Board of Education Regular Meeting/Business
Monday, July 8, 2019 6:00 PM

Virginia Moon Administrative Center
8545 Park Drive
Ralston, NE 68127-3621

Agenda

1. Call To Order
   Speaker(s): Board President
2. Pledge of Allegiance
   Speaker(s): Board President
   2.1. Roll Call - Excuse Board Members not in attendance
      Speaker(s): Board President
3. Public Comment Sign In Procedure
   3.1. Public Comment
4. Consent Agenda (Action)
   Speaker(s): Board President
5. Board Development and Communication
   5.1. Board Members' Update
6. Superintendent's Report
   Speaker(s): Superintendent
   6.1. District Communications Update
      Speaker(s): Mr. Jeremy Maskel
   6.2. 2019/2020 DRAFT District Budget
      Speaker(s): Mr. Jason Buckingham
   6.3. Government Relations Update
      Speaker(s): Dr. Mark Adler
   6.4. NASB Updates and Information
      Speaker(s): Dr. Jay Irwin
   6.5. Enrollment Update
      Speaker(s): Dr. Mark Adler
7. Standards Based School Improvement
   7.1. 2019/2020 School Lunch Prices (Action)
      Speaker(s): Mr. Jason Buckingham
   7.2. 2019/2020 Student Fees List (Action)
      Speaker(s): Mr. Jason Buckingham
8. Policy Review
   8.1. Policy 2015--Student Involvement in Decision Making
      Speaker(s): Mr. Jeremy Maskel
   8.2. 2019/2020 Elementary, Middle, and High School Student Handbooks (Action)
   8.3. 2019/2020 Board of Education Policy Update
   8.4. Suggested changes to the Employee Handbook.
      Speaker(s): Dr. Rupprecht
9. Executive Session Disclosure
10. Pre-Adjournment Information and Activities
    10.1. Announcements

10.2. Board of Education Supplemental Meeting Information
10.3. Future Board Calendar

11. Adjourn

2009
Public Participation at Board Meetings

The board of education shall conduct its meetings in accordance with the Nebraska Open Meetings Act.

The board shall make reasonable efforts to accommodate the public's right to hear the discussions and testimony presented at its meetings. The board shall make available at the meeting, for examination and copying by members of the public, at least one copy of all reproducible written material to be discussed in open session of the meeting.

The board is not required to allow citizens to speak at each meeting, but it will provide the opportunity for public participation at least four times per year. The board may make and enforce reasonable rules and regulations regarding the conduct of persons attending, speaking at, videotaping, photographing, or recording its meetings.

The board shall not require members of the public to identify themselves as a condition for admission to the meeting, nor shall such body require that the name of any member of the public be placed on the agenda prior to such meeting in order to speak about items on the agenda. However, the board may require members of the public desiring to address the board to identify themselves.

Adopted on: March 25, 2019
Revised on:
Reviewed on: March 25, 2019

Procedure: 2009

Ralston Board of Education
Public Comment Procedures

The Ralston Board of Education appreciates the public's right to provide public comment. It is the practice of the Ralston Board to listen to the public comment, without discussion between the public and the Board. Should you have a question or ask for follow-up from the Board, the Board President or Chair of the meeting will direct the Superintendent to address the requests and provide additional information to you as appropriate. We ask that you refrain from personal comments about individuals and the use of vulgar or inappropriate language in addressing the Board.

The following will help guide the Public Comment agenda item at Board Meetings and Public Hearings:

1. Persons speaking during Public Comment will be called forward individually by the Board President or Chair to the location identified for such purpose.
2. The board will generally allow a total of 30 minutes for the presentation of all public comments. Individuals may only speak one time per topic and must limit comments to around three (3) minutes. In the event more than 10 individuals wish to address the board, the 30 minutes will be divided equally between the number of speakers. At the discretion of the Board President or Chair, speakers may be allotted additional time.
3. Each individual speaking to the Board will be required to identify himself or herself prior to giving public comment or when related business is on the agenda. A “Record of Appearance” card is provided for this purpose.
4. Persons wishing to appear will be heard in the order in which the Board President or Chair of the meeting determines appropriate.
5. In cases where more than one person wishes to speak on the same topic, their presentations to the Board may, at the discretion of the Board President or Chair, be grouped together by topic.
6. Persons speaking to the Board during public comment may make printed materials available to the Board but may not use any other form of media.

Procedure: 2009

Public Participation at Board Meetings Form

Ralston Board of Education
PUBLIC COMMENTS

The purpose of "Public Participation" is for the Board of Education to hear comments from the public. Since comments are not on the published agenda the Board will not discuss and/or answer questions during "Public Comments."

The board will generally allow a total of 30 minutes for the presentation of all public comments. Individuals may only speak one time per topic and must limit comments to around three (3) minutes. In the event more than 10 individuals wish to address the board, the 30 minutes will be divided equally between the number of speakers. At the discretion of the Board President or Chair, speakers may be allotted additional time.

PLEASE PRINT

Name _____ Date_____

Address _____

City _____ State _____ Zip Code _____

Subject of Public Comment: _____

_____

_____

Board of Education Regular Meeting
8545 Park Dr.
Omaha, Nebraska

Monday, June 24, 2019 6:00 PM

REGULAR MEETING – June 24, 2019

The regular meeting of the Board was called to order at 6:00 pm. The board voted to excuse board president Linda Richards. In addition to the board members, those in attendance included Dr. Mark Adler, Mr. Jason Buckingham, Dr. Mike Rupprecht, Dr. Tiffanie Welte, Dr. Cecilia Wilken, Mr. Jeremy Maskel and Mrs. Marci Carroll. Motion by Dr. Irwin and seconded by Mrs. Kumru.

Mrs. Johnson :	Yea
Ms. Roarty:	Yea
Mrs. Kumru:	Yea
Mr. Overkamp:	Yea
Dr. Irwin:	Yea

CONSENT AGENDA

Consent agenda items include minutes from the June 10th meeting. Teaching contracts for Richard Evans, RHS Health and PE; Deanna Tompkins, Mockingbird SPED. Resignation for Richard Evans (one year contract). Local Substitute Certificate - Mary Lou Gallo.

Mrs. Kumru:	Yea
Mrs. Johnson:	Yea
Mr. Overkamp:	Yea
Ms. Roarty:	Yea
Dr. Irwin:	Yea

BUSINESS ITEMS / BOARD DEVELOPMENT / COMMUNICATION

Board Comments

Mrs. Roarty stated how wonderful it is that meals are provided for families in the summer as there is always a need. She also stated that the RHS band has been working hard to prepare for the annual Ralston 4th of July parade. Mr. Overkamp did not have a report. Mrs. Kumru announced that she is looking for students who might like to participate in the Nebraska Storytellers program. Dr. Irwin did not have a report. Mrs. Johnson stated that she recently returned from Washington, D.C. where she attended the National History Day presentations. The RPS group performance placed 7th in the nation and Tyler Richardson from RHS placed in the top 20 for his individual website. Mrs. Johnson, as well as all the board members, were incredibly proud of all the students who participated and also thanked the teachers for their dedication.

Superintendent's Report

Dr. Adler thanked Dr. Tiffanie Welte for her many years of service to Ralston Public Schools and wished her continued success with her new position she will begin on July 1st.

Student Advisor to the Board of Education

Mrs. Johnson shared with the board a practice which she had learned about at the National Board of Education conference she had attended. She discussed a program which provides an opportunity to include a student advisor to the Board of Education. There is already a policy in place to include a student advisor but the details are yet to be worked out. The board discussed several components such as application process for students, length of commitment, and grade level of potential advisors. Discussion on this topic will continue at future BOE meetings.

Nebraska Reading Improvement Act

Dr. Cecilia Wilken provided an update on the progress and implementation of the Nebraska Reading Improvement Act requirements. The new state statute requires assessments three times per year for K-12 students. Additional requirements include supplemental reading program during school hours; individual reading improvement plans, communication with parents and also opportunities for students to attend summer school. Dr. Wilken also discussed the new curriculum we are adopting and the implementation process. Policy 6036 Reading Instruction and Intervention Services was also reviewed.

Student Performance Data Review

Dr. Cecilia Wilken provided an end of year report on the MAP Growth data for kindergarten to 10th graders. There was a 7% increase in the number of students who were proficient in reading and a 3% increase in the number of students who were proficient in math from fall to spring. Significant gains in the number of students who reached MAP grade level norms in math, especially in the primary grades were noted. Our Ralston teams will continue to dive deeper into the data to continue to look at how we can best serve and support all students.

2019/20 School Lunch Prices

Mr. Jason Buckingham reported that federal regulations require an annual analysis for organizations that participate in the federal school lunch program. Mr. Buckingham outlined our current lunch prices and provided several scenarios for the board to review the required price increases for the upcoming school year. A vote will be taken at the July 8th meeting. Families who receive free/reduced lunches will not be affected.

NASB Update

Dr. Irwin stated there was nothing new to report at the current time.

Enrollment Update

The enrollment numbers will begin to change in July when the reports are rolled into the upcoming year and will reflect the 2019/20 enrollment numbers.

Greater Omaha Attendance and Learning Services (GOALS) Center Inter-local Agreement

The board voted to approve the inter-local agreement between GOALS and Ralston Public Schools. This agency will provide services to families who have children with chronic attendance issues. Motion by Dr. Irwin and seconded by Mr. Overkamp.

Ms. Roarty: Yea
Dr. Irwin: Yea
Mr. Overkamp: Yea
Mrs. Kumru: Yea
Mrs. Johnson: Yea

Sign Language Interpreter Contract
The board was presented with the contract at the June 10th meeting to review and they voted to pass the contract as presented. Motion by Mr. Overkamp and seconded by Mrs. Kumru.

Mrs. Johnson: Yea
Ms. Roarty: Yea
Mr. Overkamp: Yea
Mrs. Kumru: Yea
Dr. Irwin: Yea

Motion to excuse Mr. Overkamp at 7:40 pm.
Motion was made by Dr. Irwin and seconded by Ms. Roarty.

Mrs. Johnson: Yea
Dr. Irwin: Yea
Ms. Roarty: Yea
Mrs. Kumru: Yea

Policy Review
Policy 5034 – Student Handbooks – the board reviewed the proposed changes for the 2019/20 elementary, middle school and high school handbooks.

Policy 5054 – Student Bullying was reviewed

Policy 5001 – Compulsory Attendance and Excessive Absenteeism was reviewed.

Supplemental Information
Mr. Buckingham provided documentation for the board to review regarding the RPS budget. The budget will be discussed in detail at the July 8th meeting.

Adjournment
The board voted to adjourn at 8:20 pm. Motion by Dr. Irwin and seconded by Ms. Roarty.

Mrs. Johnson: Yea
Dr. Irwin: Yea
Ms. Roarty: Yea
Mrs. Kumru: Yea

The next regular meeting is Monday, July 8, 2019, at 6:00 pm at the Virginia Moon Administration Center

_____
Mrs. Linda Richards, President

_____
Dr. Jay Irwin, Secretary

RALSTON PUBLIC SCHOOLS
FINANCIAL REPORT TO THE BOARD OF EDUCATION
POOLED CASH - BANK RECONCILIATION
June 30, 2019

	05/31/2019 Thru 06/30/2019	05/31/2018 Thru 06/30/2018
Book Balance - Beginning of month	$4,354,872.22	$3,154,168.06
Total Receipts	$2,316,912.03	$1,971,410.39
Monthly Disbursements	(3,396,367.83)	(3,397,639.14)
Reconciled Book Balance - End of Month	$3,275,416.42	$1,727,939.31
Building fund loan repayment	$0.00	$0.00
Depreciation fund loan repayment	$0.00	$0.00
Transfer to Depreciation	$0.00	$0.00
Actual Book Balance - End of Month	$3,275,416.42	$1,727,939.31
Bank Balance -Beginning of month	$4,916,564.31	$3,610,520.21
Deposits	$2,280,268.17	$1,986,944.09
Interest	1,585.65	1,112.08
Total Receipts	2,281,853.82	1,988,056.17
Total Warrants	(3,783,904.06)	(3,411,242.90)
Bank Balance - End of month	3,414,514.07	2,187,333.48
Outstanding deposits	97,337.50	1,250.00
Less Outstanding Checks/Wires	(236,435.15)	(460,644.17)
Reconciled Bank Balance - End of month	$3,275,416.42	$1,727,939.31

June 2019 **Percent of Year Completed** **83.3%**

RECEIPTS

ACCOUNT	ANTICIPATED	M-T-D RECEIVED 2018-19	Y-T-D RECEIVED 2018-19	Y-T-D RECEIVED 2017-18	Year To Date %Received 2018-19	Year To Date %Received 2017-18
Local District Taxes	$17,242,180	$278,809.82	$11,481,661.91	$11,164,370	66.6%	67.3%
Pro-Rata Motor Vehicle Tax	$25,000	$0.00	$0.00	$25,481	0.0%	101.9%
Motor Vehicle Tax	$2,600,000	$296,542.04	$2,608,810.86	$2,769,007	100.3%	120.4%
Homestead Exemption Tax	$225,000	$69,646.22	$277,986.66	$272,414	123.5%	136.2%
Tuition from Individuals	$0	$0.00	$0.00	$0	0.0%	0.0%
Tuition (Other Dist)	$0	$0.00	$547.00	$0	0.0%	0.0%
Interest on Investments	$10,000	$1,585.65	$11,522.62	$9,090	115.2%	90.9%
Local License/Police Court	$40,675	$4,189.17	$37,041.41	$47,581	91.1%	108.1%
Other Local Revenue	$10,000	$0.00	$0.00	$9,258	0.0%	77.2%
County Fines & Licenses	$90,000	$7,932.22	$83,555.65	$85,457	92.8%	90.0%
State Aid	$11,425,321	$1,142,532.00	$10,282,788.00	$9,650,736	90.0%	90.0%
Spec Ed Programs	$2,200,000	$478,570.57	$2,299,652.67	$1,965,942	104.5%	85.5%
Special Ed Transportation	$225,000	$0.00	$240,687.00	$0	107.0%	0.0%
State Apportionment	$430,000	$0.00	$406,281.00	$449,934	94.5%	105.9%
Public Power Dist Sales Tax	$340,000	$0.00	$467,787.61	$458,972	137.6%	150.5%
Cash Reserve	$6,060	$0.00	$0.00	$0	0.0%	0.0%
TOTAL	$34,869,236	$2,279,807.69	$28,198,322.39	$26,908,242.06	80.9%	79.6%

DISBURSEMENTS

CATEGORY	BUDGET	M-T-D DISBURSED 2018-19	Y-T-D DISBURSED 2018-19	Y-T-D DISBURSED 2017-18	Year To Date % Disbursed 2018-19	Year To Date % Disbursed 2017-18
Instructional Services	$17,152,498	$1,600,785.52	$14,782,200.78	$13,773,052	86.2%	83.3%
Support Services						
Special Education	$5,593,252	$473,058.79	$4,700,397.30	$4,518,366	84.0%	87.5%
Pupil Services	$1,244,128	$91,345.40	$779,459.52	$879,116	62.6%	81.3%
Staff Services	$2,230,089	$181,842.60	$1,515,609.13	$1,664,147	68.0%	76.9%
General Administration	$861,203	$67,929.30	$615,104.13	$647,172	71.4%	70.6%
School Administration	$2,130,108	$182,192.06	$1,853,927.10	$1,886,750	87.0%	89.0%
Business	$729,241	$38,509.02	$371,536.27	$414,356	51.0%	47.0%
Operation of Plant	$2,908,987	$237,995.70	$2,281,235.92	$2,286,523	78.4%	78.1%
Maintenance of Plant	$837,106	$72,576.08	$707,204.37	$613,841	84.5%	70.5%
Pupil Transportation	$1,182,624	$101,059.26	$924,078.87	$935,915	78.1%	82.9%
TOTAL	$34,869,236	$3,047,293.73	$28,530,753.39	$27,619,237.51	81.8%	81.8%
REVENUE OVER EXPENSE	$0	($767,486)	($332,431)	($710,995)	-0.9%	-2.1%

Ralston Schools Building Fund
Jun-19

FUND NAME	BALANCE May	RECEIPTS June	DISBURSEMENTS June	BALANCE June
BUILDING FUND	$1,585,940.87	$524.85	(114,764.80)	$1,471,700.92
NSDLAF	$20,304.35	$36.78	-	$20,341.13
TOTAL	$1,606,245.22	$561.63	(114,764.80)	$1,492,042.05

BANK BALANCE	$1,492,042.05
PLUS O/S DEPOSITS	$0.00
LESS O/S CHECKS	$0.00
TOTAL CASH	$1,492,042.05

RALSTON SCHOOLS BOND FUND
Jun-19

FUND NAME	BALANCE May	RECEIPTS June	DISBURSEMENTS June	BALANCE June
BOND FUND	$6,756,308.69	61,658.76	-	$6,817,967.45
INVESTED -US Treas Bills	-	-	-	$0.00
TOTAL	$6,756,308.69	$61,658.76	-	$6,817,967.45

LUNCH PROGRAM INCOME STATEMENT

	Jun-19		2018-19 YTD	
Revenues:				
Lunch program	$8,046.36		$438,375.45	
Federal funding	263,866.16		$1,358,789.10	
Catering income	5,491.21		$44,252.92	
Interest	7.11		$288.63	
Grants	0.00		$5,835.00	
Total Revenues		$277,410.84		$1,847,541.10
Expenses:				
Salaries	$70,544.08		$613,839.87	
Supplies	6,207.82		$1,224,010.89	
Repairs/Equip	0.00		$31,873.97	
Miscellaneous	802.84		$2,727.16	
Total Expenses		$77,554.74		$1,872,451.89
Net Income (Loss)		$199,856.10		($24,910.79)

Ralston Schools Quality Capital Purpose Undertaking Fund
Jun-19

FUND NAME	BALANCE May	RECEIPTS June	DISBURSEMENTS June	BALANCE June
QCPU FUND	$ 69,101.18	$ 13.19	$ (36,006.25)	$ 33,108.12
TOTAL	$69,101.18	$13.19	($36,006.25)	$33,108.12

Ralston Schools Depreciation Fund
Jun-19

FUND NAME	BALANCE May	RECEIPTS June	DISBURSEMENTS June	BALANCE June
Depreciation Fund	$ 1,534,185.12	$ 485.70	$ (123,743.80)	$ 1,410,927.02
TOTAL	$1,534,185.12	$485.70	($123,743.80)	$1,410,927.02

RALSTON SCHOOLS ELEMENTARY ACTIVITY FUNDS

30-Jun-19

FUND NAMES	BALANCE May	RECEIPTS June	DISBURSEMENTS June	BALANCE June
ACTIVITY FUND/BLUMFIELD	5,271.90	649.84	167.74	$5,754.00
ACTIVITY FUND/KAREN WESTERN	865.76	990.78	451.09	$1,405.45
ACTIVITY FUND/MEADOWS	4,542.26	1,386.29	448.56	$5,479.99
ACTIVITY FUND/MOCKINGBIRD	3,048.51	402.15	485.97	$2,964.69
ACTIVIITY FUND/SEYMOUR	8,009.34	583.39	241.33	$8,351.40
ACTIVITY FUND/WILDEWOOD	3,118.73	3,132.63	2,464.66	$3,786.70
ACTIVITY FUND/OFFICE	11,409.95	0.82	0.00	$11,410.77
ACTIVITYFUND/DEPRECIATION	8,017.37	0.00	0.00	$8,017.37
INSTRUMENT RENTAL	20.70	0.00	0.00	$20.70
ACTIVITY FUND/HILLCREST	326.85	0.00	0.00	$326.85
ACTIVITY FUND/Middle School	31,702.27	4,140.46	7,781.46	$28,061.27
ACTIVITY FUND/PARKING LOT	6,660.00	0.00	0.00	$6,660.00
HIGH SCHOOL STUDENT FEES	(430.16)	0.00	0.00	($430.16)
MS STUDENT FEES	50.00	0.00	0.00	$50.00
TOTAL	$82,613.48	$11,286.36	$12,040.81	$81,859.03

BANK BALANCE	$87,434.46
PLUS OUTSTANDING DEPOSITS	$0.00
LESS OUTSTANDING CHECKS	($5,575.43)
TOTAL	$81,859.03

RALSTON HIGH SCHOOL ACTIVITY FUND

30-Jun-19

FUND NAME'S	BALANCE May	RECEIPTS June	DISBURSEMENTS June	BALANCE June
HIGH SCHOOL	236,589.64	7,379.85	(27,608.61)	216,360.88
TOTAL	$236,589.64	7,379.85	(27,608.61)	$216,360.88

1ST STATE BANK BALANCE	$ 225,101.10
PLUS OUTSTANDING DEPOSITS	$ (8,740.22)
TOTAL	$ 216,360.88

Ralston
PUBLIC SCHOOLS

Accounts Payable Spending Report BOE ~ July 8, 2019

***Depreciation Fund: $116,060.28**

***Special Building Fund: $580.00**

****Total Report: $862,229.42**

SELECTION CRITERIA: transact.ck_date='20190708 00:00:00.000'
ACCOUNTING PERIOD: 11/19

FUND - 01 - GENERAL FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	ORG. KEY	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
9001	120907	07/08/19	3556	ABANTE MARKETING	0136020110000	20610	RALSTON HIGH HS1904	0.00	715.83
9001	120908	07/08/19	36	ACCURATE LABEL DESI	0136020110000	20610	RALSTON HIGH HS1904	0.00	111.95
9001	120909	07/08/19	4555	ADVANCE EDUCATION,	0180020221000	20810	RPS HUMAN RESOURCES	0.00	1,454.66
9001	120910	07/08/19	6429	AE SUPPLY	0126020262000	20430	RPS MAINTENANCE RMS	0.00	1,700.00
9001	120911	07/08/19	6410	AMERICAN RED CROSS-	0136020110000	20330	RALSTON HIGH HS1904	0.00	152.00
9001	120911	07/08/19	6410	AMERICAN RED CROSS-	0136020110085	20610	RALSTON HIGH HS1903	0.00	110.00
TOTAL CHECK								0.00	262.00
9001	120912	07/08/19	1351	AMSTERDAM PRINTING	0116920110000	20610	WILDEWOOD WW190040	0.00	346.28
9001	120912	07/08/19	1351	AMSTERDAM PRINTING	0116920110000	20610	WILDEWOOD WW190040T	0.00	-22.65
TOTAL CHECK								0.00	323.63
9001	120913	07/08/19	170	APPLE INC.	0180020258000	20735	APPLE VPP CREDIT FO	0.00	750.00
9001	120914	07/08/19	216	AUTO SPECIALISTS IN	0180020262000	20430	RPS MAINTENANCE VMA	0.00	159.60
9001	120915	07/08/19	6650	BISHOP BUSINESS	0180020253000	20442	RPS SEYMOUR	0.00	169.15
9001	120915	07/08/19	6650	BISHOP BUSINESS	0180020253000	20442	RPS WILDEWOOD	0.00	185.06
9001	120915	07/08/19	6650	BISHOP BUSINESS	0180020253000	20442	RPS BLUMFIELD	0.00	212.34
9001	120915	07/08/19	6650	BISHOP BUSINESS	0180020253000	20442	RPS MOCKINGBIRD	0.00	244.00
9001	120915	07/08/19	6650	BISHOP BUSINESS	0180020253000	20442	RPS MEADOWS	0.00	297.12
9001	120915	07/08/19	6650	BISHOP BUSINESS	0180020253000	20442	RPS KAREN WESTERN	0.00	153.12
9001	120915	07/08/19	6650	BISHOP BUSINESS	0180020253000	20442	RPS ADMIN/VMAC	0.00	89.14
9001	120915	07/08/19	6650	BISHOP BUSINESS	0180020253000	20442	RPS HIGH SCHOOL	0.00	2,133.28
9001	120915	07/08/19	6650	BISHOP BUSINESS	0180020253000	20442	RPS ADMIN/VMAC	0.00	2,545.05
9001	120915	07/08/19	6650	BISHOP BUSINESS	0180020253000	20442	RPS MIDDLE SCHOOL	0.00	837.03
TOTAL CHECK								0.00	6,865.29
9001	120916	07/08/19	5490	BLACKBOARD INC.	0180020258000	20735	BLACKBOARD WEB-COMM	0.00	15,294.30
9001	120917	07/08/19	5801	BOBCAT OF OMAHA	0136020262000	20730	RPS MAINTENANCE RHS	0.00	81.22
9001	120917	07/08/19	5801	BOBCAT OF OMAHA	0116920262000	20730	RPS MAINTENANCE WIL	0.00	9.02
9001	120917	07/08/19	5801	BOBCAT OF OMAHA	0116320262000	20730	RPS MAINTENANCE BLU	0.00	18.06
TOTAL CHECK								0.00	108.30
9001	120918	07/08/19	6660	BOUND TO STAY BOUND	0116920222000	20640	WILDEWOOD WW190030	0.00	99.10
9001	120919	07/08/19	325	BOYS TOWN	0116320120000	20569	RPS STUDENT SERVICE	0.00	2,475.45
9001	120919	07/08/19	325	BOYS TOWN	0116420120000	20569	RPS STUDENT SERVICE	0.00	2,475.45
9001	120919	07/08/19	325	BOYS TOWN	0136020120000	20569	RPS STUDENT SERVICE	0.00	7,426.35
TOTAL CHECK								0.00	12,377.25
9001	120920	07/08/19	7056	CARPENTERS APPRENTI	0136020699000	20610	RPS CURRICULUM/WELT	0.00	2,047.62
9001	120921	07/08/19	4062	CENGAGE LEARNING	0136020110000	20640	RPS CURRICULUM/WELT	0.00	5,592.00
9001	120922	07/08/19	7094	COLLINS SPORTS MEDI	0136020110001	20640	RPS CUR CU190077 RH	0.00	1,264.00

SELECTION CRITERIA: transact.ck_date='20190708 00:00:00.000'
ACCOUNTING PERIOD: 11/19

FUND - 01 - GENERAL FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	ORG. KEY	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
9001	120923	07/08/19	583	COMMERCIAL CLEANING	0116320261000	20610	5 GAL HARD AS NAIL	0.00	1,222.50
9001	120923	07/08/19	583	COMMERCIAL CLEANING	0116620261000	20610	NEW EQUIPMENT WAX A	0.00	125.00
9001	120923	07/08/19	583	COMMERCIAL CLEANING	0126020261000	20610	#3700 LIME X	0.00	204.75
9001	120923	07/08/19	583	COMMERCIAL CLEANING	0126020261000	20610	#ST0794 NEUTRALIZER	0.00	63.50
9001	120923	07/08/19	583	COMMERCIAL CLEANING	0126020261000	20610	#I694 MARS DEGREASE	0.00	48.00
9001	120923	07/08/19	583	COMMERCIAL CLEANING	0126020261000	20610	#TOL55 Spray Heads	0.00	5.70
9001	120923	07/08/19	583	COMMERCIAL CLEANING	0116320261000	20610	#4427840 Spring Gro	0.00	186.00
9001	120923	07/08/19	583	COMMERCIAL CLEANING	0116320261000	20610	#H102 HD Liquid Ext	0.00	48.80
9001	120923	07/08/19	583	COMMERCIAL CLEANING	0116320261000	20610	#I887 Interspotter	0.00	47.50
9001	120923	07/08/19	583	COMMERCIAL CLEANING	0116320261000	20610	#TOL55 Spray Heads	0.00	5.70
9001	120923	07/08/19	583	COMMERCIAL CLEANING	0116620261000	20610	#11895715 WINDOW SH	0.00	38.75
9001	120923	07/08/19	583	COMMERCIAL CLEANING	0116620261000	20610	#10243015 JIFFY SPR	0.00	39.70
9001	120923	07/08/19	583	COMMERCIAL CLEANING	0116620261000	20610	PRO GUARD NITRILE P	0.00	11.90
9001	120923	07/08/19	583	COMMERCIAL CLEANING	0116620261000	20610	#96 Green Pads	0.00	19.92
9001	120923	07/08/19	583	COMMERCIAL CLEANING	0136020261000	20610	#MR24330MC 24x33 Li	0.00	186.50
9001	120923	07/08/19	583	COMMERCIAL CLEANING	0136020261000	20610	#12001227 EVIRO CAR	0.00	49.60
9001	120923	07/08/19	583	COMMERCIAL CLEANING	0136020261000	20610	#12021427 THERMO CL	0.00	39.40
9001	120923	07/08/19	583	COMMERCIAL CLEANING	0136020261000	20610	#H401 Erase Prespra	0.00	48.00
9001	120923	07/08/19	583	COMMERCIAL CLEANING	0136020261000	20610	#H511 Foam Away Def	0.00	59.95
9001	120923	07/08/19	583	COMMERCIAL CLEANING	0136020261000	20610	#RCP10QT 10QT Bucke	0.00	40.80
9001	120923	07/08/19	583	COMMERCIAL CLEANING	0136020261000	20610	#96 Green Pads	0.00	9.96
9001	120923	07/08/19	583	COMMERCIAL CLEANING	0136020261000	20610	#74 Green Sponges	0.00	43.60
9001	120923	07/08/19	583	COMMERCIAL CLEANING	0136020261000	20610	PRO GUARD NITRILE P	0.00	17.85
9001	120923	07/08/19	583	COMMERCIAL CLEANING	0136020261000	20610	PRO GUARD NITRILE P	0.00	23.80
TOTAL CHECK								0.00	2,587.18
9001	120924	07/08/19	7099	KATHERINE E CORE	0180020232000	20530	REIMBURSEMENTJULY20	0.00	100.00
9001	120925	07/08/19	4037	COX BUSINESS SERVIC	0126020261000	20530	RPS MIDDLE SCHOOL	0.00	1,738.58
9001	120925	07/08/19	4037	COX BUSINESS SERVIC	0116720261000	20530	RPS MOCKINGBIRD	0.00	1,457.73
9001	120925	07/08/19	4037	COX BUSINESS SERVIC	0116320261000	20530	RPS BLUMFIELD	0.00	1,457.73
9001	120925	07/08/19	4037	COX BUSINESS SERVIC	0116820261000	20530	RPS SEYMOUR	0.00	882.66
9001	120925	07/08/19	4037	COX BUSINESS SERVIC	0180020261000	20530	RPS ADMIN/VMAC	0.00	1,163.51
9001	120925	07/08/19	4037	COX BUSINESS SERVIC	0116920261000	20530	RPS WILDEWOOD	0.00	1,217.01
9001	120925	07/08/19	4037	COX BUSINESS SERVIC	0116620261000	20530	RPS MEADOWS	0.00	1,283.88
9001	120925	07/08/19	4037	COX BUSINESS SERVIC	0116420261000	20530	RPS KAREN WESTERN	0.00	802.42
9001	120925	07/08/19	4037	COX BUSINESS SERVIC	0136020261000	20530	RPS HIGH SCHOOL	0.00	3,370.18
TOTAL CHECK								0.00	13,373.70
9001	120926	07/08/19	1476	D & D LASER INC	0116620110000	20650	MEADOWS MW1900134	0.00	212.80
9001	120926	07/08/19	1476	D & D LASER INC	0126020110000	20610	RALSTONMIDDLE MS193	0.00	49.95
TOTAL CHECK								0.00	262.75
9001	120927	07/08/19	34	DEMCO, INC.	0116820110000	20610	SEYMOUR SE190048	0.00	229.18
9001	120927	07/08/19	34	DEMCO, INC.	0116820110000	20610	SEYMOUR SE190056	0.00	254.64
9001	120927	07/08/19	34	DEMCO, INC.	0116820471000	20610	SEYMOUR SE190058	0.00	93.00
9001	120927	07/08/19	34	DEMCO, INC.	0136020222000	20610	RALSTON HIGH HS1903	0.00	474.74
TOTAL CHECK								0.00	1,051.56
9001	120928	07/08/19	3128	DIGITAL DOT SYSTEMS	0126020110000	20734	RPS TECHNOLOGY RMS	0.00	564.00
9001	120928	07/08/19	3128	DIGITAL DOT SYSTEMS	0126020110000	20734	RPS TECHNOLOGY RMS	0.00	564.00
9001	120928	07/08/19	3128	DIGITAL DOT SYSTEMS	0126020110000	20734	RPS TECHNOLOGY RMS	0.00	468.00

SELECTION CRITERIA: transact.ck_date='20190708 00:00:00.000'
ACCOUNTING PERIOD: 11/19

FUND - 01 - GENERAL FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	ORG. KEY	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
9001	120928	07/08/19	3128	DIGITAL DOT SYSTEMS	0136020110000	20734	RPS TECHNOLOGY RHS	0.00	264.00
9001	120928	07/08/19	3128	DIGITAL DOT SYSTEMS	0126020110000	20734	RPS TECHNOLOGY RMS	0.00	321.00
9001	120928	07/08/19	3128	DIGITAL DOT SYSTEMS	0126020110000	20734	RPS TECHNOLOGY RMS	0.00	65.00
9001	120928	07/08/19	3128	DIGITAL DOT SYSTEMS	0116320110000	20734	RPS TECHNOLOGY BLUM	0.00	65.00
9001	120928	07/08/19	3128	DIGITAL DOT SYSTEMS	0116720110000	20734	RPS TECHNOLOGY MOCK	0.00	70.00
9001	120928	07/08/19	3128	DIGITAL DOT SYSTEMS	0116320110000	20734	RPS TECHNOLOGY BLUM	0.00	35.00
TOTAL CHECK								0.00	2,416.00
9001	120929	07/08/19	2795	DUDE SOLUTIONS, INC	0180020261000	20340	RPS MAINTENANCE	0.00	3,360.30
9001	120930	07/08/19	5323	DXP ENTERPRISES INC	0116420262000	20430	RPS MAINTENANCE KW	0.00	76.67
9001	120931	07/08/19	5341	B.E. PUBLISHING	0116420110000	20320	RPS CUR CU190072	0.00	599.00
9001	120931	07/08/19	5341	B.E. PUBLISHING	0116820110000	20320	RPS CUR CU190072	0.00	778.70
9001	120931	07/08/19	5341	B.E. PUBLISHING	0116920110000	20320	RPS CUR CU190072	0.00	958.40
9001	120931	07/08/19	5341	B.E. PUBLISHING	0116620110000	20320	RPS CUR CU190072	0.00	1,138.10
9001	120931	07/08/19	5341	B.E. PUBLISHING	0116720110000	20320	RPS CUR CU190072	0.00	1,257.90
9001	120931	07/08/19	5341	B.E. PUBLISHING	0116320110000	20320	RPS CUR CU190072	0.00	1,257.90
TOTAL CHECK								0.00	5,990.00
9001	120933	07/08/19	127	EASTERN NEBRASKA HU	0126020120000	20569	RPS STUDENT SERVICE	0.00	2,704.00
9001	120933	07/08/19	127	EASTERN NEBRASKA HU	0136020120000	20569	RPS STUDENT SERVICE	0.00	2,704.00
9001	120933	07/08/19	127	EASTERN NEBRASKA HU	0126020120000	20569	RPS STUDENT SERVICE	0.00	3,549.00
9001	120933	07/08/19	127	EASTERN NEBRASKA HU	0136020120000	20569	RPS STUDENT SERVICE	0.00	3,549.00
TOTAL CHECK								0.00	12,506.00
9001	120935	07/08/19	5993	ESU #3/METRO REGION	0116420120000	20569	RPS STUDENT SERVICE	0.00	4,158.00
9001	120935	07/08/19	5993	ESU #3/METRO REGION	0116820120000	20569	RPS STUDENT SERVICE	0.00	7,938.00
9001	120935	07/08/19	5993	ESU #3/METRO REGION	0116320120000	20569	RPS STUDENT SERVICE	0.00	7,938.00
9001	120935	07/08/19	5993	ESU #3/METRO REGION	0136020120000	20569	RPS STUDENT SERVICE	0.00	12,288.00
9001	120935	07/08/19	5993	ESU #3/METRO REGION	0126020120000	20569	RPS STUDENT SERVICE	0.00	3,312.00
9001	120935	07/08/19	5993	ESU #3/METRO REGION	0136020120000	20320	RPS STUDENT SERVICE	0.00	491.00
9001	120935	07/08/19	5993	ESU #3/METRO REGION	0116820218100	20320	RPS STUDENT SERVICE	0.00	610.22
9001	120935	07/08/19	5993	ESU #3/METRO REGION	0126020218100	20320	RPS STUDENT SERVICE	0.00	610.22
9001	120935	07/08/19	5993	ESU #3/METRO REGION	0116420120000	20320	RPS STUDENT SERVICE	0.00	90.00
9001	120935	07/08/19	5993	ESU #3/METRO REGION	0116820120000	20320	RPS STUDENT SERVICE	0.00	99.00
9001	120935	07/08/19	5993	ESU #3/METRO REGION	0116720120000	20320	RPS STUDENT SERVICE	0.00	163.50
9001	120935	07/08/19	5993	ESU #3/METRO REGION	0116420129100	20320	RPS STUDENT SERVICE	0.00	168.00
9001	120935	07/08/19	5993	ESU #3/METRO REGION	0116420129200	20320	RPS STUDENT SERVICE	0.00	168.00
9001	120935	07/08/19	5993	ESU #3/METRO REGION	0116320120000	20320	RPS STUDENT SERVICE	0.00	172.50
9001	120935	07/08/19	5993	ESU #3/METRO REGION	0116820129100	20320	RPS STUDENT SERVICE	0.00	184.50
9001	120935	07/08/19	5993	ESU #3/METRO REGION	0116820129200	20320	RPS STUDENT SERVICE	0.00	184.50
9001	120935	07/08/19	5993	ESU #3/METRO REGION	0116920129200	20320	RPS STUDENT SERVICE	0.00	253.50
9001	120935	07/08/19	5993	ESU #3/METRO REGION	0116920129100	20320	RPS STUDENT SERVICE	0.00	253.50
9001	120935	07/08/19	5993	ESU #3/METRO REGION	0116620129100	20320	RPS STUDENT SERVICE	0.00	268.50
9001	120935	07/08/19	5993	ESU #3/METRO REGION	0116620129200	20320	RPS STUDENT SERVICE	0.00	268.50
9001	120935	07/08/19	5993	ESU #3/METRO REGION	0116720129200	20320	RPS STUDENT SERVICE	0.00	304.50
9001	120935	07/08/19	5993	ESU #3/METRO REGION	0116720129100	20320	RPS STUDENT SERVICE	0.00	304.50
9001	120935	07/08/19	5993	ESU #3/METRO REGION	0136020218100	20320	RPS STUDENT SERVICE	0.00	305.11
9001	120935	07/08/19	5993	ESU #3/METRO REGION	0116420218100	20320	RPS STUDENT SERVICE	0.00	305.11
9001	120935	07/08/19	5993	ESU #3/METRO REGION	0116320129200	20320	RPS STUDENT SERVICE	0.00	321.00
9001	120935	07/08/19	5993	ESU #3/METRO REGION	0116320129100	20320	RPS STUDENT SERVICE	0.00	321.00

SELECTION CRITERIA: transact.ck_date='20190708 00:00:00.000'
ACCOUNTING PERIOD: 11/19

FUND - 01 - GENERAL FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	ORG. KEY	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
9001	120935	07/08/19	5993	ESU #3/METRO REGION	0116920120000	20320	RPS STUDENT SERVICE	0.00	136.50
9001	120935	07/08/19	5993	ESU #3/METRO REGION	0116620120000	20320	RPS STUDENT SERVICE	0.00	144.00
9001	120935	07/08/19	5993	ESU #3/METRO REGION	0126020120000	20320	RPS STUDENT SERVICE	0.00	211.50
9001	120935	07/08/19	5993	ESU #3/METRO REGION	0116420692500	20330	RPS ELL S. BUSH	0.00	50.00
9001	120935	07/08/19	5993	ESU #3/METRO REGION	0116820692500	20330	RPS ELL A. JOHNSON	0.00	50.00
9001	120935	07/08/19	5993	ESU #3/METRO REGION	0116720692500	20330	RPS ELL B. STRATMAN	0.00	50.00
9001	120935	07/08/19	5993	ESU #3/METRO REGION	0116720631000	20330	RPS CUR/G. YOWELL	0.00	18.00
9001	120935	07/08/19	5993	ESU #3/METRO REGION	0126020631000	20330	RPS CUR/E. ZIEMER	0.00	18.00
9001	120935	07/08/19	5993	ESU #3/METRO REGION	0116620110000	20330	RPS CUR/A. SPECK	0.00	26.00
9001	120935	07/08/19	5993	ESU #3/METRO REGION	0116720110000	20330	RPS CUR/K.CARVER	0.00	26.00
TOTAL CHECK								0.00	42,210.66
9001	120936	07/08/19	6707	ESU #9	0180020258000	20330	RPS TECHNOLOGYCLA/L	0.00	438.00
9001	120937	07/08/19	275	FAC	0180020261000	20610	RPS CUSTODIAL SUPPL	0.00	184.89
9001	120938	07/08/19	5918	FAIRFIELD INN & SUI	0180020350001	20330	RALSTON PUBLIC 4STA	0.00	839.60
9001	120939	07/08/19	272	FOLLETT SCHOOL SOLU	0116320222000	20640	BLUMFIELD BL190071	0.00	440.68
9001	120939	07/08/19	272	FOLLETT SCHOOL SOLU	0116920222000	20640	WILDEWOOD WW190026	0.00	441.93
9001	120939	07/08/19	272	FOLLETT SCHOOL SOLU	0116620222000	20640	MEADOWS MW1900131	0.00	469.68
9001	120939	07/08/19	272	FOLLETT SCHOOL SOLU	0116920222000	20640	WILDEWOOD WW190025	0.00	497.34
9001	120939	07/08/19	272	FOLLETT SCHOOL SOLU	0136020222000	20640	RALSTON HIGH HS1903	0.00	129.98
9001	120939	07/08/19	272	FOLLETT SCHOOL SOLU	0126020222000	20640	RALSTONMIDDLE MS193	0.00	118.69
9001	120939	07/08/19	272	FOLLETT SCHOOL SOLU	0116920222000	20640	WILDEWOOD WW190024	0.00	211.97
9001	120939	07/08/19	272	FOLLETT SCHOOL SOLU	0126020222000	20640	RALSTONMIDDLE MS193	0.00	368.47
9001	120939	07/08/19	272	FOLLETT SCHOOL SOLU	0126020222000	20640	RALSOTNMIDDLE MS193	0.00	333.55
9001	120939	07/08/19	272	FOLLETT SCHOOL SOLU	0136020222000	20640	RALSTON HIGH HS1903	0.00	358.82
9001	120939	07/08/19	272	FOLLETT SCHOOL SOLU	0116420222000	20640	KARENWESTERN KW1900	0.00	53.45
9001	120939	07/08/19	272	FOLLETT SCHOOL SOLU	0116720222000	20640	MOCKINGBIRD MB19006	0.00	29.87
TOTAL CHECK								0.00	3,454.43
9001	120940	07/08/19	344	GOODWIN TUCKER GROU	0136020262000	20430	RPS MAINTENANCE RHS	0.00	246.00
9001	120941	07/08/19	347	GOPHER SPORT	0116820110068	20610	SEYMOUR SE190059	0.00	373.23
9001	120942	07/08/19	367	GRAYBAR	0136020262000	20430	RPS MAINTENANCE RHS	0.00	163.10
9001	120942	07/08/19	367	GRAYBAR	0116720262000	20610	RPS MAINTENANCE MOC	0.00	62.80
TOTAL CHECK								0.00	225.90
9001	120943	07/08/19	3412	HEINEMANN	0116820110000	20640	SEYMOUR SE190053	0.00	83.60
9001	120943	07/08/19	3412	HEINEMANN	0116820110000	20640	SEYMOUR SE190053	0.00	151.25
TOTAL CHECK								0.00	234.85
9001	120944	07/08/19	4132	HERITAGE NURSERY	0136020262000	20430	RPS MAINTENANCE RHS	0.00	229.00
9001	120945	07/08/19	450	HOBART SALES & SERV	0116420262000	20430	RPS MAINTENANCE KW	0.00	423.04
9001	120946	07/08/19	6960	THE HOME DEPOT PRO/	0136020261000	20610	RPS CUSTODIAL RHS	0.00	215.44
9001	120946	07/08/19	6960	THE HOME DEPOT PRO/	0136020261000	20610	RPS CUSTIODIAL RHS	0.00	362.31
9001	120946	07/08/19	6960	THE HOME DEPOT PRO/	0136020261000	20610	RPS CUSTODIAL RHS	0.00	101.29
9001	120946	07/08/19	6960	THE HOME DEPOT PRO/	0136020261000	20610	RPS CUSTODIAL RHS	0.00	202.58

SELECTION CRITERIA: transact.ck_date='20190708 00:00:00.000'
ACCOUNTING PERIOD: 11/19

FUND - 01 - GENERAL FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	ORG. KEY	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
9001	120946	07/08/19	6960	THE HOME DEPOT PRO/	0136020261000	20610	RPS CUSTODIAL RHS	0.00	1,158.36
9001	120946	07/08/19	6960	THE HOME DEPOT PRO/	0136020261000	20610	NEW EQUIPMENT MMM86	0.00	221.98
9001	120946	07/08/19	6960	THE HOME DEPOT PRO/	0136020261000	20610	MMM18213 24" NATURA	0.00	39.96
TOTAL CHECK								0.00	2,301.92
9001	120947	07/08/19	2781	HOPE MEDICAL OUTREA	0126020115000	20320	RPS ELL/INTERPRE/RM	0.00	96.25
9001	120948	07/08/19	4247	HOUGHTON MIFFLIN HA	0116420214100	20610	RPS STUSER SS190095	0.00	67.45
9001	120948	07/08/19	4247	HOUGHTON MIFFLIN HA	0116820214100	20610	RPS STUSER SS190095	0.00	74.20
9001	120948	07/08/19	4247	HOUGHTON MIFFLIN HA	0116920214100	20610	RPS STUSER SS190095	0.00	102.31
9001	120948	07/08/19	4247	HOUGHTON MIFFLIN HA	0116620214100	20610	RPS STUSER SS190095	0.00	107.93
9001	120948	07/08/19	4247	HOUGHTON MIFFLIN HA	0116720214100	20610	RPS STUSER SS190095	0.00	122.55
9001	120948	07/08/19	4247	HOUGHTON MIFFLIN HA	0116320214100	20610	RPS STUSER SS190095	0.00	129.29
9001	120948	07/08/19	4247	HOUGHTON MIFFLIN HA	0126020214100	20610	RPS STUSER SS190095	0.00	158.52
9001	120948	07/08/19	4247	HOUGHTON MIFFLIN HA	0136020214100	20610	RPS STUSER SS190095	0.00	362.04
TOTAL CHECK								0.00	1,124.29
9001	120949	07/08/19	6402	HUMANEX VENTURES	0180020232000	20330	RPS 2019KALAMAZOO 3	0.00	1,050.00
9001	120950	07/08/19	2715	HY-VEE GAS	0136020110000	20330	RPS HIGH SCHOOL	0.00	1,193.00
9001	120950	07/08/19	2715	HY-VEE GAS	0180020262000	20626	RPS MAINTENANCE	0.00	1,924.93
9001	120950	07/08/19	2715	HY-VEE GAS	0180020271200	20626	RPS TRANSPORTATION	0.00	2,586.59
9001	120950	07/08/19	2715	HY-VEE GAS	0180020271000	20510	RPS TRANSPORTATION	0.00	592.85
9001	120950	07/08/19	2715	HY-VEE GAS	0136020120000	20610	RPS STUDENT SERVICE	0.00	115.72
9001	120950	07/08/19	2715	HY-VEE GAS	0126020110000	20610	RPS MIDDLE SCHOOL	0.00	120.45
9001	120950	07/08/19	2715	HY-VEE GAS	0180020271000	20626	RPS TRANSPORTATION	0.00	83.68
9001	120950	07/08/19	2715	HY-VEE GAS	0116620110000	20610	RPS MEADOWS	0.00	46.49
9001	120950	07/08/19	2715	HY-VEE GAS	0126020353500	20610	RPS MIDDLE SCHOOL S	0.00	47.93
9001	120950	07/08/19	2715	HY-VEE GAS	0180020271200	20626	RPS TRANSPORTATION	0.00	54.49
9001	120950	07/08/19	2715	HY-VEE GAS	0180020271000	20340	RPS ADMIN/VMAC	0.00	27.99
9001	120950	07/08/19	2715	HY-VEE GAS	0116320120000	20610	RPS BLUMFIELD	0.00	39.96
9001	120950	07/08/19	2715	HY-VEE GAS	0136020110060	20610	RPS HIGH SCHOOL	0.00	44.86
9001	120950	07/08/19	2715	HY-VEE GAS	0126020212000	20610	RPS MIDDLE SCHOOL	0.00	22.77
TOTAL CHECK								0.00	6,901.71
9001	120951	07/08/19	4483	MAI X. HUYNH	0116320115000	20320	RPS ELL/INTERPRE/BL	0.00	33.75
9001	120951	07/08/19	4483	MAI X. HUYNH	0116620115000	20320	RPS ELL/INTERPRE/ME	0.00	20.25
9001	120951	07/08/19	4483	MAI X. HUYNH	0116620115000	20320	RPS ELL/INTERPRE/ME	0.00	3.48
9001	120951	07/08/19	4483	MAI X. HUYNH	0116320115000	20320	RPS ELL/INTERPRE/BL	0.00	3.48
TOTAL CHECK								0.00	60.96
9001	120952	07/08/19	2286	INFOSAFE SHREDDING	0136020110000	20330	RALSTON HIGH HS1904	0.00	78.00
9001	120952	07/08/19	2286	INFOSAFE SHREDDING	0180020232000	20320	RPS ADMIN/CO/VMAC	0.00	78.00
TOTAL CHECK								0.00	156.00
9001	120953	07/08/19	515	J & J SMALL ENGINE	0180020262000	20610	RPS MAINTENANCE VMA	0.00	128.87
9001	120953	07/08/19	515	J & J SMALL ENGINE	0180020262000	20430	RPS MAINTENANCE VMA	0.00	27.96
9001	120953	07/08/19	515	J & J SMALL ENGINE	0180020262000	20610	RPS MAINTENANCE VMA	0.00	248.51
9001	120953	07/08/19	515	J & J SMALL ENGINE	0180020262000	20610	RPS MAINTENANCE VMA	0.00	113.98
TOTAL CHECK								0.00	519.32
9001	120954	07/08/19	565	JOHNSTONE SUPPLY CO	0136020262000	20430	RPS MAINTENANCE RHS	0.00	40.67

SELECTION CRITERIA: transact.ck_date='20190708 00:00:00.000'
ACCOUNTING PERIOD: 11/19

FUND - 01 - GENERAL FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	ORG. KEY	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
9001	120954	07/08/19	565	JOHNSTONE SUPPLY CO	0180020262000	20610	RPS MAINTENANCE VMA	0.00	62.00
TOTAL CHECK								0.00	102.67
9001	120955	07/08/19	6672	JOURNEYED.COM, INC.	0180020258000	20735	COREL PAINTER MAINT	0.00	999.95
9001	120956	07/08/19	575	JUDAH CASTER COMPAN	0126020261000	20610	RPS MAINTENANCE RMS	0.00	45.80
9001	120957	07/08/19	5037	JUNIOR LIBRARY GUIL	0126020222000	20640	RALSTONMIDDLE MS192	0.00	1,378.30
9001	120959	07/08/19	1371	KIDS ON THE MOVE IN	0116920129200	20320	RPS STUDENT SERVICE	0.00	848.00
9001	120959	07/08/19	1371	KIDS ON THE MOVE IN	0116820120000	20320	RPS STUDENT SERVICE	0.00	870.00
9001	120959	07/08/19	1371	KIDS ON THE MOVE IN	0116820129200	20320	RPS STUDENT SERVICE	0.00	128.00
9001	120959	07/08/19	1371	KIDS ON THE MOVE IN	0116720129200	20320	RPS STUDENT SERVICE	0.00	224.00
9001	120959	07/08/19	1371	KIDS ON THE MOVE IN	0116320120000	20320	RPS STUDENT SERVICE	0.00	1,120.00
9001	120959	07/08/19	1371	KIDS ON THE MOVE IN	0116420129100	20320	RPS STUDENT SERVICE	0.00	64.00
9001	120959	07/08/19	1371	KIDS ON THE MOVE IN	0116320129200	20320	RPS STUDENT SERVICE	0.00	144.00
9001	120959	07/08/19	1371	KIDS ON THE MOVE IN	0116620129100	20320	RPS STUDENT SERVICE	0.00	144.00
9001	120959	07/08/19	1371	KIDS ON THE MOVE IN	0136020120000	20320	RPS STUDENT SERVICE	0.00	144.00
9001	120959	07/08/19	1371	KIDS ON THE MOVE IN	0116420129100	20320	RPS STUDENT SERVICE	0.00	144.96
9001	120959	07/08/19	1371	KIDS ON THE MOVE IN	0116420129200	20320	RPS STUDENT SERVICE	0.00	160.00
9001	120959	07/08/19	1371	KIDS ON THE MOVE IN	0116820129100	20320	RPS STUDENT SERVICE	0.00	96.00
9001	120959	07/08/19	1371	KIDS ON THE MOVE IN	0116320120000	20320	RPS STUDENT SERVICE	0.00	112.00
9001	120959	07/08/19	1371	KIDS ON THE MOVE IN	0116820129200	20320	RPS STUDENT SERVICE	0.00	256.00
9001	120959	07/08/19	1371	KIDS ON THE MOVE IN	0126020120000	20320	RPS STUDENT SERVICE	0.00	282.00
9001	120959	07/08/19	1371	KIDS ON THE MOVE IN	0116420129200	20320	RPS STUDENT SERVICE	0.00	336.00
9001	120959	07/08/19	1371	KIDS ON THE MOVE IN	0116320129100	20320	RPS STUDENT SERVICE	0.00	368.00
9001	120959	07/08/19	1371	KIDS ON THE MOVE IN	0116920129100	20320	RPS STUDENT SERVICE	0.00	400.00
9001	120959	07/08/19	1371	KIDS ON THE MOVE IN	0116320129200	20320	RPS STUDENT SERVICE	0.00	416.00
9001	120959	07/08/19	1371	KIDS ON THE MOVE IN	0116720120000	20320	RPS STUDENT SERVICE	0.00	416.00
9001	120959	07/08/19	1371	KIDS ON THE MOVE IN	0116720129200	20320	RPS STUDENT SERVICE	0.00	432.00
9001	120959	07/08/19	1371	KIDS ON THE MOVE IN	0116620129200	20320	RPS STUDENT SERVICE	0.00	544.00
9001	120959	07/08/19	1371	KIDS ON THE MOVE IN	0116620129100	20320	RPS STUDENT SERVICE	0.00	576.00
9001	120959	07/08/19	1371	KIDS ON THE MOVE IN	0116420120000	20320	RPS STUDENT SERVICE	0.00	592.00
9001	120959	07/08/19	1371	KIDS ON THE MOVE IN	0116920129200	20320	RPS STUDENT SERVICE	0.00	656.00
9001	120959	07/08/19	1371	KIDS ON THE MOVE IN	0116920120000	20320	RPS STUDENT SERVICE	0.00	704.00
9001	120959	07/08/19	1371	KIDS ON THE MOVE IN	0116620120000	20320	RPS STUDENT SERVICE	0.00	720.00
9001	120959	07/08/19	1371	KIDS ON THE MOVE IN	0116620129200	20320	RPS STUDENT SERVICE	0.00	736.00
TOTAL CHECK								0.00	11,632.96
9001	120960	07/08/19	4452	KISSEL/E&S ASSOCIAT	0180020231000	20810	RPS JULY 2019 LEGIS	0.00	3,359.00
9001	120961	07/08/19	6278	KOLEY JESSEN PC LLO	0180020231000	20810	RPS STUDENT MATTERS	0.00	6,381.50
9001	120962	07/08/19	6193	KSB SCHOOL LAW	0180020231000	20810	RPS 2019ANNUALPOLUP	0.00	750.00
9001	120963	07/08/19	6993	LANGUAGE LINE SERVI	0116720129200	20320	RPS STUDENT SERVICE	0.00	1,040.50
9001	120963	07/08/19	6993	LANGUAGE LINE SERVI	0116320120000	20320	RPS STUDENT SERVICE	0.00	1,391.98
9001	120963	07/08/19	6993	LANGUAGE LINE SERVI	0116720120000	20320	RPS STUDENT SERVICE	0.00	1,749.92
9001	120963	07/08/19	6993	LANGUAGE LINE SERVI	0126020120000	20320	RPS STUDENT SERVICE	0.00	2,808.16
TOTAL CHECK								0.00	6,990.56
9001	120964	07/08/19	6977	LA QUINTA BY WYNDHA	0136020213000	20330	RPS ELIZ. SCHOOLER	0.00	78.24

SELECTION CRITERIA: transact.ck_date='20190708 00:00:00.000'
ACCOUNTING PERIOD: 11/19

FUND - 01 - GENERAL FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	ORG. KEY	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
9001	120964	07/08/19	6977	LA QUINTA BY WYNDHA	0180020350001	20330	RPS ERIKA FRIEDEN	0.00	209.90
9001	120964	07/08/19	6977	LA QUINTA BY WYNDHA	0126020213000	20330	RPS ELIZ. SCHOOLER	0.00	34.26
9001	120964	07/08/19	6977	LA QUINTA BY WYNDHA	0116720213000	20330	RPS ELIZ. SCHOOLER	0.00	26.49
9001	120964	07/08/19	6977	LA QUINTA BY WYNDHA	0116320213000	20330	RPS ELIZ. SCHOOLER	0.00	27.95
9001	120964	07/08/19	6977	LA QUINTA BY WYNDHA	0116420213000	20330	RPS ELIZ. SCHOOLER	0.00	14.58
9001	120964	07/08/19	6977	LA QUINTA BY WYNDHA	0116820213000	20330	RPS ELIZ. SCHOOLER	0.00	16.04
9001	120964	07/08/19	6977	LA QUINTA BY WYNDHA	0116920213000	20330	RPS ELIZ. SCHOOLER	0.00	22.11
9001	120964	07/08/19	6977	LA QUINTA BY WYNDHA	0116620213000	20330	RPS ELIZ. SCHOOLER	0.00	23.33
TOTAL CHECK								0.00	452.90
9001	120965	07/08/19	6111	LARSON SPEECH & LAN	0180020631000	20320	RPS CURRICULUM/WILK	0.00	4,920.00
9001	120966	07/08/19	6007	LEARNING FORWARD NE	0180020221200	20810	RPS DR.CECILIA WILK	0.00	25.00
9001	120967	07/08/19	7095	LUTHERAN FAMILY SER	0180020350002	20330	RPS STUDENT SERVICE	0.00	56.28
9001	120969	07/08/19	5314	MADISON NATIONAL LI	01	9409	RPS JULY 2019 PREM	0.00	9,508.93
9001	120970	07/08/19	4884	MATHESON TRI-GAS, I	0180020262000	20730	RPS MAINTENANCE VMA	0.00	52.15
9001	120970	07/08/19	4884	MATHESON TRI-GAS, I	0180020262000	20610	RPS MAINTENANCE VMA	0.00	67.40
TOTAL CHECK								0.00	119.55
9001	120971	07/08/19	6400	MAXIM HEALTHCARE SE	0136020120000	20320	RPS STUDENT SERVICE	0.00	914.25
9001	120971	07/08/19	6400	MAXIM HEALTHCARE SE	0136020120000	20320	RPS STUDENT SERVICE	0.00	4,583.59
9001	120971	07/08/19	6400	MAXIM HEALTHCARE SE	0136020120000	20320	RPS STUDENT SERVICE	0.00	5,508.44
TOTAL CHECK								0.00	11,006.28
9001	120972	07/08/19	6502	MCGRAW HILL	0116420110001	20640	RPS CUR CU190073	0.00	115.46
9001	120972	07/08/19	6502	MCGRAW HILL	0116820110001	20640	RPS CUR CU190073	0.00	150.10
9001	120972	07/08/19	6502	MCGRAW HILL	0116920110001	20640	RPS CUR CU190073	0.00	184.74
9001	120972	07/08/19	6502	MCGRAW HILL	0116620110001	20640	RPS CUR CU190073	0.00	219.38
9001	120972	07/08/19	6502	MCGRAW HILL	0116320110001	20640	RPS CUR CU190073	0.00	242.45
9001	120972	07/08/19	6502	MCGRAW HILL	0116720110001	20640	RPS CUR CU190073	0.00	242.47
TOTAL CHECK								0.00	1,154.60
9001	120973	07/08/19	813	MECHANICAL SALES PA	0126020262000	20430	RPS MAINTENANCE RMS	0.00	254.00
9001	120973	07/08/19	813	MECHANICAL SALES PA	0126020262000	20430	RPS MAINTENANCE RMS	0.00	141.95
TOTAL CHECK								0.00	395.95
9001	120974	07/08/19	5926	MENARDS	0126020261000	20610	RPS MAINTENANCE RMS	0.00	119.98
9001	120974	07/08/19	5926	MENARDS	0116920262000	20430	RPS MAINTENANCE WIL	0.00	103.95
9001	120974	07/08/19	5926	MENARDS	0116720262000	20430	RPS MAINTENANCE MOC	0.00	66.46
9001	120974	07/08/19	5926	MENARDS	0126020261000	20610	RPS MAINTENANCE RMS	0.00	67.24
9001	120974	07/08/19	5926	MENARDS	0136020262000	20430	RPS MAINTENANCE RHS	0.00	75.90
9001	120974	07/08/19	5926	MENARDS	0136020262000	20430	RPS MAINTENANCE RHS	0.00	17.18
9001	120974	07/08/19	5926	MENARDS	0116320262000	20430	RPS MAINTENANCE BLU	0.00	20.85
9001	120974	07/08/19	5926	MENARDS	0136020262000	20430	RPS MAINTENANCE RHS	0.00	20.85
9001	120974	07/08/19	5926	MENARDS	0136020261000	20610	RPS MAINTENANCE RHS	0.00	23.43
9001	120974	07/08/19	5926	MENARDS	0116620261000	20610	RPS MAINTENANCE MEA	0.00	24.96
9001	120974	07/08/19	5926	MENARDS	0116620261000	20610	RPS MAINTENANCE MEA	0.00	27.44
9001	120974	07/08/19	5926	MENARDS	0126020261000	20610	RPS MAINTENANCE RMS	0.00	28.98
9001	120974	07/08/19	5926	MENARDS	0136020261000	20610	RPS MAINTENANCE RHS	0.00	38.88

SELECTION CRITERIA: transact.ck_date='20190708 00:00:00.000'
ACCOUNTING PERIOD: 11/19

FUND - 01 - GENERAL FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	ORG. KEY	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
9001	120974	07/08/19	5926	MENARDS	0136020261000	20610	RPS MAINTENANCE RHS	0.00	40.57
9001	120974	07/08/19	5926	MENARDS	0116420262000	20430	RPS MAINTENANCE KW	0.00	5.34
9001	120974	07/08/19	5926	MENARDS	0116920261000	20610	RPS MAINTENANCE WIL	0.00	10.78
9001	120974	07/08/19	5926	MENARDS	0180020262000	20430	RPS MAINTENANCE VMA	0.00	11.06
9001	120974	07/08/19	5926	MENARDS	0136020261000	20610	RPS MAINTENANCE RHS	0.00	8.57
TOTAL CHECK								0.00	712.42
9001	120976	07/08/19	834	METRO UTILITIES DIS	0136020261000	20629	RPS 8969 PARK DRIVE	0.00	2.40
9001	120976	07/08/19	834	METRO UTILITIES DIS	0136020261000	20621	RPS 8969 PARK DRIVE	0.00	9.60
9001	120976	07/08/19	834	METRO UTILITIES DIS	0116820261000	20629	RPS 7900 SEYMOUR ST	0.00	72.20
9001	120976	07/08/19	834	METRO UTILITIES DIS	0116920261000	20629	RPS 8023 RALSTON AV	0.00	74.60
9001	120976	07/08/19	834	METRO UTILITIES DIS	0180020261000	20629	RPS 8545 PARK DRIVE	0.00	45.80
9001	120976	07/08/19	834	METRO UTILITIES DIS	0136020261000	20629	RPS 8901 PARK DRIVE	0.00	90.00
9001	120976	07/08/19	834	METRO UTILITIES DIS	0116420261000	20629	RPS 6240 H STREET	0.00	94.00
9001	120976	07/08/19	834	METRO UTILITIES DIS	0126020261000	20629	RPS 8202 LAKEVIEW S	0.00	96.20
9001	120976	07/08/19	834	METRO UTILITIES DIS	0136020261000	20621	RPS 8801 PARK DRIVE	0.00	684.00
9001	120976	07/08/19	834	METRO UTILITIES DIS	0116420261000	20621	RPS 6240 H STREET	0.00	699.20
9001	120976	07/08/19	834	METRO UTILITIES DIS	0116720261000	20621	RPS 5100 SOUTH 93RD	0.00	733.60
9001	120976	07/08/19	834	METRO UTILITIES DIS	0136020261000	20621	RPS 8901 PARK DRIVE	0.00	956.80
9001	120976	07/08/19	834	METRO UTILITIES DIS	0116620261000	20621	RPS 9205 BERRY STRE	0.00	1,088.00
9001	120976	07/08/19	834	METRO UTILITIES DIS	0126020261000	20621	RPS 8202 LAKEVIEW S	0.00	1,092.80
9001	120976	07/08/19	834	METRO UTILITIES DIS	0116320261000	20621	RPS 10310 MOCKINGBI	0.00	1,284.80
9001	120976	07/08/19	834	METRO UTILITIES DIS	0136020261000	20629	RPS 8801 PARK DRIVE	0.00	171.00
9001	120976	07/08/19	834	METRO UTILITIES DIS	0116420261000	20629	RPS 6240 H STREET	0.00	174.80
9001	120976	07/08/19	834	METRO UTILITIES DIS	0180020261000	20621	RPS 8545 PARK DRIVE	0.00	183.20
9001	120976	07/08/19	834	METRO UTILITIES DIS	0116720261000	20629	RPS 5100 SOUTH 93RD	0.00	183.40
9001	120976	07/08/19	834	METRO UTILITIES DIS	0136020261000	20629	RPS 8969 PARK DRIVE	0.00	210.40
9001	120976	07/08/19	834	METRO UTILITIES DIS	0136020261000	20629	RPS 8901 PARK DRIVE	0.00	239.20
9001	120976	07/08/19	834	METRO UTILITIES DIS	0116620261000	20629	RPS 9205 BERRY STRE	0.00	272.00
9001	120976	07/08/19	834	METRO UTILITIES DIS	0126020261000	20629	RPS 8202 LAKEVIEW S	0.00	273.20
9001	120976	07/08/19	834	METRO UTILITIES DIS	0116820261000	20621	RPS 7900 SEYMOUR ST	0.00	288.80
9001	120976	07/08/19	834	METRO UTILITIES DIS	0116920261000	20621	RPS 8023 RALSTON AV	0.00	298.40
9001	120976	07/08/19	834	METRO UTILITIES DIS	0116320261000	20629	RPS 10310 MOCKINGBI	0.00	321.20
9001	120976	07/08/19	834	METRO UTILITIES DIS	0136020261000	20621	RPS 8901 PARK DRIVE	0.00	360.00
9001	120976	07/08/19	834	METRO UTILITIES DIS	0116420261000	20621	RPS 6240 H STREET	0.00	376.00
9001	120976	07/08/19	834	METRO UTILITIES DIS	0126020261000	20621	RPS 8202 LAKEVIEW S	0.00	384.80
9001	120976	07/08/19	834	METRO UTILITIES DIS	0136020261000	20621	RPS 8969 PARK DRIVE	0.00	841.60
TOTAL CHECK								0.00	11,602.00
9001	120977	07/08/19	6499	MILLARD SPRINKLER	0136020262000	20430	RPS MAINTENANCE RHS	0.00	777.60
9001	120978	07/08/19	5167	MULTI-HEALTH SYSTEM	0116420214100	20610	RPS STUDSER SS19009	0.00	130.04
9001	120978	07/08/19	5167	MULTI-HEALTH SYSTEM	0116820214100	20610	RPS STUDSER SS19009	0.00	143.05
9001	120978	07/08/19	5167	MULTI-HEALTH SYSTEM	0116920214100	20610	RPS STUDSER SS19009	0.00	197.24
9001	120978	07/08/19	5167	MULTI-HEALTH SYSTEM	0116620214100	20610	RPS STUDSER SS19009	0.00	208.09
9001	120978	07/08/19	5167	MULTI-HEALTH SYSTEM	0116720214100	20610	RPS STUDSER SS19009	0.00	236.25
9001	120978	07/08/19	5167	MULTI-HEALTH SYSTEM	0116320214100	20610	RPS STUDSER SS19009	0.00	249.26
9001	120978	07/08/19	5167	MULTI-HEALTH SYSTEM	0126020214100	20610	RPS STUDSER SS19009	0.00	305.61
9001	120978	07/08/19	5167	MULTI-HEALTH SYSTEM	0136020214100	20610	RPS STUDSER SS19009	0.00	697.92
TOTAL CHECK								0.00	2,167.46
9001	120979	07/08/19	5531	NACIA	0180020221200	20810	RPS DR.CECILIA WILK	0.00	15.00

SELECTION CRITERIA: transact.ck_date='20190708 00:00:00.000'
ACCOUNTING PERIOD: 11/19

FUND - 01 - GENERAL FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	ORG. KEY	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
9001	120980	07/08/19	732	NASCO	0126020110050	20610	RALSTONMIDDLE MS193	0.00	468.24
9001	120981	07/08/19	3460	NCS PEARSON INC	0116720214100	20610	RPS STUDENT SERVICE	0.00	15.47
9001	120981	07/08/19	3460	NCS PEARSON INC	0116620214100	20610	RPS STUDENT SERVICE	0.00	13.63
9001	120981	07/08/19	3460	NCS PEARSON INC	0116320214100	20610	RPS STUDENT SERVICE	0.00	16.33
9001	120981	07/08/19	3460	NCS PEARSON INC	0116420215000	20610	RPS STUDENT SERVICE	0.00	21.69
9001	120981	07/08/19	3460	NCS PEARSON INC	0126020214100	20610	RPS STUDENT SERVICE	0.00	20.02
9001	120981	07/08/19	3460	NCS PEARSON INC	0116820214100	20610	RPS STUDENT SERVICE	0.00	9.37
9001	120981	07/08/19	3460	NCS PEARSON INC	0116720215000	20610	RPS STUDENT SERVICE	0.00	39.39
9001	120981	07/08/19	3460	NCS PEARSON INC	0116920215000	20610	RPS STUDENT SERVICE	0.00	32.89
9001	120981	07/08/19	3460	NCS PEARSON INC	0116620215000	20610	RPS STUDENT SERVICE	0.00	34.70
9001	120981	07/08/19	3460	NCS PEARSON INC	0116820215000	20610	RPS STUDENT SERVICE	0.00	23.85
9001	120981	07/08/19	3460	NCS PEARSON INC	0126020215000	20610	RPS STUDENT SERVICE	0.00	50.96
9001	120981	07/08/19	3460	NCS PEARSON INC	0136020215000	20610	RPS STUDENT SERVICE	0.00	116.42
9001	120981	07/08/19	3460	NCS PEARSON INC	0116320215000	20610	RPS STUDENT SERVICE	0.00	41.56
9001	120981	07/08/19	3460	NCS PEARSON INC	0136020214100	20610	RPS STUDENT SERVICE	0.00	45.74
9001	120981	07/08/19	3460	NCS PEARSON INC	0116420214100	20610	RPS STUDENT SERVICE	0.00	8.52
9001	120981	07/08/19	3460	NCS PEARSON INC	0116920214100	20610	RPS STUDENT SERVICE	0.00	12.92
TOTAL CHECK								0.00	503.46
9001	120982	07/08/19	797	NCSA	0126020241000	20810	RPS S. SCHRAD MEMBE	0.00	585.00
9001	120983	07/08/19	5898	NE SAFETY CENTER @U	0180020271000	20340	RPS TRANSPORTATION	0.00	100.00
9001	120984	07/08/19	6370	NEBRASKA DEPARTMENT	0180020221000	20262	RPS INTEREST	0.00	1.83
9001	120985	07/08/19	836	NEBRASKA FURNITURE	0136020110060	20610	RALSTON HIGH HS1904	0.00	1,062.00
9001	120987	07/08/19	921	OFFICE DEPOT	0116320110000	20610	BLUMFIELD BL19084	0.00	441.13
9001	120987	07/08/19	921	OFFICE DEPOT	0136020110050	20610	RALSTON HIGH HS1904	0.00	2,027.55
9001	120987	07/08/19	921	OFFICE DEPOT	0126020110040	20610	RALSTONMIDDLE MS193	0.00	270.34
9001	120987	07/08/19	921	OFFICE DEPOT	0180020232000	20610	RPS ADMIN CO190032	0.00	1,298.48
9001	120987	07/08/19	921	OFFICE DEPOT	0116720110000	20610	MOCKINGBIRD MB19007	0.00	1,508.54
9001	120987	07/08/19	921	OFFICE DEPOT	0116620110000	20610	MEADOWS MW1900133	0.00	1,664.11
9001	120987	07/08/19	921	OFFICE DEPOT	0136020110029	20610	RALSTON HIGH HS1904	0.00	309.05
9001	120987	07/08/19	921	OFFICE DEPOT	0116720110000	20610	MOCKINGBIRD MB19007	0.00	215.94
9001	120987	07/08/19	921	OFFICE DEPOT	0136020110083	20640	RALSTON HIGH HS1904	0.00	221.89
9001	120987	07/08/19	921	OFFICE DEPOT	0136020110000	20610	RALSTON HIGH HS1904	0.00	86.27
9001	120987	07/08/19	921	OFFICE DEPOT	0116820110000	20610	SEYMOUR SE190060	0.00	104.12
9001	120987	07/08/19	921	OFFICE DEPOT	0116820110000	20610	SEYMOUR SE190050	0.00	115.06
9001	120987	07/08/19	921	OFFICE DEPOT	0136020110000	20610	RALSTON HIGH HS1904	0.00	133.79
9001	120987	07/08/19	921	OFFICE DEPOT	0136020110083	20640	RALSTON HIGH HS1904	0.00	164.85
9001	120987	07/08/19	921	OFFICE DEPOT	0116920110000	20610	WILDEWOOD WW190028	0.00	166.03
9001	120987	07/08/19	921	OFFICE DEPOT	0136020110000	20733	RALSTON HIGH HS1904	0.00	169.99
9001	120987	07/08/19	921	OFFICE DEPOT	0136020110000	20610	RALSTON HIGH HS1904	0.00	48.80
9001	120987	07/08/19	921	OFFICE DEPOT	0116720110000	20610	MOCKINGBIRD MB19007	0.00	50.32
9001	120987	07/08/19	921	OFFICE DEPOT	0180020232000	20610	RPS ADMIN CO190034	0.00	52.82
9001	120987	07/08/19	921	OFFICE DEPOT	0126020110040	20610	RALSTONMIDDLE MS193	0.00	60.09
9001	120987	07/08/19	921	OFFICE DEPOT	0126020110000	20610	RALSTONMIDDLE MS193	0.00	63.57
9001	120987	07/08/19	921	OFFICE DEPOT	0116620110000	20610	MEADOWS MW1900133	0.00	75.16
9001	120987	07/08/19	921	OFFICE DEPOT	0180020232000	20610	RPS ADMIN CO190033	0.00	70.85

SELECTION CRITERIA: transact.ck_date='20190708 00:00:00.000'
ACCOUNTING PERIOD: 11/19

FUND - 01 - GENERAL FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	ORG. KEY	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
9001	120987	07/08/19	921	OFFICE DEPOT	0180020232000	20610	RPS ADMIN CO190032	0.00	28.64
9001	120987	07/08/19	921	OFFICE DEPOT	0126020110010	20610	RALSTONMIDDLE MS193	0.00	36.07
9001	120987	07/08/19	921	OFFICE DEPOT	0136020110000	20610	RALSTON HIGH HS1904	0.00	37.58
9001	120987	07/08/19	921	OFFICE DEPOT	0180020232000	20610	RPS ADMIN CO190032	0.00	39.99
9001	120987	07/08/19	921	OFFICE DEPOT	0116720110000	20610	MOCKINGBIRD MB19007	0.00	20.58
9001	120987	07/08/19	921	OFFICE DEPOT	0136020110030	20610	RALSTON HIGH HS1904	0.00	22.25
9001	120987	07/08/19	921	OFFICE DEPOT	0126020110000	20610	RALSTONMIDDLE MS193	0.00	16.72
9001	120987	07/08/19	921	OFFICE DEPOT	0116620110000	20610	RPS CUR CU190071	0.00	14.60
9001	120987	07/08/19	921	OFFICE DEPOT	0116720110000	20610	RPS CUR CU190071	0.00	16.14
9001	120987	07/08/19	921	OFFICE DEPOT	0116320110000	20610	RPS CUR CU190071	0.00	16.14
9001	120987	07/08/19	921	OFFICE DEPOT	0136020110000	20610	RALSTON HIGH HS1904	0.00	8.64
9001	120987	07/08/19	921	OFFICE DEPOT	0116720110000	20610	MOCKINGBIRD MB19007	0.00	8.85
9001	120987	07/08/19	921	OFFICE DEPOT	0116720110000	20610	MOCKINGBIRD MB19007	0.00	12.07
9001	120987	07/08/19	921	OFFICE DEPOT	0116920110000	20610	RPS CUR CU190071	0.00	12.30
9001	120987	07/08/19	921	OFFICE DEPOT	0116420110000	20610	RPS CUR CU190071	0.00	7.69
9001	120987	07/08/19	921	OFFICE DEPOT	0116620110000	20610	MEADOWS MW1900133	0.00	8.35
9001	120987	07/08/19	921	OFFICE DEPOT	0126020110040	20610	RALSTONMIDDLE MS193	0.00	9.86
9001	120987	07/08/19	921	OFFICE DEPOT	0116820110000	20610	RPS CUR CU190071	0.00	9.99
9001	120987	07/08/19	921	OFFICE DEPOT	0116920110000	20610	WILDEWOOD WW190028	0.00	9.99
TOTAL CHECK								0.00	9,655.20
9001	120988	07/08/19	910	O'KEEFE ELEVATOR CO	0126020262000	20430	RPS MAINTENANCE RMS	0.00	206.72
9001	120988	07/08/19	910	O'KEEFE ELEVATOR CO	0136020262000	20430	RPS MAINTENANCE RHS	0.00	787.49
TOTAL CHECK								0.00	994.21
9001	120989	07/08/19	936	OMAHA PUBLIC POWER	0180020261000	20622	RPS ADMIN/VMAC	0.00	2,147.55
9001	120989	07/08/19	936	OMAHA PUBLIC POWER	0116820261000	20622	RPS SEYMOUR	0.00	3,667.93
9001	120989	07/08/19	936	OMAHA PUBLIC POWER	0116920261000	20622	RPS WILDEWOOD	0.00	3,669.43
9001	120989	07/08/19	936	OMAHA PUBLIC POWER	0116420261000	20622	RPS KAREN WESTERN	0.00	3,744.84
9001	120989	07/08/19	936	OMAHA PUBLIC POWER	0116620261000	20622	RPS MEADOWS	0.00	4,011.07
9001	120989	07/08/19	936	OMAHA PUBLIC POWER	0116720261000	20622	RPS MOCKINGBIRD	0.00	4,215.83
9001	120989	07/08/19	936	OMAHA PUBLIC POWER	0126020261000	20622	RPS MIDDLE SCHOOL	0.00	13,359.36
9001	120989	07/08/19	936	OMAHA PUBLIC POWER	0136020261000	20622	RPS HIGH SCHOOL	0.00	24,187.97
9001	120989	07/08/19	936	OMAHA PUBLIC POWER	0116320261000	20622	RPS BLUMFIELD	0.00	6,471.97
TOTAL CHECK								0.00	65,475.95
9001	120990	07/08/19	940	OMAHA WINNELSON	0136020262000	20430	RPS MAINTENANCE RHS	0.00	41.33
9001	120991	07/08/19	430	OMAHA'S HENRY DOORL	0116720353500	20610	RPS SS/HAL FT CASSO	0.00	24.16
9001	120991	07/08/19	430	OMAHA'S HENRY DOORL	0116320353500	20610	RPS SS/HAL FT CASSO	0.00	25.46
9001	120991	07/08/19	430	OMAHA'S HENRY DOORL	0116820353500	20610	RPS SS/HAL FT CASSO	0.00	14.64
9001	120991	07/08/19	430	OMAHA'S HENRY DOORL	0116620353500	20610	RPS SS/HAL FT CASSO	0.00	21.30
9001	120991	07/08/19	430	OMAHA'S HENRY DOORL	0116920353500	20610	RPS SS/HAL FT CASSO	0.00	20.11
9001	120991	07/08/19	430	OMAHA'S HENRY DOORL	0180020271000	20340	RPS FT/KW SHELBY PA	0.00	76.00
9001	120991	07/08/19	430	OMAHA'S HENRY DOORL	0180020271000	20340	RPS FT/PS S.MCCORMI	0.00	136.00
9001	120991	07/08/19	430	OMAHA'S HENRY DOORL	0180020271000	20340	RPS FT/KW SHELBY PA	0.00	119.00
9001	120991	07/08/19	430	OMAHA'S HENRY DOORL	0180020271000	20340	RPS FT/PS K. SUND	0.00	200.00
9001	120991	07/08/19	430	OMAHA'S HENRY DOORL	0116420353500	20610	RPS SS/HAL FT CASSO	0.00	13.33
TOTAL CHECK								0.00	650.00
9001	120992	07/08/19	954	P & A MANAGEMENT CO	0136020110000	20441	RPS 7547&7547A LEAS	0.00	1,175.00

SELECTION CRITERIA: transact.ck_date='20190708 00:00:00.000'
ACCOUNTING PERIOD: 11/19

FUND - 01 - GENERAL FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	ORG. KEY	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
9001	120993	07/08/19	5442	PAR	0116420214100	20610	RPS STUDENT SERVICE	0.00	39.98
9001	120993	07/08/19	5442	PAR	0116820214100	20610	RPS STUDENT SERVICE	0.00	43.98
9001	120993	07/08/19	5442	PAR	0116920214100	20610	RPS STUDENT SERVICE	0.00	60.64
9001	120993	07/08/19	5442	PAR	0116620214100	20610	RPS STUDENT SERVICE	0.00	63.97
9001	120993	07/08/19	5442	PAR	0116720214100	20610	RPS STUDENT SERVICE	0.00	72.63
9001	120993	07/08/19	5442	PAR	0116320214100	20610	RPS STUDENT SERVICE	0.00	76.63
9001	120993	07/08/19	5442	PAR	0126020214100	20610	RPS STUDENT SERVICE	0.00	93.95
9001	120993	07/08/19	5442	PAR	0136020214100	20610	RPS STUDENT SERVICE	0.00	214.58
TOTAL CHECK								0.00	666.36
9001	120994	07/08/19	7055	PER MAR SECURITY SE	0116720262000	20430	RPS MAINTENANCE MOC	0.00	102.00
9001	120995	07/08/19	2383	PRAIRIE MECHANICAL	0126020262000	20430	RPS MAINTENANCE RMS	0.00	2,209.11
9001	120996	07/08/19	3989	PRIME COMMUNICATION	0180020258000	20340	REPLACE FAILED DOOR	0.00	1,397.65
9001	120997	07/08/19	5682	PRINTING INK	0180020232000	20610	RPS ADMIN/CO/VMAC	0.00	397.00
9001	120998	07/08/19	6379	THE OMAHA WORLD-HER	0180020257000	20540	RPS HUMAN RESOURCES	0.00	1,865.94
9001	120998	07/08/19	6379	THE OMAHA WORLD-HER	0180020232000	20540	RPS BOE LEGALS	0.00	29.52
TOTAL CHECK								0.00	1,895.46
9001	121000	07/08/19	973	RALSTON AREA CHAMBE	0180020221200	20610	RPS TIFFANIE WELTE/	0.00	15.00
9001	121001	07/08/19	3366	RALSTON PUBLIC SCHO	0180020232000	20320	RPS MAYBREAKFASTPCM	0.00	675.00
9001	121001	07/08/19	3366	RALSTON PUBLIC SCHO	0116420215300	20320	RPS STUDENT SERVICE	0.00	76,126.21
9001	121001	07/08/19	3366	RALSTON PUBLIC SCHO	0136020215100	20320	RPS STUDENT SERVICE	0.00	92,811.25
9001	121001	07/08/19	3366	RALSTON PUBLIC SCHO	0116420215200	20320	RPS STUDENT SERVICE	0.00	537.01
9001	121001	07/08/19	3366	RALSTON PUBLIC SCHO	0116420129100	20610	RPS SS/PS B&L MAY20	0.00	113.01
9001	121001	07/08/19	3366	RALSTON PUBLIC SCHO	0116820129100	20610	RPS SS/PS B&L MAY20	0.00	124.11
9001	121001	07/08/19	3366	RALSTON PUBLIC SCHO	0116920129100	20610	RPS SS/PS B&L MAY20	0.00	170.51
9001	121001	07/08/19	3366	RALSTON PUBLIC SCHO	0116720129100	20610	RPS SS/PS B&L MAY20	0.00	204.83
9001	121001	07/08/19	3366	RALSTON PUBLIC SCHO	0116620129100	20610	RPS SS/PS B&L MAY20	0.00	180.61
9001	121001	07/08/19	3366	RALSTON PUBLIC SCHO	0126020215100	20320	RPS STUDENT SERVICE	0.00	55,686.75
9001	121001	07/08/19	3366	RALSTON PUBLIC SCHO	0116320129100	20610	RPS SS/PS B&L MAY20	0.00	215.93
TOTAL CHECK								0.00	226,845.22
9001	121002	07/08/19	995	REALLY GOOD STUFF,	0116820110000	20610	SEYMOUR SE190055	0.00	183.39
9001	121003	07/08/19	3545	ROCHESTER MIDLAND C	0116420261000	20340	RPS MAINTENANCE KW	0.00	156.25
9001	121003	07/08/19	3545	ROCHESTER MIDLAND C	0116720261000	20340	RPS MAINTENANCE MOC	0.00	156.25
9001	121003	07/08/19	3545	ROCHESTER MIDLAND C	0126020261000	20340	RPS MAINTENANCE RMS	0.00	156.25
9001	121003	07/08/19	3545	ROCHESTER MIDLAND C	0136020261000	20340	RPS MAINTENANCE RHS	0.00	156.25
TOTAL CHECK								0.00	625.00
9001	121005	07/08/19	2822	SCHOOL MATE	0136020110000	20610	RALSTON HIGH HS1903	0.00	714.00
9001	121006	07/08/19	1111	SCHOOL SPECIALTY	0116920110000	20610	RPS STUDENT SERVICE	0.00	145.61
9001	121006	07/08/19	1111	SCHOOL SPECIALTY	0116920129100	20610	RPS STUDENT SERVICE	0.00	145.62
9001	121006	07/08/19	1111	SCHOOL SPECIALTY	0116920110000	20610	RPS STUDENT SERVICE	0.00	155.15
9001	121006	07/08/19	1111	SCHOOL SPECIALTY	0116920129100	20610	RPS STUDENT SERVICE	0.00	155.16
9001	121006	07/08/19	1111	SCHOOL SPECIALTY	0116820110000	20610	SEYMOUR SE190041	0.00	82.46

SELECTION CRITERIA: transact.ck_date='20190708 00:00:00.000'
ACCOUNTING PERIOD: 11/19

FUND - 01 - GENERAL FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	ORG. KEY	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
9001	121006	07/08/19	1111	SCHOOL SPECIALTY	0116920110000	20610	RPS STUDENT SERVICE	0.00	5.75
9001	121006	07/08/19	1111	SCHOOL SPECIALTY	0116920129100	20610	RPS STUDENT SERVICE	0.00	5.75
9001	121006	07/08/19	1111	SCHOOL SPECIALTY	0116820129100	20610	RPS STUDENT SERVICE	0.00	340.17
TOTAL CHECK								0.00	1,035.67
9001	121007	07/08/19	7067	SHELL FLEET PLUS	0180020271000	20626	RPS TRANSPORTATION	0.00	499.42
9001	121008	07/08/19	1365	SIGNIT	0180020232000	20610	RPS ADMIN/VMAC	0.00	168.00
9001	121010	07/08/19	6691	SORENSEN'S TREE & S	0116720262000	20430	RPS MAINTENANCE MOC	0.00	411.11
9001	121010	07/08/19	6691	SORENSEN'S TREE & S	0116820262000	20430	RPS MAINTENANCE SEY	0.00	411.11
9001	121010	07/08/19	6691	SORENSEN'S TREE & S	0116920262000	20430	RPS MAINTENANCE WIL	0.00	411.11
9001	121010	07/08/19	6691	SORENSEN'S TREE & S	0126020262000	20430	RPS MAINTENANCE RMS	0.00	411.11
9001	121010	07/08/19	6691	SORENSEN'S TREE & S	0136020262000	20430	RPS MAINTENANCE RHS	0.00	411.11
9001	121010	07/08/19	6691	SORENSEN'S TREE & S	0180020262000	20430	RPS MAINTENANCE VMA	0.00	411.12
9001	121010	07/08/19	6691	SORENSEN'S TREE & S	0116320262000	20430	RPS MAINTENANCE BLU	0.00	411.11
9001	121010	07/08/19	6691	SORENSEN'S TREE & S	0116420262000	20430	RPS MAINTENANCE KW	0.00	411.11
9001	121010	07/08/19	6691	SORENSEN'S TREE & S	0116620262000	20430	RPS MAINTENANCE MEA	0.00	411.11
TOTAL CHECK								0.00	3,700.00
9001	121011	07/08/19	5589	SPECTRUM PAINT	0136020262000	20430	RPS MAINTENANCE RHS	0.00	85.91
9001	121011	07/08/19	5589	SPECTRUM PAINT	0116720262000	20430	RPS MAINTENANCE MOC	0.00	106.86
9001	121011	07/08/19	5589	SPECTRUM PAINT	0116320262000	20430	RPS MAINTENANCE BLU	0.00	27.48
9001	121011	07/08/19	5589	SPECTRUM PAINT	0116320262000	20430	RPS MAINTENANCE BLU	0.00	47.73
9001	121011	07/08/19	5589	SPECTRUM PAINT	0116620262000	20430	RPS MAINTENANCE MEA	0.00	159.88
9001	121011	07/08/19	5589	SPECTRUM PAINT	0136020262000	20430	RPS MAINTENANCE RHS	0.00	9.34
TOTAL CHECK								0.00	437.20
9001	121012	07/08/19	6147	SUN VALLEY LANDSCAP	0126020262000	20430	RPS MAINTENANCE RMS	0.00	114.40
9001	121013	07/08/19	3617	SUPERIOR LIGHTING I	0126020262000	20430	RPS MAINTENANCE RMS	0.00	545.15
9001	121013	07/08/19	3617	SUPERIOR LIGHTING I	0136020262000	20430	RPS MAINTENANCE RHS	0.00	1,095.85
TOTAL CHECK								0.00	1,641.00
9001	121014	07/08/19	3418	THE ROSE	0180020271000	20340	RPS FT/WW 1STGRCALV	0.00	155.00
9001	121015	07/08/19	1139	TRACTOR SUPPLY CO	0180020262000	20610	RPS MAINTENANCE VMA	0.00	179.98
9001	121015	07/08/19	1139	TRACTOR SUPPLY CO	0180020262000	20430	RPS MAINTENANCE VMA	0.00	2.99
TOTAL CHECK								0.00	182.97
9001	121016	07/08/19	2051	TRANE	0126020262000	20430	RPS MAINTENANCE RMS	0.00	-4,741.44
9001	121016	07/08/19	2051	TRANE	0126020262000	20430	RPS MAINTENANCE RMS	0.00	4,741.44
9001	121016	07/08/19	2051	TRANE	0136020262000	20430	RPS MAINTENANCE RHS	0.00	174.27
9001	121016	07/08/19	2051	TRANE	0180020262000	20430	RPS MAINTENANCE VMA	0.00	161.37
9001	121016	07/08/19	2051	TRANE	0136020262000	20430	RPS MAINTENANCE RHS	0.00	135.82
9001	121016	07/08/19	2051	TRANE	0136020262000	20430	RPS MAINTENANCE RHS	0.00	1,826.60
9001	121016	07/08/19	2051	TRANE	0136020262000	20430	RPS MAINTENANCE RHS	0.00	2,484.04
9001	121016	07/08/19	2051	TRANE	0136020262000	20430	RPS MAINTENANCE RHS	0.00	891.45
9001	121016	07/08/19	2051	TRANE	0136020262000	20430	RPS MAINTENANCE RHS	0.00	1,081.44
9001	121016	07/08/19	2051	TRANE	0126020262000	20430	RPS MAINTENANCE RMS	0.00	370.99
TOTAL CHECK								0.00	7,125.98

SELECTION CRITERIA: transact.ck_date='20190708 00:00:00.000'
ACCOUNTING PERIOD: 11/19

FUND - 01 - GENERAL FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	ORG. KEY	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
9001	121017	07/08/19	6034	TRUCK CENTER COMPAN	0180020271200	20430	RPS TRANSPORTATION	0.00	3,521.33
9001	121017	07/08/19	6034	TRUCK CENTER COMPAN	0180020271200	20430	RPS TRANSPORTATION	0.00	513.09
TOTAL CHECK								0.00	4,034.42
9001	121018	07/08/19	5936	ULINE	0116820110000	20610	SEYMOUR SE190054	0.00	140.39
9001	121019	07/08/19	3523	UNITED STATES TREAS	0180020251000	20610	RALSTON PUBLIC 2NDQ	0.00	7.17
9001	121020	07/08/19	1924	UNIVERSITY OF NEBRA	0116420353500	20610	RPS STUDENT SERVICE	0.00	17.92
9001	121020	07/08/19	1924	UNIVERSITY OF NEBRA	0116820353500	20610	RPS STUDENT SERVICE	0.00	19.68
9001	121020	07/08/19	1924	UNIVERSITY OF NEBRA	0116920353500	20610	RPS STUDENT SERVICE	0.00	27.04
9001	121020	07/08/19	1924	UNIVERSITY OF NEBRA	0116620353500	20610	RPS STUDENT SERVICE	0.00	28.64
9001	121020	07/08/19	1924	UNIVERSITY OF NEBRA	0116320353500	20610	RPS STUDENT SERVICE	0.00	33.24
9001	121020	07/08/19	1924	UNIVERSITY OF NEBRA	0116720353500	20610	RPS STUDENT SERVICE	0.00	33.48
TOTAL CHECK								0.00	160.00
9001	121021	07/08/19	4832	VERIZON WIRELESS	0180020271000	20530	RPS TRANSPORATION A	0.00	108.04
9001	121021	07/08/19	4832	VERIZON WIRELESS	0180020271000	20530	RPS TRANSPORTATION	0.00	486.18
TOTAL CHECK								0.00	594.22
9001	121022	07/08/19	3506	VERNIER SOFTWARE &	0136020110050	20610	RALSTON HIGH HS1904	0.00	611.28
9001	121023	07/08/19	3227	VIRCO	0116920110000	20733	WILDEWOOD WW190034	0.00	1,176.30
9001	121023	07/08/19	3227	VIRCO	0116320110000	20733	BLUMFIELD BL190077	0.00	1,410.96
9001	121023	07/08/19	3227	VIRCO	0116620110000	20733	MEADOWS ME190135	0.00	2,817.96
9001	121023	07/08/19	3227	VIRCO	0126020110000	20733	RALSTONMIDDLE MS193	0.00	3,301.15
9001	121023	07/08/19	3227	VIRCO	0116820110000	20733	SEYMOUR SE190051	0.00	233.50
TOTAL CHECK								0.00	8,939.87
9001	121024	07/08/19	6317	VISION SERVICE PLAN	01	9409	RPS JULY 2019 PREMI	0.00	2,507.95
9001	121025	07/08/19	3500	VOCATIONAL DEVELOPM	0136020120000	20569	RPS STUDENT SERVICE	0.00	4,696.67
9001	121026	07/08/19	1268	VOSS LIGHTING	0180020261000	20610	RPS MAINTENANCE VMA	0.00	595.80
9001	121026	07/08/19	1268	VOSS LIGHTING	0180020261000	20610	RPS MAINTENANCE VMA	0.00	477.00
TOTAL CHECK								0.00	1,072.80
9001	121027	07/08/19	2406	WASTE MANAGEMENT OF	0180020261000	20629	RPS ADMIN/CO/VMAC	0.00	363.85
9001	121027	07/08/19	2406	WASTE MANAGEMENT OF	0180020261000	20629	RPS ADMIN/VMAC	0.00	64.78
9001	121027	07/08/19	2406	WASTE MANAGEMENT OF	0180020261000	20629	RPS BLUMFIELD	0.00	503.98
9001	121027	07/08/19	2406	WASTE MANAGEMENT OF	0180020261000	20629	RPS HIGH SCHOOL	0.00	1,278.89
9001	121027	07/08/19	2406	WASTE MANAGEMENT OF	0180020261000	20629	RPS MIDDLE SCHOOL	0.00	-214.92
9001	121027	07/08/19	2406	WASTE MANAGEMENT OF	0180020261000	20629	RPS MEADOWS	0.00	-145.10
9001	121027	07/08/19	2406	WASTE MANAGEMENT OF	0180020261000	20629	RPS MOCKINGBIRD	0.00	-111.30
9001	121027	07/08/19	2406	WASTE MANAGEMENT OF	0180020261000	20629	RPS KAREN WESTERN	0.00	-72.91
9001	121027	07/08/19	2406	WASTE MANAGEMENT OF	0180020261000	20629	RPS SEYMOUR	0.00	-55.64
9001	121027	07/08/19	2406	WASTE MANAGEMENT OF	0180020261000	20629	RPS WILDEWOOD	0.00	-55.64
TOTAL CHECK								0.00	1,555.99
9001	121028	07/08/19	5925	WELLS FARGO FINANCI	0180020253000	20442	RPS HIGH SCHOOL	0.00	669.26
9001	121028	07/08/19	5925	WELLS FARGO FINANCI	0180020253000	20442	RPS ADMIN/VMAC	0.00	721.92
9001	121028	07/08/19	5925	WELLS FARGO FINANCI	0180020253000	20442	RPS KAREN WESTERN	0.00	50.74

SELECTION CRITERIA: transact.ck_date='20190708 00:00:00.000'
ACCOUNTING PERIOD: 11/19

FUND - 01 - GENERAL FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	ORG. KEY	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
9001	121028	07/08/19	5925	WELLS FARGO FINANCI	0180020253000	20442	RPS MOCKINGBIRD	0.00	50.74
9001	121028	07/08/19	5925	WELLS FARGO FINANCI	0180020253000	20442	RPS SEYMOUR	0.00	50.74
9001	121028	07/08/19	5925	WELLS FARGO FINANCI	0180020253000	20442	RPS WILDEWOOD	0.00	50.74
9001	121028	07/08/19	5925	WELLS FARGO FINANCI	0180020253000	20442	RPS BLUMFIELD	0.00	50.74
9001	121028	07/08/19	5925	WELLS FARGO FINANCI	0180020253000	20442	RPS MEADOWS	0.00	50.75
9001	121028	07/08/19	5925	WELLS FARGO FINANCI	0180020253000	20442	RPS MIDDLE SCHOOL	0.00	200.72
TOTAL CHECK								0.00	1,896.35
9001	121029	07/08/19	1286	WEST MUSIC CO, INC	0116820110093	20610	SEYMOUR SE190052	0.00	57.90
9001	121030	07/08/19	1287	WESTERN PSYCHOLOGIC	0116720214100	20610	RPS STUDENT SERVICE	0.00	50.47
9001	121030	07/08/19	1287	WESTERN PSYCHOLOGIC	0116320214100	20610	RPS STUDENT SERVICE	0.00	53.26
9001	121030	07/08/19	1287	WESTERN PSYCHOLOGIC	0126020214100	20610	RPS STUDENT SERVICE	0.00	65.29
9001	121030	07/08/19	1287	WESTERN PSYCHOLOGIC	0136020214100	20610	RPS STUDENT SERVICE	0.00	149.14
9001	121030	07/08/19	1287	WESTERN PSYCHOLOGIC	0116820214100	20610	RPS STUDENT SERVICE	0.00	30.56
9001	121030	07/08/19	1287	WESTERN PSYCHOLOGIC	0116420214100	20610	RPS STUDENT SERVICE	0.00	27.78
9001	121030	07/08/19	1287	WESTERN PSYCHOLOGIC	0116920214100	20610	RPS STUDENT SERVICE	0.00	42.14
9001	121030	07/08/19	1287	WESTERN PSYCHOLOGIC	0116620214100	20610	RPS STUDENT SERVICE	0.00	44.46
TOTAL CHECK								0.00	463.10
9001	121031	07/08/19	6719	WESTLAKE ACE HARDWA	0136020261000	20610	RPS MAINTENANCE RHS	0.00	48.18
9001	121031	07/08/19	6719	WESTLAKE ACE HARDWA	0180020262000	20610	RPS MAINTENANCE VMA	0.00	23.96
9001	121031	07/08/19	6719	WESTLAKE ACE HARDWA	0116620261000	20610	RPS MAINTENANCE MEA	0.00	23.99
9001	121031	07/08/19	6719	WESTLAKE ACE HARDWA	0136020261000	20610	RPS MAINTENANCE RHS	0.00	25.98
9001	121031	07/08/19	6719	WESTLAKE ACE HARDWA	0126020261000	20610	RPS MAINTENANCE RMS	0.00	25.98
9001	121031	07/08/19	6719	WESTLAKE ACE HARDWA	0116920261000	20610	RPS MAINTENANCE WIL	0.00	26.99
9001	121031	07/08/19	6719	WESTLAKE ACE HARDWA	0126020262000	20430	RPS MAINTENANCE RMS	0.00	9.99
9001	121031	07/08/19	6719	WESTLAKE ACE HARDWA	0126020261000	20610	RPS MAINTENANCE RMS	0.00	13.18
TOTAL CHECK								0.00	198.25
9001	121032	07/08/19	3127	WESTSIDE COMMUNITY	0116820120000	20569	RPS STUDSER C.MILLE	0.00	3,780.00
9001	121033	07/08/19	6491	WHAT'S BUGGIN' YA	0180020261000	20340	RPS MAINTENANCE VMA	0.00	50.00
9001	121033	07/08/19	6491	WHAT'S BUGGIN' YA	0180020261000	20340	RPS MAINTENANCE VMA	0.00	50.00
9001	121033	07/08/19	6491	WHAT'S BUGGIN' YA	0116320261000	20340	RPS MAINTENANCE BLU	0.00	35.00
9001	121033	07/08/19	6491	WHAT'S BUGGIN' YA	0116420261000	20340	RPS MAINTENANCE KW	0.00	35.00
9001	121033	07/08/19	6491	WHAT'S BUGGIN' YA	0116620261000	20340	RPS MAINTENANCE MEA	0.00	35.00
9001	121033	07/08/19	6491	WHAT'S BUGGIN' YA	0116720261000	20340	RPS MAINTENANCE MOC	0.00	35.00
9001	121033	07/08/19	6491	WHAT'S BUGGIN' YA	0116820261000	20340	RPS MAINTENANCE SEY	0.00	35.00
9001	121033	07/08/19	6491	WHAT'S BUGGIN' YA	0116920261000	20340	RPS MAINTENANCE WIL	0.00	35.00
9001	121033	07/08/19	6491	WHAT'S BUGGIN' YA	0116320261000	20340	RPS MAINTENANCE BLU	0.00	35.00
9001	121033	07/08/19	6491	WHAT'S BUGGIN' YA	0116420261000	20340	RPS MAINTENANCE KW	0.00	35.00
9001	121033	07/08/19	6491	WHAT'S BUGGIN' YA	0116620261000	20340	RPS MAINTENANCE MEA	0.00	35.00
9001	121033	07/08/19	6491	WHAT'S BUGGIN' YA	0116720261000	20340	RPS MAINTENANCE MOC	0.00	35.00
9001	121033	07/08/19	6491	WHAT'S BUGGIN' YA	0116820261000	20340	RPS MAINTENANCE SEY	0.00	35.00
9001	121033	07/08/19	6491	WHAT'S BUGGIN' YA	0116920261000	20340	RPS MAINTENANCE WIL	0.00	35.00
9001	121033	07/08/19	6491	WHAT'S BUGGIN' YA	0126020261000	20340	RPS MAINTENANCE RMS	0.00	40.00
9001	121033	07/08/19	6491	WHAT'S BUGGIN' YA	0136020261000	20340	RPS MAINTENANCE RHS	0.00	40.00
9001	121033	07/08/19	6491	WHAT'S BUGGIN' YA	0126020261000	20340	RPS MAINTENANCE RMS	0.00	40.00
9001	121033	07/08/19	6491	WHAT'S BUGGIN' YA	0136020261000	20340	RPS MAINTENANCE RHS	0.00	40.00
TOTAL CHECK								0.00	680.00

SELECTION CRITERIA: transact.ck_date='20190708 00:00:00.000'
ACCOUNTING PERIOD: 11/19

FUND - 01 - GENERAL FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	ORG. KEY	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
9001	121034	07/08/19	6229	WORK FIT INC	0180020257000	20340	RPS HUMAN RESOURCES	0.00	65.00
9001	121034	07/08/19	6229	WORK FIT INC	0180020257000	20340	RPS HUMAN RESOURCES	0.00	65.00
TOTAL CHECK								0.00	130.00
9001	121035	07/08/19	6866	ZTRIP NE	0180020271200	20510	RPS STUDENT SERVICE	0.00	3,768.10
9001	121036 V	07/08/19	3042	AB REFRIGERATION IN	0180020262000	20610	DELETE FROM BATCH	0.00	-1.00
9001	121036	07/08/19	3042	AB REFRIGERATION IN	0180020262000	20610	DELETE FROM BATCH	0.00	1.00
TOTAL CHECK								0.00	0.00
9001	121037	07/08/19	7097	MATTHEW J BAY	0136020110000	20251	REIMBURSED 6 HOURS	0.00	1,794.00
9001	121038	07/08/19	316	JODY L. BLESSEN	0116820110000	20211	REIMBURSEMENT 6/7/1	0.00	61.30
9001	121038	07/08/19	316	JODY L. BLESSEN	0116820110000	20610	REIMBURSEMENT 6/11/	0.00	100.00
9001	121038	07/08/19	316	JODY L. BLESSEN	0116820110000	20333	REIMBURSED PBISCONF	0.00	134.56
TOTAL CHECK								0.00	295.86
9001	121039	07/08/19	5059	BRIAN FERGUSON	0116720241000	20333	REIMBURSE1/3-6/11/1	0.00	112.98
9001	121040	07/08/19	5688	CECILIA JEAN WILKEN	0180020221200	20211	REIMBURSEMENT 7/1/1	0.00	250.00
9001	121041	07/08/19	5889	DEANNA ANDERSON	0116720620000	20333	REIMBURS1/7-5/23/20	0.00	51.04
9001	121041	07/08/19	5889	DEANNA ANDERSON	0116920620000	20333	REIMBURS1/7-5/23/20	0.00	51.04
TOTAL CHECK								0.00	102.08
9001	121042	07/08/19	7092	CHARISSE DUBE	0116420110000	20251	REIMBURSED 3 HOURS	0.00	897.00
9001	121043	07/08/19	3985	FLATWORK INC	0180020340000	20330	REIMBURSE5/20-6/13/	0.00	18.35
9001	121043 V	07/08/19	3985	FLATWORK INC	0180020340000	20330	REIMBURSE5/20-6/13/	0.00	-18.35
TOTAL CHECK								0.00	0.00
9001	121044	07/08/19	1096	KEELY E GREENLEE	0116620110000	20333	REIMBU8/14/18-5/30/	0.00	301.46
9001	121045	07/08/19	6926	RACHEL M JACOBSEN	0116720115000	20333	REIMBURSEDMATELLSCO	0.00	6.96
9001	121046	07/08/19	3576	JENNIFER LUDES	0180020232000	20530	REIMBURSEMENT 6/11/	0.00	100.00
9001	121047	07/08/19	3879	JODI KRAUSS	0116320631000	20333	REIMBURSED PLC CONF	0.00	273.18
9001	121048	07/08/19	6298	APRIL D PINKES	0116620110000	20333	REIMBURSE5/30&31/19	0.00	39.73
9001	121049	07/08/19	6164	JOSHUA C WILKEN	0136020241000	20333	REIMBURSE5/2-5/21/1	0.00	44.66
9001	121049	07/08/19	6164	JOSHUA C WILKEN	0136020241000	20333	REIMBURSE6/13-6/20/	0.00	26.56
9001	121049	07/08/19	6164	JOSHUA C WILKEN	0136020110000	20211	REIMBURSEMENT 7/1/1	0.00	250.00
9001	121049	07/08/19	6164	JOSHUA C WILKEN	0136020115000	20333	REIMBURSED6/3-6/201	0.00	203.00
TOTAL CHECK								0.00	524.22
9001	121050	07/08/19	5431	JUDY KYLE	0126020110000	20610	RMS MAY 2019	0.00	27.00
9001	121051	07/08/19	3389	KATHERINE RUPE	0180020249000	20810	RPSJULY2019REIMBURS	0.00	99.00
9001	121052	07/08/19	6110	KELLY A SUND	0116320640400	20333	REIMBURSE5/28-6/26/	0.00	30.74

SELECTION CRITERIA: transact.ck_date='20190708 00:00:00.000'
ACCOUNTING PERIOD: 11/19

FUND - 01 - GENERAL FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	ORG. KEY	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
9001	121053	07/08/19	6171	LINDSEY KLINE KRITE	0180020249000	20810	RPSJULY2019REIMBURS	0.00	199.00
9001	121054	07/08/19	5555	LINSEY BELLINGER	0180020249000	20810	RPS JULY2019REIMBUR	0.00	199.00
9001	121055	07/08/19	6616	JEREMY E MASKEL	0180020256000	20333	RPS PR NSPRACONFTIC	0.00	116.30
9001	121056	07/08/19	6289	ANDREW N. MATHER	0116420631000	20333	REIMBURSED PLC CONF	0.00	544.04
9001	121057	07/08/19	5610	MELISSA STOLLEY	0180020249000	20333	REIMBURSE5/1-6/27/1	0.00	894.24
9001	121057	07/08/19	5610	MELISSA STOLLEY	0180020350001	20330	REIMBURSEDNEMHCONF	0.00	203.58
TOTAL CHECK								0.00	1,097.82
9001	121061	07/08/19	4929	REBEKAH PAXSON	0116420620000	20333	REIMBURSE1/14-6/28/	0.00	91.50
9001	121061	07/08/19	4929	REBEKAH PAXSON	0116820620000	20333	REIMBURSE1/14-6/28/	0.00	91.50
TOTAL CHECK								0.00	183.00
9001	121062	07/08/19	6730	LORA ROWSER	0136020110000	20251	REIMBURSED 3 HOURS	0.00	897.00
9001	121063	07/08/19	2835	SALLY STOREY	0116320110000	20211	REIMBURSEMENT 7/1/1	0.00	50.00
9001	121064	07/08/19	6113	SARA L BLACK	0180020249000	20810	RPSJULY2019REIMBURS	0.00	225.00
9001	121065	07/08/19	7098	ABBY R SCHUKEI	0126020110000	20251	REIMBURSED 6 HOURS	0.00	1,047.00
9001	121066	07/08/19	1209	STEVE E SNODGRASS	0180020249000	20810	RPSJULY2019REIMBURS	0.00	205.00
9001	121068	07/08/19	2965	TIFFANIE WELTE	0180020221000	20333	REIMBU12/7/18-6/6/1	0.00	527.79
9001	121069	07/08/19	5744	TRACY L. HEIMAN	0116420110000	20333	REIMBU8/14/18-5/23/	0.00	63.07
9001	121069	07/08/19	5744	TRACY L. HEIMAN	0116820110000	20333	REIMBU8/14/18-5/23/	0.00	63.07
TOTAL CHECK								0.00	126.14
9001	121070	07/08/19	6779	KATHY S TURCO	0116320696900	20333	REIMBURSERESPCLASCO	0.00	94.25
9001	121070	07/08/19	6779	KATHY S TURCO	0116920696900	20333	REIMBURSERESPCLASCO	0.00	94.25
TOTAL CHECK								0.00	188.50
9001	121071	07/08/19	6222	ROBIN M YZAGUIRRE	0116420110000	20251	REIMBURSED 3 HOURS	0.00	897.00
9001	121072	07/08/19	6985	EUNISES CASILLAS	0180020340000	20330	REIMBURSE5/20-6/13/	0.00	18.35
9001	121073	07/08/19	7058	CENTER FOR APPLIED	0116320692500	20330	RPS BARB STRATMAN	0.00	1,250.00
9001	121073	07/08/19	7058	CENTER FOR APPLIED	0136020692500	20330	RPS MEGAN BUNN	0.00	1,250.00
TOTAL CHECK								0.00	2,500.00
9001	121074	07/08/19	131	EBSCO INFORMATION S	0116820110000	20640	SEYMOUR SE190035	0.00	33.75
9001	121074	07/08/19	131	EBSCO INFORMATION S	0116420110000	20640	KARENWESTERN KW1900	0.00	160.20
9001	121074	07/08/19	131	EBSCO INFORMATION S	0116620222000	20640	MEADOW MW1900106	0.00	214.25
9001	121074	07/08/19	131	EBSCO INFORMATION S	0116720222000	20640	MOCKINGBIRD MB19005	0.00	331.72
TOTAL CHECK								0.00	739.92
9001	121075	07/08/19	6905	ROSETTA STONE LTD	0116420115000	20320	RPS ELL DEPT KW	0.00	517.50

SELECTION CRITERIA: transact.ck_date='20190708 00:00:00.000'
ACCOUNTING PERIOD: 11/19

FUND - 01 - GENERAL FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	ORG. KEY	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
9001	121075	07/08/19	6905	ROSETTA STONE LTD	0116820115000	20320	RPS ELL DEPT. SEY	0.00	569.25
9001	121075	07/08/19	6905	ROSETTA STONE LTD	0116920115000	20320	RPS ELL DEPT. WILDE	0.00	784.88
9001	121075	07/08/19	6905	ROSETTA STONE LTD	0116620115000	20320	RPS ELL DEPT. MEAD	0.00	828.00
9001	121075	07/08/19	6905	ROSETTA STONE LTD	0116720115000	20320	RPS ELL DEPT. MOCK	0.00	940.12
9001	121075	07/08/19	6905	ROSETTA STONE LTD	0116320115000	20320	RPS ELL DEPT BLUM	0.00	991.88
9001	121075	07/08/19	6905	ROSETTA STONE LTD	0126020115000	20320	RPS ELL DEPT. RMS	0.00	1,216.12
9001	121075	07/08/19	6905	ROSETTA STONE LTD	0136020115000	20320	RPS ELL DEPT. RHS	0.00	2,777.25
TOTAL CHECK								0.00	8,625.00
9001	121076	07/08/19	3132	CITY OF RALSTON	0116420266000	20340	RPS KAREN WESTERN	0.00	494.84
9001	121076	07/08/19	3132	CITY OF RALSTON	0116820266000	20340	RPS SEYMOUR	0.00	544.32
9001	121076	07/08/19	3132	CITY OF RALSTON	0116920266000	20340	RPS WILDEWOOD	0.00	750.50
9001	121076	07/08/19	3132	CITY OF RALSTON	0116620266000	20340	RPS MEADOWS	0.00	791.74
9001	121076	07/08/19	3132	CITY OF RALSTON	0116720266000	20340	RPS MOCKINGBIRD	0.00	898.95
9001	121076	07/08/19	3132	CITY OF RALSTON	0116320266000	20340	RPS BLUMFIELD	0.00	948.44
9001	121076	07/08/19	3132	CITY OF RALSTON	0126020266000	20340	RPS MIDDLE SCHOOL	0.00	1,162.86
9001	121076	07/08/19	3132	CITY OF RALSTON	0136020266000	20340	RPS HIGH SCHOOL	0.00	2,655.62
TOTAL CHECK								0.00	8,247.27
9001	121077	07/08/19	6154	CENTERPOINT ENERGY	0136020261000	20621	RPS HIGH SCHOOL	0.00	2,985.94
9001	121077	07/08/19	6154	CENTERPOINT ENERGY	0116820261000	20621	RPS SEYMOUR	0.00	918.88
9001	121077	07/08/19	6154	CENTERPOINT ENERGY	0126020261000	20621	RPS MIDDLE SCHOOL	0.00	309.14
9001	121077	07/08/19	6154	CENTERPOINT ENERGY	0116920261000	20621	RPS WILDEWOOD	0.00	327.76
TOTAL CHECK								0.00	4,541.72
9001	121078	07/08/19	4037	COX BUSINESS SERVIC	0126020261000	20530	RPS MIDDLE SCHOOL	0.00	374.76
9001	121078	07/08/19	4037	COX BUSINESS SERVIC	0116720261000	20530	RPS MOCKINGBIRD	0.00	314.23
9001	121078	07/08/19	4037	COX BUSINESS SERVIC	0116320261000	20530	RPS BLUMFIELD	0.00	314.23
9001	121078	07/08/19	4037	COX BUSINESS SERVIC	0136020261000	20530	RPS HIGH SCHOOL	0.00	726.47
9001	121078	07/08/19	4037	COX BUSINESS SERVIC	0116420261000	20530	RPS KAREN WESTERN	0.00	172.97
9001	121078	07/08/19	4037	COX BUSINESS SERVIC	0116820261000	20530	RPS SEYMOUR	0.00	190.26
9001	121078	07/08/19	4037	COX BUSINESS SERVIC	0180020261000	20530	RPS ADMIN/VMAC	0.00	250.80
9001	121078	07/08/19	4037	COX BUSINESS SERVIC	0116920261000	20530	RPS WILDEWOOD	0.00	262.33
9001	121078	07/08/19	4037	COX BUSINESS SERVIC	0116620261000	20530	RPS MEADOWS	0.00	276.75
TOTAL CHECK								0.00	2,882.80
9001	121079	07/08/19	5069	MALLOY ELECTRIC	0116620262000	20430	RPS MAINTENANCE MEA	0.00	485.01
9001	121080	07/08/19	6412	OCCUPATIONAL HEALTH	0180020271000	20340	RPS TRANSP. S. MOON	0.00	86.00
9001	121081	07/08/19	1915	O'REILLY AUTOMOTIVE	0180020262000	20430	RPS MAINTENANCE VMA	0.00	24.67
9001	121082	07/08/19	6719	WESTLAKE ACE HARDWA	0180020262000	20430	RPS MAINTENANCE VMA	0.00	8.59
9001	121082	07/08/19	6719	WESTLAKE ACE HARDWA	0180020261000	20610	RPS MAINTENANCE	0.00	11.03
9001	121082	07/08/19	6719	WESTLAKE ACE HARDWA	0116620262000	20430	RPS MAINTENANCE MEA	0.00	21.97
TOTAL CHECK								0.00	41.59
TOTAL CASH ACCOUNT								0.00	632,140.09
TOTAL FUND								0.00	632,140.09

SELECTION CRITERIA: transact.ck_date='20190708 00:00:00.000'
ACCOUNTING PERIOD: 11/19

FUND - 02 - DEPRECIATION

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	ORG. KEY	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
9001	120905	07/08/19	170	APPLE INC.	0280020110000	20734	RPS TECHNOLOGY	0.00	8,820.00
9001	120905	07/08/19	170	APPLE INC.	0280020110000	20734	RPS TECHNOLOGY	0.00	20,180.00
TOTAL CHECK								0.00	29,000.00
9001	120999	07/08/19	6009	STERLING COMPUTERS	0280020110000	20734	RPS TECH IT190042	0.00	6,295.00
9001	120999	07/08/19	6009	STERLING COMPUTERS	0280020110000	20734	RPS TECH IT190041	0.00	72,665.28
9001	120999	07/08/19	6009	STERLING COMPUTERS	0280020110000	20734	RPS TECH IT190043	0.00	8,100.00
TOTAL CHECK								0.00	87,060.28
TOTAL CASH ACCOUNT								0.00	116,060.28
TOTAL FUND								0.00	116,060.28

SELECTION CRITERIA: transact.ck_date='20190708 00:00:00.000'
ACCOUNTING PERIOD: 11/19

FUND - 06 - FOOD SERVICE

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	ORG. KEY	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
9001	120932	07/08/19	4229	CUC HUYNH	0636020310000	20610	REIMBURSED BALANCE	0.00	46.30
9001	121004	07/08/19	7096	RYAN SOPPE	0636020310000	20610	REIMBURSED BALANCE	0.00	23.35
9001	121009	07/08/19	5077	SODEXO, INC & AFFIL	0616920310000	20340	RPS WILDEWOOD	0.00	10,172.01
9001	121009	07/08/19	5077	SODEXO, INC & AFFIL	0616620310000	20340	RPS MEADOWS	0.00	10,730.91
9001	121009	07/08/19	5077	SODEXO, INC & AFFIL	0616720310000	20340	RPS MOCKINGBIRD	0.00	12,184.05
9001	121009	07/08/19	5077	SODEXO, INC & AFFIL	0616320310000	20340	RPS BLUMFIELD	0.00	12,854.73
9001	121009	07/08/19	5077	SODEXO, INC & AFFIL	0626020310000	20340	RPS MIDDLE SCHOOL	0.00	15,761.02
9001	121009	07/08/19	5077	SODEXO, INC & AFFIL	0636020310000	20340	RPS HIGH SCHOOL	0.00	35,993.26
9001	121009	07/08/19	5077	SODEXO, INC & AFFIL	0616420310000	20340	RPS KAREN WESTERN	0.00	6,706.82
9001	121009	07/08/19	5077	SODEXO, INC & AFFIL	0616820310000	20340	RPS SEYMOUR	0.00	7,377.50
TOTAL CHECK								0.00	111,780.30
9001	121021	07/08/19	4832	VERIZON WIRELESS	0680020310000	20530	RPS FOOD SERVICES 2	0.00	106.99
TOTAL CASH ACCOUNT								0.00	111,956.94
TOTAL FUND								0.00	111,956.94

SELECTION CRITERIA: transact.ck_date='20190708 00:00:00.000'
ACCOUNTING PERIOD: 11/19

FUND - 08 - SPECIAL BUILDING

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	ORG. KEY	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
9001	120906	07/08/19	6959	BCDM ARCHITECTS	0880020262000	20450	RALSTON PUBLIC SCHO	0.00	580.00
TOTAL CASH ACCOUNT								0.00	580.00
TOTAL FUND								0.00	580.00

SELECTION CRITERIA: transact.ck_date='20190708 00:00:00.000'
ACCOUNTING PERIOD: 11/19

FUND - 10 - COOPERATIVE FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	ORG. KEY	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
9001	120968	07/08/19	6994	ALLISON K. PINTER	1080020215100	20320	RPS SUBURBAN 9 HOUR	0.00	157.50
9001	121001	07/08/19	3366	RALSTON PUBLIC SCHO	1080020215100	20610	RPS KW/HI MAY 2019	0.00	214.45
9001	121058	07/08/19	3295	DIANE MEYER	1080020215100	20333	REIMBURSE5/31-6/20-	0.00	40.94
9001	121059	07/08/19	6350	KIMBERLEE M MILLER	1080020215100	20333	REIMBURSE5/20-6/18/	0.00	712.70
9001	121060	07/08/19	6965	KELSY NEIL	1080020215100	20333	REIMBURSE5/20-6/18/	0.00	180.18
9001	121067	07/08/19	5094	TIARRA MCGOWAN	1080020215100	20333	REIMBURSE5/21-6/20/	0.00	186.34
TOTAL CASH ACCOUNT								0.00	1,492.11
TOTAL FUND								0.00	1,492.11
TOTAL REPORT								0.00	862,229.42

Ralston
PUBLIC SCHOOLS

Communications & Community Engagement

Presentation to the Ralston Board of Education
July 8, 2019

RPS External Relations

- Intentional
- Guided by RPS Strategic Plan
- Operating across a Variety of Media and Channels
  - Front-line interaction
  - Print
  - Digital
  - Social
  - Video
  - External partners
  - Two-way communication

Some of the RPS Stakeholders

- Students
- Staff
- Families
- Taxpayers
- Option Enrollment Families
- Non-Profit Partners
- Community Leaders
- State Leaders

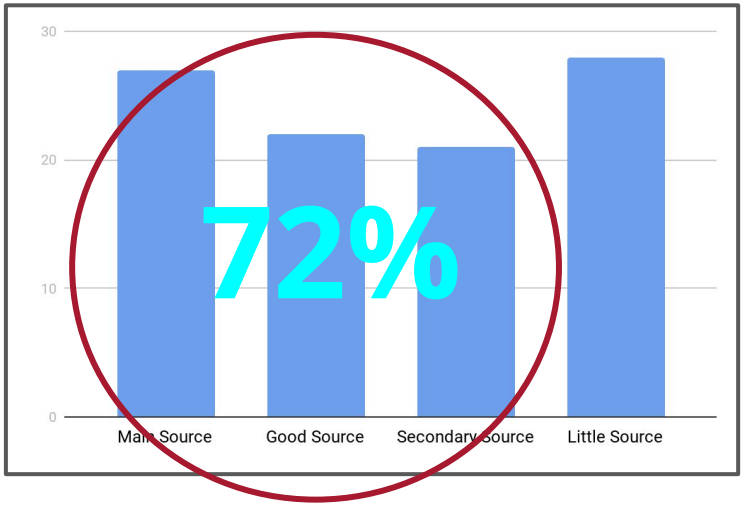
www.RalstonSchools.org

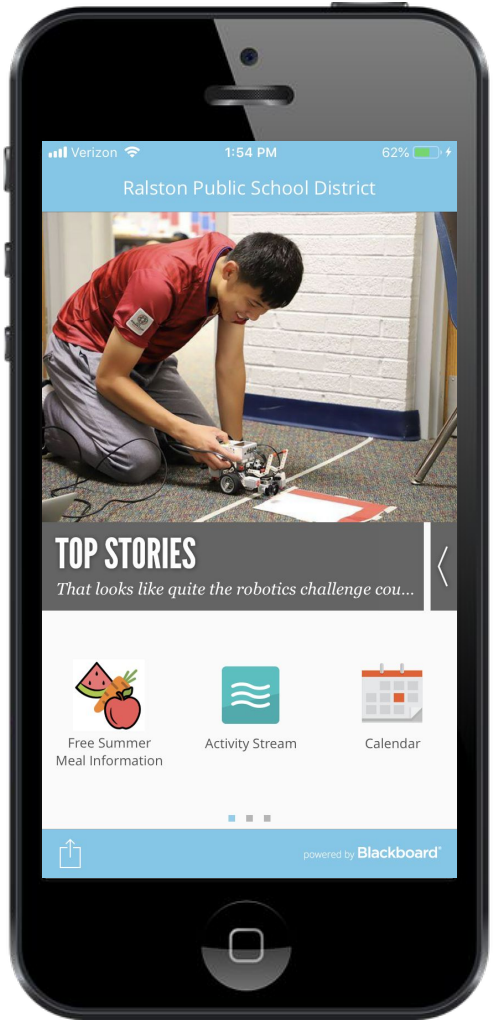


195,555 page views since launch in June 2019

The RPS Mobile App

- 1,830 downloads
  - Surpassed goal by 20%





We're Social

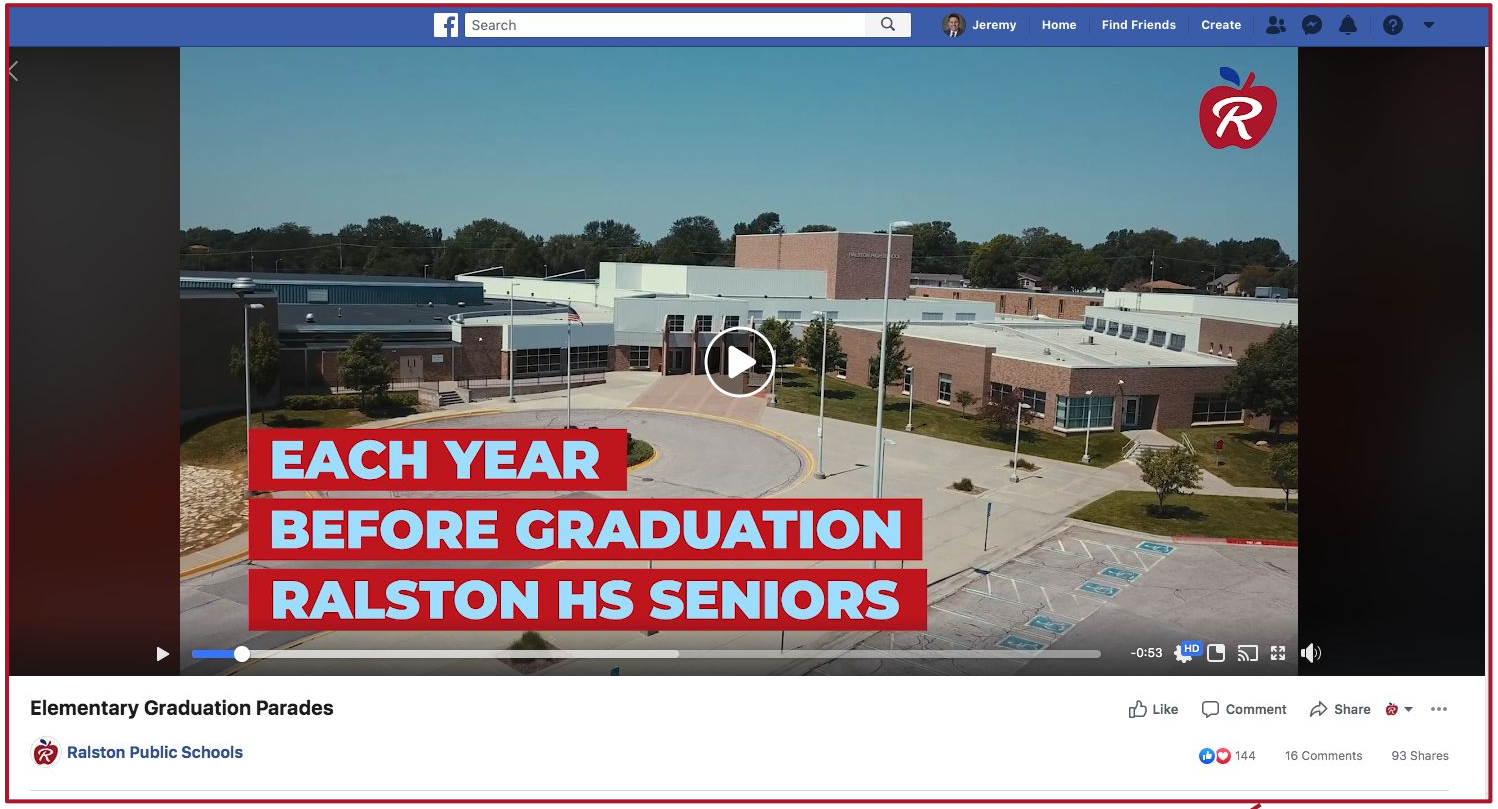


Facebook - Oct 18 through June 19:
380,455 impressions

Counting all building pages

Instagram - April 19 through July 19:
14,671 impressions

Only new RPS account


Search
Jeremy
Home
Find Friends
Create
EACH YEAR
BEFORE GRADUATION
RALSTON HS SENIORS
-0:53
HD
Elementary Graduation Parades
Like
Comment
Share
Ralston Public Schools
144
16 Comments
93 Shares


144
16 Comments
93 Shares

Instagram Posts and Stories







Media Engagement



3x Yearly Billboards



Boundary-wide Direct Mail

*also mailed to option enrollment addresses

Ralston Public Schools again earns accreditation through the internationally respected AdvancED network.

AdvancED



By pursuing AdvancED accreditation, Ralston Public Schools holds itself accountable to a standard that far exceeds what is required by the State of Nebraska. The reflective, thoughtful process culminates with a visit, classroom observations, and dozens of interviews conducted by an external team of educational leaders. Evaluators look at leadership, learning, and resources.

Ralston Public Schools met or exceeded AdvancED expectations in 84% of the standards measured. A district's overall performance is rated on a scale of 1-400 through AdvancED's Index of Educational Quality, or IEQ. Reflecting our commitment to continuous growth, Ralston's IEQ score is 70 points above the average of other schools and districts accredited by AdvancED. For more information, visit: **www.RalstonSchools.org/AdvancED**.

We're investing responsibly in our students, staff, and high-quality programs.

You can always find information about the Ralston Public Schools annual budget on our website, at **www.RalstonSchools.org/budget**. Ralston Public Schools has long prioritized a stable, dependable levy for the families and homeowners of our community.



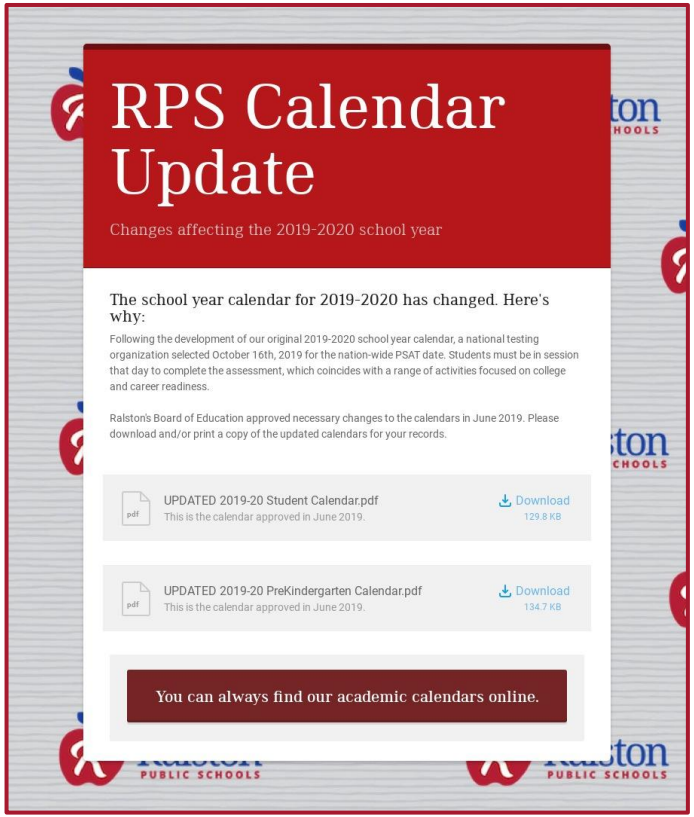
Congratulations to the Ralston High School Class of 2019!

Did you know that graduating students earned a **record amount** in college scholarships?

$10,907,413

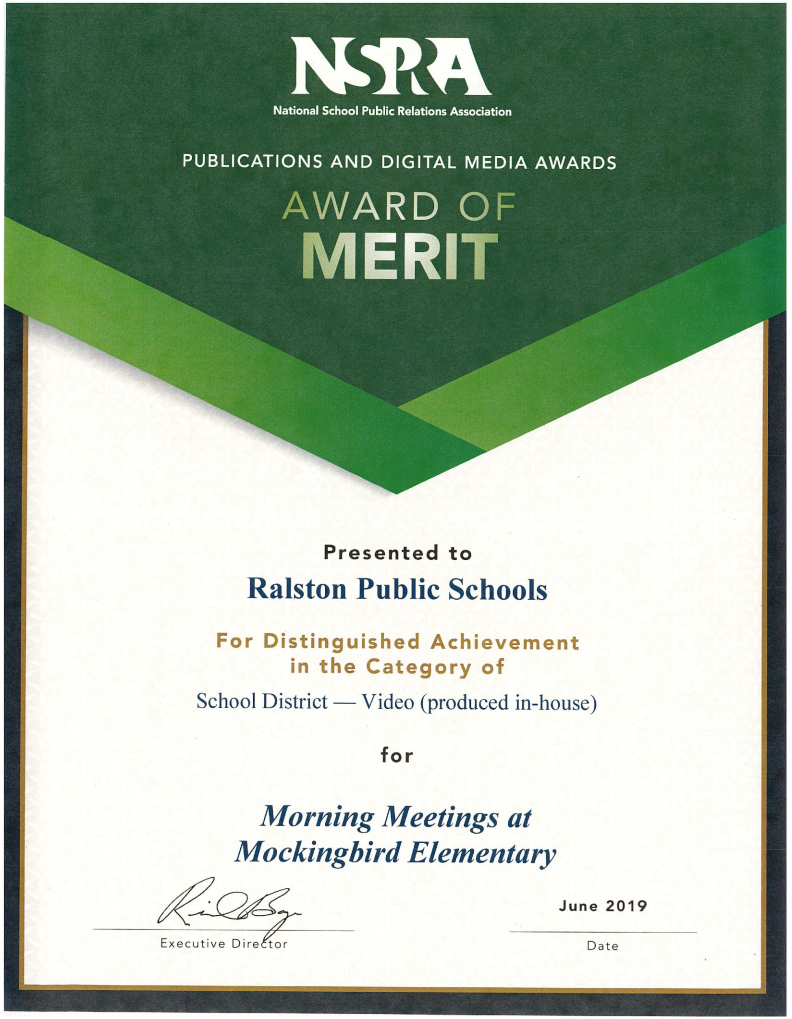
Ralston
PUBLIC SCHOOLS
8545 Park Drive
Ralston, NE 68127

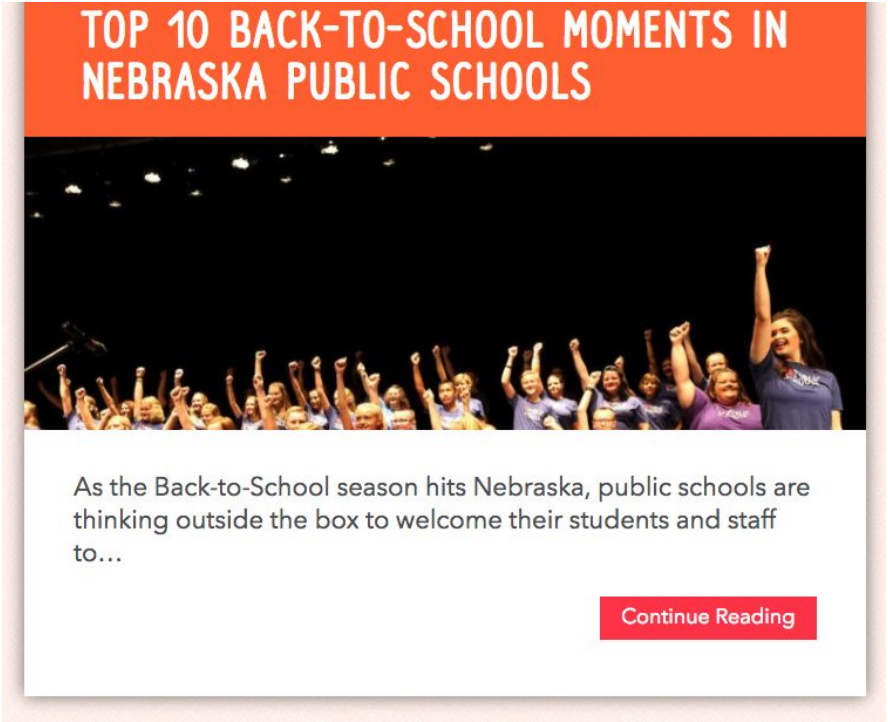
Digital Newsletters - Smore



NSRA
National School Public Relations Association

For the second consecutive year, video work by Ralston Public Schools earned recognition from the National School Public Relations Association - and was the only Omaha metro area school district both years to earn recognition for video production at this level.





Ralston Public Schools' welcome back video earned recognition from Nebraska Loves Public Schools as one of the Top 10 Back-to-School moments.

Measurement

- Annual survey feedback
- Social media engagement / tone
- App downloads
- Website traffic
- Smore newsletter views
- Anecdotal evidence
- Call logs
- Incoming comments
- Option enrollment requests

Results

82% strongly agree or agree they are proud of Ralston Public Schools

79% strongly agree or agree they would recommend RPS to a friend

Results

Consensus that we value input, participation, engagement

Steady interest in option enrollment and pre-k programs

Questions?

Ralston Public Schools
Budget Development Calendar
2019/2020

November 2018 to June 2019	Detailed administrative review of all budget categories and proposed budget reductions/additions, monitor the change from the old coding structure to the new ESSA coding system
February/March,	Business Officials forecast funding outlook and preliminary valuation projections
February (anticipate this to be delayed this year)	NDE may Certify 2019/2020 State Aid to Schools, no guarantees as they now have until June for certification if they choose
April to June	Cabinet Level Administration Planning Meetings for 2019/2020 Strategic Planning for Budget Development
May/June	Formulate and Finalize Department and Building Budgets and compile all pertinent information into a working document for BOE inspection.
June 24	Preliminary Budget Projections for the 2019/2020 Budget Development presented to BOE
July	Cabinet Level Administrative Budget Development and Refinement.
July 8	Present preliminary budget and projections to the Board of Education as a discussion item during regular BOE Meeting.
August 19	Present amended budget proposal for Board consideration
August 20	Real property valuation is certified by the County Assessors Office of Douglas County
September 1	Special building fund levy and budget allocation is certified to each member school by the Learning Community Coordinating Council.
September 9	Conduct Official Budget Hearing at 6:30 PM prior to the Regular Board of Education Meeting at 7:00 PM.
September 9	Conduct Tax Request Hearing at 6:45 PM prior to the regular Board of Education meeting at 7:00 PM
September 9	Officially adopt the 2019/2020 Ralston Public Schools Budget during the regular BOE Meeting.
September 23	Officially approve the 2019/2020 Tax Request Resolution for the Ralston Public Schools.

INCOME TOTALS	2012-13	2012-13	2013-2014	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	Difference
Local District Taxes	$1,276,500	$1,501,600	$1,472,772	$1,498,962	$1,547,819	$1,550,181	$16,593,696	$17,242,180	$17,853,631	3.5%
Common Levy Proceeds	$10,221,918	$9,859,938	$9,220,924	$10,168,587	$10,723,924	$11,346,236	$0	$0	$0	0.0%
Pro-Rata Motor Vehicle Tax	$33,000	$33,000	$35,000	$8,000	$25,000	$25,000	$25,000	$25,000	$30,000	20.0%
Motor Vehicle Tax	$1,500,000	$2,000,000	$2,000,000	$2,100,000	$2,164,822	$2,175,000	$2,300,000	$2,600,000	$2,496,062	-4.0%
Homestead Exemption Tax	$253,000	$253,000	$240,000	$240,000	$235,000	$210,000	$200,000	$225,000	$240,000	6.7%
Tuition From Individuals	$0	$0	$0	$0	$0	$0	$0	$0	$0	0.0%
Tuition From Other Districts	$0	$0	$0	$0	$0	$0	$0	$0	$0	0.0%
Interest On Investments	$25,000	$12,000	$0	$9,000	$9,000	$9,000	$10,000	$10,000	$10,000	0.0%
Local Fees & Fines	$65,000	$65,000	$60,000	$60,000	$45,000	$35,000	$44,000	$40,675	$40,000	-1.7%
Other Local Revenue	$10,000	$10,000	$10,000	$10,000	$10,000	$10,000	$12,000	$10,000	$10,000	0.0%
County Fines & Licenses	$140,000	$140,000	$125,000	$140,000	$120,000	$110,000	$95,000	$90,000	$90,000	0.0%
State Aid	$10,971,246	$10,926,337	$11,192,422	$11,746,714	$13,143,209	$13,623,218	$10,723,037	$11,425,321	$12,267,825	7.4%
Special Education Program	$2,350,000	$2,500,000	$2,230,749	$2,200,000	$2,346,236	$2,451,291	$2,300,000	$2,200,000	$2,100,000	-4.5%
Special Education Transportat	$170,000	$160,000	$204,053	$155,000	$175,000	$175,000	$230,000	$225,000	$220,000	-2.2%
Federal Grant Reimbursement										0.0%
State Apportionment	$390,000	$365,000	$425,555	$405,000	$410,000	$410,000	$425,000	$430,000	$400,000	-7.0%
Public Power Sales Tax	$395,000	$395,000	$341,099	$340,000	$325,000	$305,000	$305,000	$340,000	$375,000	10.3%
EduJobs Funding	$626,929	$0			$0	$0	$0	$0		0.0%
Income from Cash Balance	$2,279,292	$2,666,355	$1,936,280	$1,454,869	$255,569	$0	$521,449	$6,060		-100.0%
Tax Anticipation Notes	$0	$0	0	0	0	$0	$0	$0		0.0%
Total	**$30,706,885**	**$30,887,230**	**$29,493,854**	**$30,536,132**	**$31,535,579**	**$32,434,926**	**$33,784,182**	**$34,869,236**	**$36,132,518**	3.6%

DISBURSEMENTS	2012-13	2012-13	2013-2014	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	Difference
Instruction	$16,284,647	$15,680,286	$15,445,874	$15,217,445	$15,666,026	$15,692,946	$16,530,056	$17,152,498	$18,242,455	6.4%
Special Education	$5,205,889	$5,297,708	$4,479,586	$5,172,462	$5,143,217	$5,058,535	$5,164,136	$5,593,252	$5,496,875	-1.7%
Pupil Support Services	$602,126	$791,445	$749,623	$789,323	$802,974	$1,067,837	$1,081,358	$1,244,128	$1,253,316	0.7%
Staff Support Services	$1,276,330	$1,596,976	$1,457,255	$1,550,179	$1,849,068	$2,034,568	$2,163,431	$2,230,089	$2,112,469	-5.3%
Board of Education	$170,000	$170,000	$195,200	$197,500	$199,000	$269,000	$214,000	$218,500	$218,500	0.0%
General Administration	$551,569	$504,295	$505,646	$510,187	$549,461	$690,106	$702,111	$642,703	$670,307	4.3%
Building Administration	$1,939,977	$1,946,249	$1,735,340	$1,883,020	$1,941,514	$2,063,174	$2,120,211	$2,130,108	$2,193,284	3.0%
Business	$641,440	$633,756	$636,459	$679,566	$670,107	$743,837	$766,859	$729,241	$739,887	1.5%
Operation Of Plant	$2,579,548	$2,573,533	$2,578,489	$2,647,021	$2,720,032	$2,770,526	$2,928,495	$2,908,987	$3,061,123	5.2%
Maintenance Of Plant	$831,501	$867,994	$841,477	$848,189	$888,455	$879,458	$870,092	$837,106	$884,830	5.7%
Transportation	$518,858	$719,987	$753,906	$926,240	$990,726	$1,049,939	$1,128,433	$1,182,624	$1,259,472	6.5%
Total	**$30,706,885**	**$30,887,230**	**$29,493,854**	**$30,536,132**	**$31,420,580**	**$32,319,926**	**$33,784,182**	**$34,869,236**	**$36,132,518**	3.6%

BLUMFIELD ELEMENTARY

ORG Code	Account Code	Description	2018-2019	2019-2020		
0116320110000		REGULAR EDUCATION				
0116320110000	20111	Salary Certified	$ 602,894	$ 647,196		
0116320110000	20112	Salary Classified	$ 47,057	$ 48,746		
0116320110000	20113	Salary Substitute	$ 31,500	$ 31,500		
0116320110000	20151	Unit Pay	$ 9,000	$ 9,000		
0116320110000	20152	Unit Pay Classified				
0116320110000	20211	Health Ins. Certified	$ 101,267	$ 133,315		
0116320110000	20212	Health Ins. Classified	$ 169	$ 175		
0116320110000	20221	Soc. Sec. Certified	$ 46,121	$ 49,510		
0116320110000	20222	Soc. Sec. Classified	$ 35,999	$ 37,291		
0116320110000	20223	Soc. Sec. Substitute	$ 24,098	$ 24,098		
0116320110000	20231	Retirement Certified	$ 59,553	$ 63,929		
0116320110000	20232	Retirement Classified	$ 4,648	$ 4,815		
0116320110000	20251	Tuition Reimbursement				
0116320110000	20261	Unemployment Certified				
0116320110000	20262	Unemployment Classified				
0116320110000	20271	Worker's Comp. Certified	$ 3,738	$ 4,013		
0116320110000	20272	Worker's Comp. Classified	$ 292	$ 302		
0116320110000	20281	Cash in Lieu certified		$ 2,000		
0116320110000	20282	Cash in lieu classfied				
0116320110000	20291	Life Insurance Certified	$ 341	$ 510		
0116320110000	20292	Life Insurance Classified	$ 93	$ 189		
0116320110000	20330	Employee Training and Development Services	$ 2,000	$ 2,000		
0116320110000	20333	Mileage Paid to Staff	$ 315	$ 315		
0116320110000	20340	Other Professional Services(Outdoor Ed.)	$ 7,193	$ 7,193		
0116320110000	20531	Postage	$ 800	$ 800		
0116320110000	20610	General Supplies	$ 12,975	$ 15,850		
0116320110000	20640	Books and Periodicals		$ 2,800		
0116320110000	20650	Supplies - Technology Related	$ 500	$ 500		
0116320110000	20733	Furniture and Fixtures	$ 500	$ 500		
0116320110000	20734	Technology-Related Hardware	$ 2,100	$ 2,100		
0116320110000	20810	Dues and Fees	$ -	$ -		
0116320110001	20330	Employee Train	$ 2,100	$ 2,100		
0116320110001	20610	Curricular Supplies		$ 2,100		
0116320110001	20640	Books and Periodicals	$ 26,250	$ 28,350		
0116320110001	20734	Hardware Technology Related	$ 26,250	$ 26,250		
0116320110050	20610	Sci. Supplies	$ 300	$ 300		
0116320110068	20610	PE Supplies	$ 900	$ 900		
0116320110090	20610	Art Supplies	$ 1,500	$ 1,500		
0116320110093	20610	Vocal Music Supplies	$ 300	$ 300		
0116320110094	20610	Band Supplies	$ 2,100	$ 2,100		
TOTAL			$ 1,052,853	$ 1,152,546	9.5%	
0116320112500		FLEX FUNDING				
0116320112500	20111	Salary Certified	$ 42,150			
0116320112500	20112	Salary Classified				
0116320112500	20211	Health Ins. Certified	$ 14,876			
0116320112500	20212	Health Ins. Certified	$ -			
0116320112500	20221	Soc. Sec. Certified	$ 3,224			
0116320112500	20231	Retirement Certified	$ 4,163			
0116320112500	20261	Unemployment Certified				

0116320112500	20271	Worker's Comp. Certified		$ 261			
0116320112500	20281	Cash in Lieu certified					
0116320112500	20291	Life Insurance Certified		$ 46	$ 46		
0116320112500	20610	General Supplies					
TOTAL				$ 64,721	$ 46	-99.9%	
0116320115000		LEP					
0116320115000	20111	Salary Certified		$ 58,308	$ 60,860		
0116320115000	20112	Salary Classified		$ 12,108	$ 12,434		
0116320115000	20113	Salary Substitute		$ 1,725	$ 1,725		
0116320115000	20211	Health Ins. Certified		$ 47,294	$ 1,219		
0116320115000	20212	Health Ins. Classified		$ 436	$ 448		
0116320115000	20221	Soc. Sec. Certified		$ 4,461	$ 4,656		
0116320115000	20222	Soc. Sec. Classified		$ 926	$ 951		
0116320115000	20223	Soc. Sec. Substitute		$ 132	$ 132		
0116320115000	20231	Retirement Certified		$ 5,759	$ 6,011		
0116320115000	20232	Retirement Classified		$ 1,196	$ 1,228		
0116320115000	20251	Tuition Reimbursement					
0116320115000	20261	Unemployment Certified					
0116320115000	20262	Unemployment Classified					
0116320115000	20271	Worker's Comp. Certified		$ 362	$ 377		
0116320115000	20272	Worker's Comp. Classified		$ 44	$ 45		
0116320115000	20281	Cash in Lieu certified					
0116320115000	20282	Cash in lieu classfied					
0116320115000	20291	Life Insurance Certified		$ 140	$ 140		
0116320115000	20292	Life Insurance Classified					
0116320115000	20320	Professional Educational Services					
0116320115000	20330	Employee Training and Development Services					
0116320115000	20333	Mileage Paid to Staff					
0116320115000	20610	General Supplies		$ 4,025	$ 4,025		
0116320115000	20640	Books and Periodicals					
0116320115000	20650	Supplies - Technology Related					
0116320115000	20734	Technology-Related Hardware					
TOTAL				$ 136,915	$ 94,251	-31.2%	
0116320116000		POVERTY					
0116320116000	20111	Salary Certified		$ 425,714	$ 439,657		
0116320116000	20112	Salary Classified					
0116320116000	20113	Salary Substitute		$ 9,450	$ 13,350		
0116320116000	20211	Health Ins. Certified		$ 53,972	$ 44,784		
0116320116000	20212	Health Ins. Classified					
0116320116000	20221	Soc. Sec. Certified		$ 32,567	$ 33,634		
0116320116000	20222	Soc. Sec. Classified		$ -	$ -		
0116320116000	20223	Soc. Sec. Substitute		$ 723	$ 1,021		
0116320116000	20231	Retirement Certified		$ 42,048	$ 43,425		
0116320116000	20232	Retirement Classified					
0116320116000	20251	Tuition Reimbursement					
0116320116000	20261	Unemployment Certified					
0116320116000	20262	Unemployment Classified					
0116320116000	20271	Worker's Comp. Certified		$ 2,639	$ 2,726		
0116320116000	20272	Worker's Comp. Classified		$ -	$ -		
0116320116000	20281	Cash in Lieu certified		$ 4,000	$ 5,000		
0116320116000	20282	Cash in lieu classfied					
0116320116000	20291	Life Insurance Certified		$ 374	$ 327		
0116320116000	20292	Life Insurance Classified					
0116320116000	20610	General Supplies		$ 105	$ 105		

0116320116000	20640	Books and Periodicals					
TOTAL				$ 571,592	$ 584,029	2.2%	
0116320120000		SPED SCHOOL AGE					
0116320120000	20111	Salary Certified		$ 359,047	$ 369,391		
0116320120000	20112	Salary Classified		$ 53,369	$ 66,907		
0116320120000	20113	Salary Substitute		$ 3,780	$ 7,000		
0116320120000	20211	Health Ins. Certified		$ 110,550	$ 81,111		
0116320120000	20212	Health Ins. Classified		$ 192	$ 241		
0116320120000	20221	Soc. Sec. Certified		$ 27,467	$ 28,258		
0116320120000	20222	Soc. Sec. Classified		$ 4,083	$ 5,118		
0116320120000	20223	Soc. Sec. Substitute		$ 289	$ 536		
0116320120000	20231	Retirement Certified		$ 35,463	$ 36,485		
0116320120000	20232	Retirement Classified		$ 5,271	$ 6,608		
0116320120000	20251	Tuition Reimbursement					
0116320120000	20261	Unemployment Certified					
0116320120000	20262	Unemployment Classified					
0116320120000	20271	Worker's Comp. Certified		$ 2,226	$ 2,290		
0116320120000	20272	Worker's Comp. Classified		$ 331	$ 415		
0116320120000	20281	Cash in Lieu Certified		$ 799	$ 799		
0116320120000	20282	Cash in Lieu Classfied					
0116320120000	20291	Life Insurance Certified		$ 318	$ 271		
0116320120000	20292	Life Insurance Classified			$ 234		
0116320120000	20320	Professional Educational Services		$ 8,625	$ 8,625		
0116320120000	20330	Employee Training and Development Services					
0116320120000	20333	Mileage Paid to Staff					
0116320120000	20563	Tuition to Private Schools					
0116320120000	20569	Tuition - Other		$ 103,500	$ 103,500		
0116320120000	20610	General Supplies		$ 988	$ 988		
0116320120000	20640	Books and Periodicals					
0116320120000	20733	Furniture and Fixtures					
0116320120000	20734	Technology-Related Hardware					
TOTAL				$ 716,298	$ 718,777	0.3%	
0116320129100		SPED 3-5					
0116320129100	20111	Salary Certified					
0116320129100	20112	Salary Classified					
0116320129100	20113	Salary Substitute					
0116320129100	20211	Health Ins. Certified		$ -			
0116320129100	20212	Health Ins. Classified		$ -			
0116320129100	20221	Soc. Sec. Certified		$ -			
0116320129100	20222	Soc. Sec. Classified		$ -			
0116320129100	20223	Soc. Sec. Substitute		$ -			
0116320129100	20231	Retirement Certified		$ -			
0116320129100	20232	Retirement Classified		$ -			
0116320129100	20251	Tuition Reimbursement					
0116320129100	20261	Unemployment Certified					
0116320129100	20262	Unemployment Classified					
0116320129100	20271	Worker's Comp. Certified		$ -			
0116320129100	20272	Worker's Comp. Classified		$ -			
0116320129100	20281	Cash in Lieu Certified					
0116320129100	20282	Cash in Lieu Classfied					
0116320129100	20291	Life Insurance Certified					
0116320129100	20292	Life Insurance Classified					
0116320129100	20320	Professional Educational Services					

0116320129100	20330	Employee Training and Development Services					
0116320129100	20561	Tuition to Other School Districts Within the State					
0116320129100	20610	General Supplies					
0116320129100	20630	Food		$ 2,415	$ 2,415		
TOTAL				$ 2,415	$ 2,415	0.0%	
0116320129200		SPED BIRTH TO 2					
0116320129200	20111	Salary Certified					
0116320129200	20112	Salary Classified					
0116320129200	20211	Health Ins. Certified		$ -			
0116320129200	20212	Health Ins. Classified		$ -			
0116320129200	20221	Soc. Sec. Certified		$ -			
0116320129200	20222	Soc. Sec. Classified		$ -			
0116320129200	20231	Retirement Certified		$ -			
0116320129200	20232	Retirement Classified		$ -			
0116320129200	20251	Tuition Reimbursement					
0116320129200	20261	Unemployment Certified					
0116320129200	20262	Unemployment Classified					
0116320129200	20271	Worker's Comp. Certified		$ -			
0116320129200	20272	Worker's Comp. Classified		$ -			
0116320129200	20281	Cash in Lieu Certified					
0116320129200	20282	Cash in Lieu Classfied					
0116320129200	20291	Life Insurance Certified					
0116320129200	20292	Life Insurance Classified					
0116320129200	20320	Professional Educational Services					
0116320129200	20330	Employee Training and Development Services					
0116320129200	20333	Mileage Paid to Staff					
	20610	General Supplies					
0116320129200	20734	Technology-Related Hardware					
0116320129200	20735	Technology Software					
TOTAL				$ -	$ -		
0116320130000		SUMMER SCHOOL					
0116320130000	20111	Salary Certified					
0116320130000	20112	Salary Classified					
0116320130000	20211	Health Ins. Certified		$ -			
0116320130000	20212	Health Ins. Classified		$ -			
0116320130000	20221	Soc. Sec. Certified		$ -			
0116320130000	20222	Soc. Sec. Classified		$ -			
0116320130000	20231	Retirement Certified		$ -			
0116320130000	20232	Retirement Classified		$ -			
0116320130000	20271	Worker's Comp. Certified		$ -			
0116320130000	20272	Worker's Comp. Classified		$ -			
0116320130000	20281	Cash in Lieu Certified					
0116320130000	20282	Cash in Lieu Classfied					
0116320130000	20291	Life Insurance Certified					
0116320130000	20292	Life Insurance Classified					
0116320130000	20610	General Supplies					
0116320130000	20630	Food					
0116320130000	20640	Textbooks					
TOTAL				$ -	$ -		
0116320211000		SOCIAL WORK/ATTENDANCE					
0116320211000	20111	Salary Certified		$ 8,625	$ 9,096		
0116320211000	20211	Health Ins. Certified		$ 31	$ 2,155		
0116320211000	20221	Soc. Sec. Certified		$ 660	$ 696		

0116320211000	20231	Retirement Certified		$ 852	$ 898		
0116320211000	20251	Tuition Reimbursement					
0116320211000	20261	Unemployment Certified					
0116320211000	20271	Worker's Comp. Certified		$ 53	$ 56		
0116320211000	20281	Cash in Lieu Certified					
0116320211000	20291	Life Insurance Certified			$ 47		
0116320211000	20320	Professional Educational Services		$ 58	$ 58		
0116320211000	20333	Mileage Paid to Staff		$ 81	$ 81		
0116320211000	20610	General Supplies		$ 46	$ 46		
TOTAL				$ 10,405	$ 13,132	26.2%	
0116320212000		GUIDANCE SERVICES					
0116320212000	20111	Salary Certified		$ 25,711	$ 26,778		
0116320212000	20211	Health Ins. Certified		$ 7,726	$ 6,887		
0116320212000	20221	Soc. Sec. Certified		$ 1,967	$ 2,049		
0116320212000	20231	Retirement Certified		$ 2,539	$ 2,645		
0116320212000	20251	Tuition Reimbursement					
0116320212000	20261	Unemployment Certified					
0116320212000	20271	Worker's Comp. Certified		$ 159	$ 166		
0116320212000	20281	Cash in Lieu Certified			$ 1,234		
0116320212000	20291	Life Insurance Certified		$ 18	$ 18		
0116320212000	20320	Professional Educational Services		$ 100	$ 300		
0116320212000	20333	Mileage Paid to Staff		$ 81	$ 81		
0116320212000	20610	General Supplies		$ 971	$ 971		
TOTAL				$ 39,272	$ 41,128	4.7%	
0116320213000		HEALTH SERVICES					
0116320213000	20111	Salary Certified		$ 13,320	$ 14,027		
0116320213000	20112	Salary Classified		$ 16,327	$ 16,647		
0116320213000	20211	Health Ins. Certified		$ 48	$ 2,749		
0116320213000	20212	Health Ins. Classified		$ 59	$ 60		
0116320213000	20221	Soc. Sec. Certified		$ 1,019	$ 1,073		
0116320213000	20222	Soc. Sec. Classified		$ 1,249	$ 1,273		
0116320213000	20231	Retirement Certified		$ 1,316	$ 1,386		
0116320213000	20232	Retirement Classified		$ 1,613	$ 1,644		
0116320213000	20251	Tuition Reimbursement					
0116320213000	20261	Unemployment Certified					
0116320213000	20262	Unemployment Classified					
0116320213000	20271	Worker's Comp. Certified		$ 83	$ 87		
0116320213000	20272	Worker's Comp. Classified		$ 101	$ 103		
0116320213000	20281	Cash in Lieu Certified					
0116320213000	20282	Cash in Lieu Classfied					
0116320213000	20291	Life Insurance Certified			$ 12		
0116320213000	20292	Life Insurance Classified		$ 46	$ 46		
0116320213000	20330	Employee Training and Development Services		$ 138	$ 138		
0116320213000	20333	Mileage Paid to Staff		$ 81	$ 81		
0116320213000	20610	General Supplies		$ 599	$ 599		
TOTAL				$ 35,998	$ 39,925	10.9%	
0116320214100		PSYCH SERVICES SCHOOL AGE					
0116320214100	20111	Salary Certified		$ 31,945	$ 33,463		
0116320214100	20211	Health Ins. Certified		$ 115	$ 4,049		
0116320214100	20221	Soc. Sec. Certified		$ 2,444	$ 2,560		
0116320214100	20231	Retirement Certified		$ 3,155	$ 3,305		
0116320214100	20251	Tuition Reimbursement					
0116320214100	20261	Unemployment Certified					
0116320214100	20271	Worker's Comp. Certified		$ 198	$ 207		

0116320214100	20281	Cash in Lieu Certified			$ 1,000		
0116320214100	20291	Life Insurance Certified		$ 23	$ 28		
0116320214100	20330	Employee Training and Development Services		$ 86	$ 86		
0116320214100	20333	Mileage Paid to Staff		$ 58	$ 58		
0116320214100	20610	General Supplies		$ 633	$ 633		
TOTAL				$ 38,656	$ 45,389	17.4%	
0116320215000		SPEECH PATHOLOGY					
0116320215000	20111	Salary Certified					
0116320215000	20211	Health Ins. Certified		$ -			
0116320215000	20221	Soc. Sec. Certified		$ -			
0116320215000	20231	Retirement Certified		$ -			
0116320215000	20251	Tuition Reimbursement					
0116320215000	20261	Unemployment Certified					
0116320215000	20271	Worker's Comp. Certified		$ -			
0116320215000	20281	Cash in Lieu Certified					
0116320215000	20291	Life Insurance Certified					
0116320215000	20333	Mileage Paid to Staff					
0116320215000	20340	Other Professional Services		$ 3,680	$ 3,680		
0116320215000	20610	General Supplies		$ 127	$ 127		
TOTAL				$ 3,807	$ 3,807	0.0%	
0116320215100		SPEECH/AUD SCHOOL AGE					
0116320215100	20111	Salary Certified					
0116320215100	20112	Salary Classified					
0116320215100	20113	Salary Substitute					
0116320215100	20132	Overtime					
0116320215100	20211	Health Ins. Certified		$ -			
0116320215100	20221	Soc. Sec. Certified		$ -			
0116320215100	20222	Soc. Sec. Classified		$ -			
0116320215100	20223	Soc. Sec. Substitute		$ -			
0116320215100	20231	Retirement Certified		$ -			
0116320215100	20232	Retirement Classified		$ -			
0116320215100	20251	Tuition Reimbursement					
0116320215100	20261	Unemployment Certified					
0116320215100	20262	Unemployment Classified					
0116320215100	20271	Worker's Comp. Certified		$ -			
0116320215100	20272	Worker's Comp. Classified		$ -			
0116320215100	20281	Cash in Lieu Certified					
0116320215100	20282	Cash in Lieu Classfied					
0116320215100	20291	Life Insurance Certified					
0116320215100	20292	Life Insurance Classified					
0116320215100	20320	Professional Educational Services					
0116320215100	20330	Employee Training and Development Services					
0116320215100	20333	Mileage Paid to Staff					
TOTAL				$ -	$ -		
0116320218100		VISION SERVICES SPED					
0116320218100	20320	Professional Educational Services		$ -	$ -		
TOTAL				$ -	$ -		
0116320221100		SCHOOL IMPROVEMENT					
0116320221100	20111	Salary Certified					
0116320221100	20211	Health Ins. Certified		$ -			
0116320221100	20221	Soc. Sec. Certified		$ -			
0116320221100	20231	Retirement Certified		$ -			
0116320221100	20251	Tuition Reimbursement					

0116320221100	20261	Unemployment Certified					
0116320221100	20271	Worker's Comp. Certified		$ -			
0116320221100	20281	Cash in Lieu Certified					
0116320221100	20291	Life Insurance Certified					
0116320221100	20320	Professional Educational Services					
0116320221100	20330	Employee Training and Development Services					
0116320221100	20332	Mileage Paid to Parents					
0116320221100	20333	Mileage Paid to Staff					
0116320221100	20540	Advertising					
0116320221100	20610	General Supplies					
0116320221100	20733	Furniture and Fixtures					
0116320221100	20810	Dues and Fees					
TOTAL				$ -	$ -		
0116320222000		LIBRARY/MEDIA SERVICES					
0116320222000	20111	Salary Certified		$ 30,348	$ 31,790		
0116320222000	20112	Salary Classified		$ 14,741	$ 15,351		
0116320222000	20113	Salary Substitute					
0116320222000	20211	Health Ins. Certified		$ 20,000	$ 4,043		
0116320222000	20212	Health Ins. Classified		$ 53	$ 55		
0116320222000	20221	Soc. Sec. Certified		$ 2,322	$ 2,432		
0116320222000	20222	Soc. Sec. Classified		$ 1,128	$ 1,174		
0116320222000	20223	Soc. Sec. Substitute		$ -	$ -		
0116320222000	20231	Retirement Certified		$ 2,997	$ 3,140		
0116320222000	20232	Retirement Classified		$ 1,456	$ 1,516		
0116320222000	20251	Tuition Reimbursement					
0116320222000	20261	Unemployment Certified					
0116320222000	20262	Unemployment Classified					
0116320222000	20271	Worker's Comp. Certified		$ 188	$ 197		
0116320222000	20272	Worker's Comp. Classified		$ 91	$ 95		
0116320222000	20281	Cash in Lieu Certified			$ 1,000		
0116320222000	20282	Cash in Lieu Classfied					
0116320222000	20291	Life Insurance Certified		$ 28	$ 28		
0116320222000	20292	Life Insurance Classified		$ 46	$ 46		
0116320222000	20610	General Supplies		$ 250	$ 250		
0116320222000	20640	Books and Periodicals		$ 5,500	$ 5,500		
0116320222000	20642	Audio-Visual Materials		$ 550	$ 550		
TOTAL				$ 79,698	$ 67,168	-15.7%	
0116320223000		TECHNOLOGY-INSTRUTION					
0116320223000	20642	Audio-Visual Materials		$ 300	$ 300		
TOTAL				$ 300	$ 300		
0116320241000		OFFICE OF THE PRINCIPAL					
0116320241000	20110	Salary Classified		$ 26,777	$ 26,568		
0116320241000	20111	Salary Certified		$ 81,600	$ 85,900		
0116320241000	20210	Health Ins. Classified		$ 1,294	$ 309		
0116320241000	20211	Health Ins. Certified		$ 19,180	$ 15,476		
0116320241000	20220	Soc. Sec. Classified		$ 6,242	$ 6,571		
0116320241000	20221	Soc. Sec. Certified		$ 2,048	$ 2,032		
0116320241000	20230	Retirement Classified		$ 2,645	$ 2,624		
0116320241000	20231	Retirement Certified		$ 8,060	$ 8,484		
0116320241000	20251	Tuition Reimbursement					
0116320241000	20260	Unemployment Classified					
0116320241000	20261	Unemployment Certified					
0116320241000	20270	Worker's Comp. Classified		$ 166	$ 165		
0116320241000	20271	Worker's Comp. Certified		$ 506	$ 533		

0116320241000	20280	Cash in Lieu Classfied			$ 1,000		
0116320241000	20281	Cash in Lieu Certified					
0116320241000	20290	Life Insurance Classified		$ 46	$ 46		
0116320241000	20291	Life Insurance Certified		$ 46	$ 280		
0116320241000	20333	Mileage Paid to Staff		$ 1,000	$ 1,000		
0116320241000	20810	Dues and Fees		$ 650	$ 650		
TOTAL				$ 150,260	$ 151,639	0.9%	
0116320261000		OPERATIONS OF BUILDING					
0116320261000	20110	Salary Custodial/Maint.		$ 56,403	$ 56,368		
0116320261000	20120	Salary Temp.					
0116320261000	20130	Overtime			$ 5,000		
0116320261000	20210	Health Ins. Custodial/Maint.		$ 15,083	$ 9,225		
0116320261000	20220	Soc. Sec. Custodial/Maint.		$ 4,315	$ 4,312		
0116320261000	20230	Retirement Custodial/Main.		$ 5,571	$ 5,567		
0116320261000	20260	Unemployment Custodial/Maint.					
0116320261000	20270	Worker's Comp. Custodial/Maint.		$ 350	$ 349		
0116320261000	20280	Cash in Lieu Classfied		$ 1,000	$ 1,000		
0116320261000	20290	Life Insurance Custodial/Maint.		$ 92	$ 93		
0116320261000	20340	Other Professional Services		$ 1,150	$ 1,150		
0116320261000	20352	Other Technical Services		$ 345	$ 345		
0116320261000	20530	Communications		$ 173	$ 173		
0116320261000	20610	General Supplies		$ 10,350	$ 10,350		
0116320261000	20621	Natural Gas		$ 23,000	$ 23,000		
0116320261000	20622	Electricity		$ 94,875	$ 94,875		
0116320261000	20629	Water and Sewer		$ 8,050	$ 8,615		
0116320261000	20730	Equipment		$ 1,150	$ 1,150		
TOTAL				$ 221,906	$ 221,573	-0.2%	
0116320262000		MAINTENANCE OF BUILDINGS					
0116320262000	20110	Salary Custodial/Maint.					
0116320262000	20120	Salary Temp.					
0116320262000	20130	Overtime					
0116320262000	20210	Health Ins. Custodial/Maint.		$ -			
0116320262000	20220	Soc. Sec. Custodial/Maint.		$ -			
0116320262000	20230	Retirement Custodial/Main.		$ -			
0116320262000	20270	Worker's Comp. Custodial/Maint.		$ -			
0116320262000	20280	Cash in Lieu Classfied					
0116320262000	20290	Life Insurance Custodial/Maint.					
0116320262000	20352	Other Technical Services		$ 9,200	$ 9,200		
0116320262000	20430	Repairs and Maintenance Services		$ 17,055	$ 17,055		
0116320262000	20520	Property Ins.		$ 14,950	$ 14,950		
0116320262000	20530	Communications		$ 460	$ 460		
0116320262000	20610	General Supplies		$ 115	$ 115		
0116320262000	20730	Equipment		$ 345	$ 345		
0116320262000	20733	Furniture and Fixtures					
0116320262000	20810	Dues and Fees					
TOTAL				$ 42,125	$ 42,125	0.0%	
0116320266000		SECURITY					
0116320266000	20330	Professional Development		$ 115	$ 115		
0116320266000	20340	School Resource Officer		$ 5,750	$ 5,750		
0116320266000	20610	General Supplies		$ 1,035	$ 1,035		
TOTAL				$ 6,900	$ 6,900		
0116320350000		OTHER STATE CATEGORICAL PROGRAMS (Learning Community Grant)					
0116320350000	20111	Salary Certified					
0116320350000	20211	Health Ins. Certified		$ -	$ -		
0116320350000	20221	Soc. Sec. Certified		$ -	$ -		

0116320350000	20231	Retirement Certified		$ -	$ -		
0116320350000	20261	Unemployment Certified					
0116320350000	20271	Worker's Comp. Certified		$ -	$ -		
0116320350000	20281	Cash in Lieu Certified					
0116320350000	20291	Life Insurance Certified					
TOTAL				$ -	$ -		
0116320353500		HAL					
0116320353500	20111	Salary Certified		$ 24,166	$ 25,203		
0116320353500	20211	Health Ins. Certified		$ 10,087	$ 91		
0116320353500	20221	Soc. Sec. Certified		$ 1,849	$ 1,928		
0116320353500	20231	Retirement Certified		$ 2,387	$ 2,489		
0116320353500	20251	Tuition Reimbursement					
0116320353500	20261	Unemployment Certified					
0116320353500	20271	Worker's Comp. Certified		$ 150	$ 156		
0116320353500	20281	Cash in Lieu Certified					
0116320353500	20291	Life Insurance Certified		$ 46	$ 38		
0116320353500	20333	Mileage Paid to Staff		$ 23	$ 23		
0116320353500	20320	Professional Educational Services					
0116320353500	20610	General Supplies		$ 480	$ 480		
TOTAL				$ 39,187	$ 30,408	-22.4%	
0116320354000		STATE EARLY CHILDHOOD					
0116320354000	20111	Salary Certified					
0116320354000	20112	Salary Classified					
0116320354000	20113	Salary Substitute					
0116320354000	20211	Health Ins. Certified		$ -			
0116320354000	20212	Health Ins. Classified		$ -			
0116320354000	20221	Soc. Sec. Certified		$ -			
0116320354000	20222	Soc. Sec. Classified		$ -			
0116320354000	20223	Soc. Sec. Substitute		$ -			
0116320354000	20231	Retirement Certified		$ -			
0116320354000	20232	Retirement Classified		$ -			
0116320354000	20251	Tuition Reimbursement					
0116320354000	20261	Unemployment Certified					
0116320354000	20262	Unemployment Classified					
0116320354000	20271	Worker's Comp. Certified		$ -			
0116320354000	20272	Worker's Comp. Classified		$ -			
0116320354000	20281	Cash in Lieu Certified					
0116320354000	20282	Cash in Lieu Certified					
0116320354000	20291	Life Insurance Certified					
0116320354000	20292	Life Insurance Classified					
0116320354000	20333	Mileage Paid to Staff		$ 21	$ 21		
TOTAL				$ 21	$ 21	0.0%	
0116320620000		TITLE 1 PART A BASIC PROG					
0116320620000	20111	Salary Certified		$ 96,092	$ 103,530		
0116320620000	20112	Salary Classified		$ 21,215	$ 12,057		
0116320620000	20113	Salary Substitute			$ 1,500		
0116320620000	20211	Health Ins. Certified		$ 6,911	$ 18,065		
0116320620000	20212	Health Ins. Classified		$ 76	$ 43		
0116320620000	20221	Soc. Sec. Certified		$ 7,351	$ 7,920		
0116320620000	20222	Soc. Sec. Classified		$ 1,623	$ 922		
0116320620000	20223	Soc. Sec. Substitute		$ -	$ 115		
0116320620000	20231	Retirement Certified		$ 9,491	$ 10,226		
0116320620000	20232	Retirement Classified		$ 2,095	$ 1,191		
0116320620000	20251	Tuition Reimbursement					
0116320620000	20261	Unemployment Certified					

0116320620000	20262	Unemployment Classified					
0116320620000	20271	Worker's Comp. Certified		$ 596	$ 642		
0116320620000	20272	Worker's Comp. Classified		$ 132	$ 75		
0116320620000	20281	Cash in Lieu Certified		$ 899	$ 1,000		
0116320620000	20282	Cash in Lieu Classified					
0116320620000	20291	Life Insurance Certified		$ 46	$ 119		
0116320620000	20292	Life Insurance Classified		$ 93	$ 46		
0116320620000	20320	Professional Educational Services		$ 777	$ 777		
0116320620000	20330	Employee Training and Development Services		$ 274	$ 274		
0116320620000	20333	Mileage Paid to Staff		$ 103	$ 103		
0116320620000	20590	Interagency Purchased Services					
0116320620000	20610	General Supplies		$ 2,218	$ 2,218		
TOTAL				$ 149,991	$ 160,822	7.2%	
0116320621000		TITLE 1 ACCOUNTABILITY					
0116320621000	20111	Salary Certified					
0116320621000	20211	Health Ins. Certified		$ -			
0116320621000	20221	Soc. Sec. Certified		$ -			
0116320621000	20231	Retirement Certified		$ -			
0116320621000	20251	Tuition Reimbursement					
0116320621000	20261	Unemployment Certified					
0116320621000	20271	Worker's Comp. Certified		$ -			
0116320621000	20281	Cash in Lieu Certified					
0116320621000	20291	Life Insurance Certified					
0116320621000	20320	Professional Educational Services		$ 7,517	$ 7,517		
0116320621000	20330	Employee Training and Development Services					
0116320621000	20610	General Supplies		$ 1,824	$ 1,824		
TOTAL				$ 9,340	$ 9,340	0.0%	
0116320631000		TITLE 2 EFFECTIVE INSTR.					
0116320631000	20111	Salary Certified					
0116320631000	20113	Salary Substitute					
0116320631000	20211	Health Ins. Certified		$ -			
0116320631000	20221	Soc. Sec. Certified		$ -			
0116320631000	20223	Soc. Sec. Classified		$ -			
0116320631000	20231	Retirement Certified		$ -			
0116320631000	20251	Tuition Reimbursement					
0116320631000	20261	Unemployment Certified					
0116320631000	20271	Worker's Comp. Certified		$ -			
0116320631000	20281	Cash in Lieu Certified					
0116320631000	20291	Life Insurance Certified					
0116320631000	20320	Professional Educational Services					
0116320631000	20330	Employee Training and Development Services		$ 896	$ 8,457		
0116320631000	20610	General Supplies		$ 71	$ 71		
TOTAL				$ 967	$ 8,528	781.7%	
0116320640400		IDEA BIRTH THROUGH 4					
0116320640400	20111	Salary Certified		$ 89,920	$ 127,160		
0116320640400	20112	Salary Classified		$ 9,156	$ -		
0116320640400	20113	Salary Substitute			$ 1,200		
0116320640400	20211	Health Ins. Certified		$ 7,619	$ 31,393		
0116320640400	20212	Health Ins. Classified					
0116320640400	20221	Soc. Sec. Certified		$ 6,879	$ 9,728		
0116320640400	20222	Soc. Sec. Classified		$ 700	$ -		
0116320640400	20223	Soc. Sec. Substitute		$ -	$ 92		
0116320640400	20231	Retirement Certified		$ 8,881	$ 12,560		

0116320640400	20232	Retirement Classified		$ 904	$ -		
0116320640400	20251	Tuition Reimbursement					
0116320640400	20261	Unemployment Certified					
0116320640400	20262	Unemployment Classified					
0116320640400	20271	Worker's Comp. Certified		$ 558	$ 788		
0116320640400	20272	Worker's Comp. Classified		$ 57	$ -		
0116320640400	20281	Cash in Lieu Certified			$ 200		
0116320640400	20282	Cash in Lieu Classified					
0116320640400	20291	Life Insurance Certified		$ 46	$ 121		
0116320640400	20292	Life Insurance Classified					
0116320640400	20333	Mileage Paid to Staff					
TOTAL				$ 124,720	$ 183,241	46.9%	
0116320640600		IDEA PRESCHOOL BASE					
0116320640600	20111	Salary Certified					
0116320640600	20112	Salary Classified					
0116320640600	20113	Salary Substitute					
0116320640600	20281	Health Ins. Certified		$ -	$ -		
0116320640600	20282	Health Ins. Classified		$ -	$ -		
0116320640600	20221	Soc. Sec. Certified		$ -	$ -		
0116320640600	20222	Soc. Sec. Classified		$ -	$ -		
0116320640600	20223	Soc. Sec. Substitute		$ -	$ -		
0116320640600	20231	Retirement Certified		$ -	$ -		
0116320640600	20232	Retirement Classified		$ -	$ -		
0116320640600	20251	Tuition Reimbursement					
0116320640600	20261	Unemployment Certified					
0116320640600	20262	Unemployment Classified					
0116320640600	20271	Worker's Comp. Certified		$ -	$ -		
0116320640600	20272	Worker's Comp. Classified		$ -	$ -		
0116320640600	20281	Cash in Lieu Certified					
0116320640600	20282	Cash in Lieu Classified					
0116320640600	20291	Life Insurance Certified					
0116320640600	20292	Life Insurance Certified					
TOTAL				$ -	$ -		
0116320641000		IDEA E/P					
0116320641000	20111	Salary Certified					
0116320641000	20112	Salary Classified		$ 9,156	$ 9,501		
0116320641000	20113	Salary Substitute					
0116320641000	20132	Overtime					
0116320641000	20211	Health Ins. Certified		$ -	$ -		
0116320641000	20212	Health Ins. Classified		$ 33	$ 34		
0116320641000	20221	Soc. Sec. Certified		$ -	$ -		
0116320641000	20222	Soc. Sec. Classified		$ 700	$ 727		
0116320641000	20223	Soc. Sec. Substitute		$ -	$ -		
0116320641000	20231	Retirement Certified		$ -	$ -		
0116320641000	20232	Retirement Classified		$ 904	$ 938		
0116320641000	20251	Tuition Reimbursement					
0116320641000	20261	Unemployment Certified					
0116320641000	20262	Unemployment Classified					
0116320641000	20271	Worker's Comp. Certified		$ -	$ -		
0116320641000	20272	Worker's Comp. Classified		$ 57	$ 59		
0116320641000	20281	Cash in Lieu Certified		$ 199	$ 199		
0116320641000	20282	Cash in Lieu Classified					
0116320641000	20291	Life Insurance Certified		$ 10			
0116320641000	20292	Life Insurance Classified		$ 46	$ 47		
0116320641000	20320	Professional Educational Services		$ 18,152	$ 18,152		

0116320641000	20610	General Supplies		$ 392	$ 392		
TOTAL				$ 29,649	$ 30,049	1.3%	
0116320641200		IDEA PART B PROPOR.					
0116320641200	20320	Professional Educational Services					
TOTAL				$ -			
0116320692500		TITLE 3 ENG. LANG. ACQ.					
0116320692500	20111	Salary Certified					
0116320692500	20112	Salary Classified					
0116320692500	20113	Salary Substitute					
0116320692500	20211	Health Ins. Certified		$ -			
0116320692500	20212	Health Ins. Classified		$ -			
0116320692500	20221	Soc. Sec. Certified		$ -			
0116320692500	20222	Soc. Sec. Classified		$ -			
0116320692500	20223	Soc. Sec. Substitute		$ -			
0116320692500	20231	Retirement Certified		$ -			
0116320692500	20232	Retirement Classified		$ -			
0116320692500	20251	Tuition Reimbursement					
0116320692500	20261	Unemployment Certified					
0116320692500	20262	Unemployment Classified					
0116320692500	20272	Worker's Comp. Certified		$ -			
0116320692500	20273	Worker's Comp. Classified		$ -			
0116320692500	20281	Cash in Lieu Certified					
0116320692500	20282	Cash in Lieu Classified					
0116320692500	20291	Life Insurance Certified					
0116320692500	20292	Life Insurance Classified					
0116320692500	20320	Professional Educational Services		$ 471	$ 471		
0116320692500	20330	Employee Training and Development Services		$ 82	$ 82		
0116320692500	20610	General Supplies		$ 4,325	$ 4,325		
TOTAL				$ 4,877	$ 4,877	0.0%	
0616320310000		FOOD SERVICE					
0616320310000	20110	Salary Food Service		$ 43,739	$ 45,474		
0616320310000	20130	Overtime					
0616320310000	20210	Health Ins. Food Service		$ 157	$ 164		
0616320310000	20220	Soc. Sec. Food Service		$ 3,346	$ 3,479		
0616320310000	20230	Retirement Food Service		$ 4,320	$ 4,491		
0616320310000	20260	Unemployment Food Service					
0616320310000	20270	Worker's Comp. Food Service		$ 271	$ 282		
0616320310000	20280	Cash in Lieu Classfied					
0616320310000	20290	Life Insurance Food Service		$ 140	$ 140		
0616320310000	20333	Mileage Paid to Staff		$ 163	$ 163		
0616320310000	20340	Other Professional Services		$ 141,795	$ 141,795		
0616320310000	20530	Communications		$ 126	$ 126		
0616320310000	20610	General Supplies		$ 1,287	$ 1,287		
0616320310000	20733	Furniture and Fixtures		$ 1,625	$ 1,625		
TOTAL				$ 196,970	$ 199,025	1.0%	
Title IV Student Support and Academic Enrichment							
0116320696900	20111	Salary Certified					
0116320696900	20112	Salary Classified					
0116320696900	20113	Salary Substitute					
0116320696900	20211	Health Ins. Certified		$ -			
0116320696900	20212	Health Ins. Classified		$ -			
0116320696900	20221	Soc. Sec. Certified		$ -			

0116320696900	20222	Soc. Sec. Classified		$ -				
0116320696900	20223	Soc. Sec. Substitute		$ -				
0116320696900	20231	Retirement Certified		$ -				
0116320696900	20232	Retirement Classified		$ -				
0116320696900	20251	Tuition Reimbursement						
0116320696900	20261	Unemployment Certified						
0116320696900	20262	Unemployment Classified						
0116320696900	20272	Worker's Comp. Certified		$ -				
0116320696900	20273	Worker's Comp. Classified		$ -				
0116320696900	20281	Cash in Lieu Certified						
0116320696900	20282	Cash in Lieu Classified						
0116320696900	20291	Life Insurance Certified						
0116320696900	20292	Life Insurance Classified						
0116320696900	20320	Professional Educational Services						
0116320696900	20330	Employee Training and Development Services						
0116320696900	20610	General Supplies						
TOTAL				$ -				
CATEGORICAL RECEIPTS McKinney-								
0116320699000	20111	Salary Certified						
0116320699000	20211	Health Ins. Certified		$ -				
0116320699000	20221	Soc. Sec. Certified		$ -				
0116320699000	20231	Retirement Certified		$ -				
0116320699000	20261	Unemployment Certified						
0116320699000	20271	Worker's Comp. Certified		$ -				
0116320699000	20281	Cash in Lieu Certified						
0116320699000	20291	Life Insurance Certified						
TOTAL				$ -				

		Totals	19/20	
Regular Education		$ 1,800,547	$ 1,861,234	
SPED		$ 825,897	$ 770,434	Flex Funding
Pupil Services		$ 92,575	$ 101,086	
Staff Services		$ 79,998	$ 67,468	
General Admin.		$ -	$ -	
School Admin		$ 150,260	$ 151,639	
Fiscal		$ -	$ -	
Operations		$ 221,906	$ 221,573	
Maintenance		$ 42,125	$ 42,125	
Transportation		$ -	$ -	
Early Childhood		$ 21	$ 21	
Title		$ 165,176	$ 183,568	
IDEA		$ 154,368	$ 213,290	
BOE		$ -	$ -	
TOTAL		$ 3,213,308	$ 3,215,559	

KAREN WESTERN ELEMENTARY

ORG Code	Account Code	Description		2018-2019			
0116420110000		REGULAR EDUCATION					
0116420110000	20111	Salary Certified		$ 305,196	341,379		
0116420110000	20112	Salary Classified		$ 19,642	12,057		
0116420110000	20113	Salary Substitute		$ 15,000	15,000		
0116420110000	20151	Unit Pay		$ 6,000	5,979		
0116420110000	20152	Unit Pay Classified					
0116420110000	20211	Health Ins. Certified		$ 70,497	96,945		
0116420110000	20212	Health Ins. Classified		$ 71	43		
0116420110000	20221	Soc. Sec. Certified		$ 23,347	26,115		
0116420110000	20222	Soc. Sec. Classified		$ 1,503	922		
0116420110000	20223	Soc. Sec. Substitute		$ 1,148	1,148		
0116420110000	20231	Retirement Certified		$ 30,144	33,718		
0116420110000	20232	Retirement Classified		$ 1,940	1,191		
0116420110000	20251	Tuition Reimbursement					
0116420110000	20261	Unemployment Certified					
0116420110000	20262	Unemployment Classified					
0116420110000	20271	Worker's Comp. Certified		$ 1,892	2,117		
0116420110000	20272	Worker's Comp. Classified		$ 122	75		
0116420110000	20281	Cash in Lieu certified					
0116420110000	20282	Cash in lieu classfied					
0116420110000	20291	Life Insurance Certified		$ 289	599		
0116420110000	20292	Life Insurance Classified		$ 46	47		
0116420110000	20330	Employee Training and Development Services		$ 2,000	2,000		
0116420110000	20333	Mileage Paid to Staff		$ 150	150		
0116420110000	20340	Other Professional Services(Outdoor Ed.)		$ 3,425	3,425		
0116420110000	20531	Postage		$ 800	800		
0116420110000	20610	General Supplies		$ 8,000	9,500	paper	
0116420110000	20640	Books and Periodicals		$ -	2,800		
0116420110000	20650	Supplies - Technology Related		$ 500	500		
0116420110000	20733	Furniture and Fixtures		$ 800	800		
0116420110000	20734	Technology-Related Hardware		$ 500	500		
0116420110000	20810	Dues and Fees		$ -	-		
0116420110001	20330	Employee Train		$ 1,000	1,000		
0116420110001	20610	Curricular Supplies			1,000		
0116420110001	20640	Books and Periodicals		$ 12,500	13,500		
0116420110001	20734	Hardware Technology Related		$ 12,500	12,500		
0116420110050	20610	Sci. Supplies		$ -	-		
0116420110068	20610	PE Supplies		$ 300	300		
0116420110090	20610	Art Supplies		$ 500	500		
0116420110093	20610	Vocal Music Supplies		$ 300	300		
0116420110094	20610	Band Supplies		$ 1,000	1,000		
TOTAL				$ 521,112	587,910	12.8%	
0116420112500		FLEX FUNDING					
0116420112500	20111	Salary Certified		$ 27,322			
0116420112500	20112	Salary Classified					
0116420112500	20211	Health ins. certified		$ 98	-		
0116420112500	20221	Soc. Sec. Certified		$ 2,090			
0116420112500	20231	Retirement Certified		$ 2,699			

0116420112500	20261	Unemployment Certified					
0116420112500	20271	Worker's Comp. Certified		$ 169			
0116420112500	20281	Cash in Lieu certified					
0116420112500	20291	Life Insurance Certified					
0116420112500	20610	General Supplies					
TOTAL				$ 32,378	-	-100.0%	
0116420115000		LEP					
0116420115000	20111	Salary Certified		$ 19,670	20,620		
0116420115000	20112	Salary Classified		$ 1,020	-		
0116420115000	20113	Salary Substitute					
0116420115000	20211	Health Ins. Certified		$ 7,704	8,099		
0116420115000	20212	Health Ins. Classified		$ 4	-		
0116420115000	20221	Soc. Sec. Certified		$ 1,505	1,577		
0116420115000	20222	Soc. Sec. Classified		$ 78	-		
0116420115000	20223	Soc. Sec. Substitute		$ -	-		
0116420115000	20231	Retirement Certified		$ 1,943	2,037		
0116420115000	20232	Retirement Classified		$ 101	-		
0116420115000	20251	Tuition Reimbursement					
0116420115000	20261	Unemployment Certified					
0116420115000	20262	Unemployment Classified					
0116420115000	20271	Worker's Comp. Certified		$ 122	128		
0116420115000	20272	Worker's Comp. Classified		$ 6	-		
0116420115000	20281	Cash in Lieu certified					
0116420115000	20282	Cash in lieu classfied					
0116420115000	20291	Life Insurance Certified		$ 18	18		
0116420115000	20292	Life Insurance Classified					
0116420115000	20320	Professional Educational Services					
0116420115000	20330	Employee Training and Development Services					
0116420115000	20333	Mileage Paid to Staff					
0116420115000	20610	General Supplies		$ 2,100	2,100		
0116420115000	20640	Books and Periodicals					
0116420115000	20650	Supplies - Technology Related					
0116420115000	20734	Technology-Related Hardware					
TOTAL				$ 34,270	34,579	0.9%	
0116420116000		POVERTY					
0116420116000	20111	Salary Certified		$ 200,916	173,272		
0116420116000	20112	Salary Classified			-		
0116420116000	20113	Salary Substitute		$ 4,500	7,500		
0116420116000	20211	Health Ins. Certified		$ 80,202	52,640		
0116420116000	20212	Health Ins. Classified					
0116420116000	20221	Soc. Sec. Certified		$ 15,370			
0116420116000	20222	Soc. Sec. Classified		$ -			
0116420116000	20223	Soc. Sec. Substitute		$ 344			
0116420116000	20231	Retirement Certified		$ 19,844			
0116420116000	20232	Retirement Classified		$ -			
0116420116000	20251	Tuition Reimbursement					
0116420116000	20261	Unemployment Certified					
0116420116000	20262	Unemployment Classified					
0116420116000	20271	Worker's Comp. Certified		$ 1,246			
0116420116000	20272	Worker's Comp. Classified		$ -			
0116420116000	20281	Cash in Lieu certified		$ 1,000	1,000		
0116420116000	20282	Cash in lieu classfied					

0116420116000	20291	Life Insurance Certified		$ 280	188		
0116420116000	20292	Life Insurance Classified					
0116420116000	20610	General Supplies		$ 50	50		
0116420116000	20640	Books and Periodicals					
TOTAL				$ 323,753	234,650	-27.5%	
0116420120000		SPED SCHOOL AGE					
0116420120000	20111	Salary Certified		$ 50,580	77,984		
0116420120000	20112	Salary Classified		$ 12,487	12,773		
0116420120000	20113	Salary Substitute		$ 1,800	1,800		
0116420120000	20211	Health Ins. Certified		$ 19,266	30,344		
0116420120000	20212	Health Ins. Classified		$ 45	46		
0116420120000	20221	Soc. Sec. Certified		$ 3,869	5,966		
0116420120000	20222	Soc. Sec. Classified		$ 955	977		
0116420120000	20223	Soc. Sec. Substitute		$ 138	138		
0116420120000	20231	Retirement Certified		$ 4,996	7,702		
0116420120000	20232	Retirement Classified		$ 1,233	1,262		
0116420120000	20251	Tuition Reimbursement					
0116420120000	20261	Unemployment Certified					
0116420120000	20262	Unemployment Classified					
0116420120000	20271	Worker's Comp. Certified		$ 314	484		
0116420120000	20272	Worker's Comp. Classified		$ 77	79		
0116420120000	20281	Cash in Lieu Certified					
0116420120000	20282	Cash in Lieu Classfied					
0116420120000	20291	Life Insurance Certified		$ 46	46		
0116420120000	20292	Life Insurance Classified		$ 93	46		
0116420120000	20320	Professional Educational Services		$ 4,500	4,500		
0116420120000	20330	Employee Training and Development Services					
0116420120000	20333	Mileage Paid to Staff					
0116420120000	20563	Tuition to Private Schools					
0116420120000	20569	Tuition - Other		$ 54,000	54,000		
0116420120000	20610	General Supplies		$ 680	680		
0116420120000	20640	Books and Periodicals					
0116420120000	20733	Furniture and Fixtures					
0116420120000	20734	Technology-Related Hardware					
TOTAL				$ 155,080	198,826	28.2%	
0116420129100		SPED 3-5					
0116420129100	20111	Salary Certified					
0116420129100	20112	Salary Classified					
0116420129100	20113	Salary Substitute					
0116420129100	20211	Health Ins. Certified		$ -			
0116420129100	20212	Health Ins. Classified		$ -			
0116420129100	20221	Soc. Sec. Certified		$ -			
0116420129100	20222	Soc. Sec. Classified		$ -			
0116420129100	20223	Soc. Sec. Substitute		$ -			
0116420129100	20231	Retirement Certified		$ -			
0116420129100	20232	Retirement Classified		$ -			
0116420129100	20251	Tuition Reimbursement					
0116420129100	20261	Unemployment Certified					
0116420129100	20262	Unemployment Classified					
0116420129100	20271	Worker's Comp. Certified		$ -			
0116420129100	20272	Worker's Comp. Classified		$ -			
0116420129100	20281	Cash in Lieu Certified					
0116420129100	20282	Cash in Lieu Classfied					

0116420129100	20291	Life Insurance Certified					
0116420129100	20292	Life Insurance Classified					
0116420129100	20320	Professional Educational Services					
0116420129100	20330	Employee Training and Development Services					
0116420129100	20561	Tuition to Other School Districts Within the State					
	20640	General Supplies					
0116420129100	20630	Food		$ 2,415	2,415		
TOTAL				$ 2,415	2,415	0.0%	
0116420129200		SPED BIRTH TO 2					
0116420129200	20111	Salary Certified					
0116420129200	20112	Salary Classified					
0116420129200	20211	Health Ins. Certified		$ -			
0116420129200	20212	Health Ins. Classified		$ -			
0116420129200	20221	Soc. Sec. Certified		$ -			
0116420129200	20222	Soc. Sec. Classified		$ -			
0116420129200	20231	Retirement Certified		$ -			
0116420129200	20232	Retirement Classified					
0116420129200	20251	Tuition Reimbursement					
0116420129200	20261	Unemployment Certified					
0116420129200	20262	Unemployment Classified					
0116420129200	20271	Worker's Comp. Certified		$ -			
0116420129200	20272	Worker's Comp. Classified		$ -			
0116420129200	20281	Cash in Lieu Certified					
0116420129200	20282	Cash in Lieu Classfied					
0116420129200	20291	Life Insurance Certified					
0116420129200	20292	Life Insurance Classified					
0116420129200	20320	Professional Educational Services					
0116420129200	20330	Employee Training and Development Services					
0116420129200	20333	Mileage Paid to Staff					
	20610	General Supplies					
0116420129200	20734	Technology-Related Hardware					
0116420129200	20735	Technology Software					
TOTAL				$ -	-		
0116420130000		SUMMER SCHOOL					
0116420130000	20111	Salary Certified		$ 16,319	16,319		
0116420130000	20112	Salary Classified					
0116420130000	20211	Health Ins. Certified		$ 59	59		
0116420130000	20212	Health Ins. Classified		$ -	-		
0116420130000	20221	Soc. Sec. Certified		$ 1,248	1,248		
0116420130000	20222	Soc. Sec. Classified		$ -	-		
0116420130000	20231	Retirement Certified		$ 1,612	1,612		
0116420130000	20232	Retirement Classified		$ -	-		
0116420130000	20271	Worker's Comp. Certified		$ 101	101		
0116420130000	20272	Worker's Comp. Classified		$ -	-		
0116420130000	20281	Cash in Lieu Certified					
0116420130000	20282	Cash in Lieu Classfied					
0116420130000	20291	Life Insurance Certified					
0116420130000	20292	Life Insurance Classified					
0116420130000	20610	General Supplies					
0116420130000	20630	Food					
0116420130000	20640	Textbooks					

TOTAL				$ 19,339	19,339	0.0%	
0116420211000		SOCIAL WORK/ATTENDANCE					
0116420211000	20111	Salary Certified		$ 8,625	9,096		
0116420211000	20211	Health Ins. Certified		$ 31	2,540		
0116420211000	20221	Soc. Sec. Certified		$ 660	696		
0116420211000	20231	Retirement Certified		$ 852	898		
0116420211000	20251	Tuition Reimbursement					
0116420211000	20261	Unemployment Certified					
0116420211000	20271	Worker's Comp. Certified		$ 53	56		
0116420211000	20281	Cash in Lieu Certified					
0116420211000	20291	Life Insurance Certified			6		
0116420211000	20320	Professional Educational Services		$ 30	30		
0116420211000	20333	Mileage Paid to Staff		$ 42	42		
0116420211000	20610	General Supplies		$ 24	24		
TOTAL				$ 10,317	13,388	29.8%	
0116420212000		GUIDANCE SERVICES					
0116420212000	20111	Salary Certified		$ 29,926	32,434		
0116420212000	20211	Health Ins. Certified		$ 23,009	12,155		
0116420212000	20221	Soc. Sec. Certified		$ 2,289	2,481		
0116420212000	20231	Retirement Certified		$ 2,956	3,204		
0116420212000	20251	Tuition Reimbursement					
0116420212000	20261	Unemployment Certified					
0116420212000	20271	Worker's Comp. Certified		$ 186	201		
0116420212000	20281	Cash in Lieu Certified					
0116420212000	20291	Life Insurance Certified		$ 56	28		
0116420212000	20320	Professional Educational Services		$ 100	500		
0116420212000	20333	Mileage Paid to Staff		$ 42	42		
0116420212000	20610	General Supplies		$ 949	949		
TOTAL				$ 59,513	51,994	-12.6%	
0116420213000		HEALTH SERVICES					
0116420213000	20111	Salary Certified		$ 13,320	14,027		
0116420213000	20112	Salary Classified		$ 14,741	15,102		
0116420213000	20211	Health Ins. Certified		$ 48	2,682		
0116420213000	20212	Health Ins. Classified		$ 53	14,781		
0116420213000	20221	Soc. Sec. Certified		$ 1,019	1,073		
0116420213000	20222	Soc. Sec. Classified		$ 1,128	1,155		
0116420213000	20231	Retirement Certified		$ 1,316	1,385		
0116420213000	20232	Retirement Classified		$ 1,456	1,492		
0116420213000	20251	Tuition Reimbursement					
0116420213000	20261	Unemployment Certified					
0116420213000	20262	Unemployment Classified					
0116420213000	20271	Worker's Comp. Certified		$ 48	50		
0116420213000	20272	Worker's Comp. Classified		$ 53	54		
0116420213000	20281	Cash in Lieu Certified					
0116420213000	20282	Cash in Lieu Classfied					
0116420213000	20291	Life Insurance Certified			12		
0116420213000	20292	Life Insurance Classified		$ 46	46		
0116420213000	20330	Employee Training and Development Services		$ 72	72		
0116420213000	20333	Mileage Paid to Staff		$ 42	42		
0116420213000	20610	General Supplies		$ 456	456		
TOTAL				$ 33,797	52,431	55.1%	
0116420214100		PSYCH SERVICES SCHOOL AGE					
0116420214100	20111	Salary Certified		$ 22,480	23,514		

0116420214100	20211	Health Ins. Certified		$ 7,581	5,641		
0116420214100	20221	Soc. Sec. Certified		$ 1,720	1,799		
0116420214100	20231	Retirement Certified		$ 2,220	2,322		
0116420214100	20251	Tuition Reimbursement					
0116420214100	20261	Unemployment Certified					
0116420214100	20271	Worker's Comp. Certified		$ 139	146		
0116420214100	20281	Cash in Lieu Certified					
0116420214100	20291	Life Insurance Certified		$ 46	19		
0116420214100	20330	Employee Training and Development Services		$ 45	45		
0116420214100	20333	Mileage Paid to Staff		$ 30	30		
0116420214100	20610	General Supplies		$ 330	330		
TOTAL				$ 34,591	33,846	-2.2%	
0116420215100		SPEECH/AUD SCHOOL AGE					
0116420215100	20111	Salary Certified		$ 25,288	27,385		
0116420215100	20112	Salary Classified		$ 36,635	39,218		
0116420215100	20113	Salary Substitute		$ 18,503	18,503		
0116420215100	20132	Overtime					
0116420215100	20211	Health Ins. Certified		$ 20,000	16,818		
0116420215100	20212	Health Ins. Classifed		$ 45,000	1,141		
0116420215100	20221	Soc. Sec. Certified		$ 1,935	2,095		
0116420215100	20222	Soc. Sec. Classified		$ 2,803	3,000		
0116420215100	20223	Soc. Sec. Substitute		$ 1,415	1,415		
0116420215100	20231	Retirement Certified		$ 2,498	2,705		
0116420215100	20232	Retirement Classified		$ 3,618	3,874		
0116420215100	20251	Tuition Reimbursement					
0116420215100	20261	Unemployment Certified					
0116420215100	20262	Unemployment Classified					
0116420215100	20271	Worker's Comp. Certified		$ 157	170		
0116420215100	20272	Worker's Comp. Classified		$ 227	243		
0116420215100	20281	Cash in Lieu Certified					
0116420215100	20282	Cash in Lieu Classfied		$ 1,333	1,000		
0116420215100	20291	Life Insurance Certified		$ 273	273		
0116420215100	20292	Life Insurance Classified		$ 608	608		
0116420215100	20320	Professional Educational Services		$ 147,411	147,411		
0116420215100	20330	Employee Training and Development Services					
0116420215100	20333	Mileage Paid to Staff					
TOTAL				$ 307,704	265,859	-13.6%	
0116420215200		SPEECH/AUD 3-5					
0116420215200	20111	Salary Certified					
0116420215200	20112	Salary Classified					
0116420215200	20113	Salary Substitute					
0116420215200	20132	Overtime					
0116420215200	20211	Health Ins. Certified		$ -			
0116420215200	20221	Soc. Sec. Certified		$ -			
0116420215200	20222	Soc. Sec. Classified		$ -			
0116420215200	20223	Soc. Sec. Substitute		$ -			
0116420215200	20231	Retirement Certified		$ -			
0116420215200	20232	Retirement Classified					
0116420215200	20251	Tuition Reimbursement					
0116420215200	20261	Unemployment Certified					
0116420215200	20262	Unemployment Classified					
0116420215200	20271	Worker's Comp. Certified		$ -			
0116420215200	20272	Worker's Comp. Classified		$ -			

0116420215200	20281	Cash in Lieu Certified					
0116420215200	20282	Cash in Lieu Classfied					
0116420215200	20291	Life Insurance Certified					
0116420215200	20292	Life Insurance Classified					
0116420215200	20320	Professional Educational Services					
0116420215200	20330	Employee Training and Development Services					
0116420215200	20333	Mileage Paid to Staff					
TOTAL				$ -	-		
0116420215300		SPEECH/AUD BIRTH-2					
0116420215300	20111	Salary Certified		$ 18,194	18,534		
0116420215300	20112	Salary Classified					
0116420215300	20113	Salary Substitute					
0116420215300	20132	Overtime					
0116420215300	20211	Health Ins. Certified		$ 65	5,684		
0116420215300	20221	Soc. Sec. Certified		$ 1,392	1,418		
0116420215300	20222	Soc. Sec. Classified		$ -	-		
0116420215300	20223	Soc. Sec. Substitute		$ -	-		
0116420215300	20231	Retirement Certified		$ 1,797	1,831		
0116420215300	20232	Retirement Classified					
0116420215300	20251	Tuition Reimbursement					
0116420215300	20261	Unemployment Certified					
0116420215300	20262	Unemployment Classified					
0116420215300	20271	Worker's Comp. Certified		$ 113	115		
0116420215300	20272	Worker's Comp. Classified		$ -	-		
0116420215300	20281	Cash in Lieu Certified					
0116420215300	20282	Cash in Lieu Classfied					
0116420215300	20291	Life Insurance Certified			13		
0116420215300	20292	Life Insurance Classified					
0116420215300	20320	Professional Educational Services					
0116420215300	20330	Employee Training and Development Services					
0116420215300	20333	Mileage Paid to Staff					
TOTAL				$ 21,561	27,594	28.0%	
0116420218100		VISION SERVICES SPED					
0116420218100	20320	Professional Educational Services		$ -	-		
TOTAL				$ -	-		
0116420221100		SCHOOL IMPROVEMENT					
0116420221100	20111	Salary Certified					
0116420221100	20211	Health Ins. Certified		$ -			
0116420221100	20221	Soc. Sec. Certified		$ -			
0116420221100	20231	Retirement Certified		$ -			
0116420221100	20251	Tuition Reimbursement					
0116420221100	20261	Unemployment Certified					
0116420221100	20271	Worker's Comp. Certified		$ -			
0116420221100	20281	Cash in Lieu Certified					
0116420221100	20291	Life Insurance Certified					
0116420221100	20320	Professional Educational Services					
0116420221100	20330	Employee Training and Development Services					
0116420221100	20332	Mileage Paid to Parents					
0116420221100	20333	Mileage Paid to Staff					
0116420221100	20540	Advertising					

0116420221100	20610	General Supplies					
0116420221100	20733	Furniture and Fixtures					
0116420221100	20810	Dues and Fees					
TOTAL				$ -	-		
0116420222000		LIBRARY/MEDIA SERVICES					
0116420222000	20111	Salary Certified					
0116420222000	20112	Salary Classified		$ 14,881	15,488		
0116420222000	20113	Salary Substitute					
0116420222000	20211	Health Ins. Certified		$ -	-		
0116420222000	20212	Health Ins. Classified		$ 15,000	15,056		
0116420222000	20221	Soc. Sec. Certified		$ -	-		
0116420222000	20222	Soc. Sec. Classified		$ 1,138	1,185		
0116420222000	20223	Soc. Sec. Substitute		$ -	-		
0116420222000	20231	Retirement Certified		$ -	-		
0116420222000	20232	Retirement Classified					
0116420222000	20251	Tuition Reimbursement					
0116420222000	20261	Unemployment Certified					
0116420222000	20262	Unemployment Classified					
0116420222000	20271	Worker's Comp. Certified		$ -	-		
0116420222000	20272	Worker's Comp. Classified		$ 92	96		
0116420222000	20281	Cash in Lieu Certified					
0116420222000	20282	Cash in Lieu Classfied					
0116420222000	20291	Life Insurance Certified		$ 200			
0116420222000	20292	Life Insurance Classified		$ 2,500	46		
0116420222000	20610	General Supplies		$ 300	300		
0116420222000	20640	Books and Periodicals			2,500		
0116420222000	20642	Audio-Visual Materials		$ 300	300		
TOTAL				$ 34,412	34,971	1.6%	
0116420223000		TECHNOLOGY-INSTRUTION					
0116420223000	20642	Audio-Visual Materials		$ 300	300		
TOTAL				$ 300	300	0.0%	
0116420241000		OFFICE OF THE PRINCIPAL					
0116420241000	20110	Salary Classified		$ 22,481	22,478		
0116420241000	20111	Salary Certified		$ 82,200	85,900		
0116420241000	20210	Health Ins. Classified		$ 7,416	1,081		
0116420241000	20211	Health Ins. Certified		$ 13,797	20,372		
0116420241000	20220	Soc. Sec. Classified		$ 1,720	1,720		
0116420241000	20221	Soc. Sec. Certified		$ 6,288	6,571		
0116420241000	20230	Retirement Classified		$ 2,220	2,220		
0116420241000	20231	Retirement Certified		$ 8,119	8,484		
0116420241000	20251	Tuition Reimbursement					
0116420241000	20260	Unemployment Classified					
0116420241000	20261	Unemployment Certified					
0116420241000	20270	Worker's Comp. Classified		$ 139	139		
0116420241000	20271	Worker's Comp. Certified		$ 510	533		
0116420241000	20280	Cash in Lieu Classfied					
0116420241000	20281	Cash in Lieu Certified					
0116420241000	20290	Life Insurance Classified		$ 46	46		
0116420241000	20291	Life Insurance Certified		$ 280	280		
0116420241000	20333	Mileage Paid to Staff		$ 1,000	1,000		
0116420241000	20810	Dues and Fees		$ 650	650		
TOTAL				$ 146,866	151,475	3.1%	
0116420261000		OPERATIONS OF BUILDING					
0116420261000	20110	Salary Custodial/Maint.		$ 55,431	56,472		
0116420261000	20120	Salary Temp.					

0116420261000	20130	Overtime			5,000		
0116420261000	20210	Health Ins. Custodial/Maint.		$ 7,839	16,247		
0116420261000	20220	Soc. Sec. Custodial/Maint.		$ 4,241	4,320		
0116420261000	20230	Retirement Custodial/Main.		$ 5,475	5,578		
0116420261000	20260	Unemployment Custodial/Maint.					
0116420261000	20270	Worker's Comp. Custodial/Maint.		$ 344	350		
0116420261000	20280	Cash in Lieu Classfied					
0116420261000	20290	Life Insurance Custodial/Maint.		$ 46	94		
0116420261000	20340	Other Professional Services		$ 600	600		
0116420261000	20352	Other Technical Services		$ 180	180		
0116420261000	20530	Communications		$ 90	90		
0116420261000	20610	General Supplies		$ 5,400	5,400		
0116420261000	20621	Natural Gas		$ 12,000	12,000		
0116420261000	20622	Electricity		$ 49,500	49,500		
0116420261000	20629	Water and Sewer		$ 4,200	4,500		
0116420261000	20730	Equipment		$ 600	600		
TOTAL				$ 145,945	160,931	10.3%	
0116420262000		MAINTENANCE OF BUILDINGS					
0116420262000	20110	Salary Custodial/Maint.					
0116420262000	20120	Salary Temp.					
0116420262000	20130	Overtime					
0116420262000	20210	Health Ins. Custodial/Maint.		$ -	-		
0116420262000	20220	Soc. Sec. Custodial/Maint.		$ -	-		
0116420262000	20230	Retirement Custodial/Main.		$ -	-		
0116420262000	20270	Worker's Comp. Custodial/Maint.		$ -	-		
0116420262000	20280	Cash in Lieu Classfied					
0116420262000	20290	Life Insurance Custodial/Maint.					
0116420262000	20352	Other Technical Services		$ 4,800	4,800		
0116420262000	20430	Repairs and Maintenance Services		$ 14,920	14,920		
0116420262000	20520	Property Ins.		$ 7,800	7,800		
0116420262000	20530	Communications		$ 240	240		
0116420262000	20610	General Supplies		$ 60	60		
0116420262000	20730	Equipment		$ 180	180		
0116420262000	20733	Furniture and Fixtures					
0116420262000	20810	Dues and Fees					
TOTAL				$ 28,000	28,000	0.0%	
0116420266000		SECURITY					
0116420266000	20330	Professional Development		$ 60	60		
0116420266000	20340	School Resource Officer		$ 3,000	3,000		
0116420266000	20610	General Supplies		$ 540	540		
TOTAL				$ 3,600	3,600	0.0%	
0116420350000		OTHER STATE CATEGORICAL PROGRAMS Learning Community Grant					
0116420350000	20111	Salary Certified					
0116420350000	20211	Health Ins. Certified		$ -	-		
0116420350000	20221	Soc. Sec. Certified		$ -	-		
0116420350000	20231	Retirement Certified		$ -	-		
0116420350000	20261	Unemployment Certified					

0116420350000	20271	Worker's Comp. Certified					
0116420350000	20281	Cash in Lieu Certified					
0116420350000	20291	Life Insurance Certified					
TOTAL				$ -	-		
0116420353500		HAL					
0116420353500	20111	Salary Certified		$ 56,263	11,742		
0116420353500	20211	Health Ins. Certified		$ 10,181	2,820		
0116420353500	20221	Soc. Sec. Certified		$ 4,304	898		
0116420353500	20231	Retirement Certified		$ 5,557	1,160		
0116420353500	20251	Tuition Reimbursement					
0116420353500	20261	Unemployment Certified					
0116420353500	20271	Worker's Comp. Certified		$ 349	73		
0116420353500	20281	Cash in Lieu Certified					
0116420353500	20291	Life Insurance Certified		$ 46	10		
0116420353500	20333	Mileage Paid to Staff		$ 12	12		
0116420353500	20320	Professional Educational Services					
0116420353500	20610	General Supplies		$ 370	370		
TOTAL				$ 77,082	17,085	-77.8%	
0116420354000		STATE EARLY CHILDHOOD					
0116420354000	20111	Salary Certified					
0116420354000	20112	Salary Classified					
0116420354000	20113	Salary Substitute					
0116420354000	20211	Health Ins. Certified		$ -			
0116420354000	20212	Health Ins. Classified		$ -			
0116420354000	20221	Soc. Sec. Certified		$ -			
0116420354000	20222	Soc. Sec. Classified		$ -			
0116420354000	20223	Soc. Sec. Substitute					
0116420354000	20231	Retirement Certified					
0116420354000	20232	Retirement Classified					
0116420354000	20251	Tuition Reimbursement					
0116420354000	20261	Unemployment Certified					
0116420354000	20262	Unemployment Classified					
0116420354000	20271	Worker's Comp. Certified		$ -			
0116420354000	20272	Worker's Comp. Classified		$ -			
0116420354000	20281	Cash in Lieu Certified					
0116420354000	20282	Cash in Lieu Certified					
0116420354000	20291	Life Insurance Certified					
0116420354000	20292	Life Insurance Classified					
0116420354000	20333	Mileage Paid to Staff		$ 21	21		
TOTAL				$ 21	21	0.0%	
0116420620000		TITLE 1 PART A BASIC PROG					
0116420620000	20111	Salary Certified		$ 31,875	32,746		
0116420620000	20112	Salary Classified					
0116420620000	20113	Salary Substitute					
0116420620000	20211	Health Ins. Certified		$ 9,657	10,149		
0116420620000	20212	Health Ins. Classified		$ -	-		
0116420620000	20221	Soc. Sec. Certified		$ 2,438	2,505		
0116420620000	20222	Soc. Sec. Classified		$ -	-		
0116420620000	20223	Soc. Sec. Substitute		$ -	-		
0116420620000	20231	Retirement Certified		$ 3,148	3,234		
0116420620000	20232	Retirement Classified		$ -	-		
0116420620000	20251	Tuition Reimbursement					
0116420620000	20261	Unemployment Certified					
0116420620000	20262	Unemployment Classified					

0116420620000	20271	Worker's Comp. Certified		$ 198	203		
0116420620000	20272	Worker's Comp. Classified		$ -	-		
0116420620000	20281	Cash in Lieu Certified					
0116420620000	20282	Cash in Lieu Classified					
0116420620000	20291	Life Insurance Certified		$ 23	24		
0116420620000	20292	Life Insurance Classified					
0116420620000	20320	Professional Educational Services		$ 405	405		
0116420620000	20330	Employee Training and Development Services		$ 143	143		
0116420620000	20333	Mileage Paid to Staff		$ 54	54		
0116420620000	20590	Interagency Purchased Services					
0116420620000	20610	General Supplies		$ 1,157	1,157		
TOTAL				$ 49,098	50,620	3.1%	
0116420621000		TITLE 1 ACCOUNTABILITY					
0116420621000	20111	Salary Certified					
0116420621000	20211	Health Ins. Certified		$ -			
0116420621000	20221	Soc. Sec. Certified		$ -			
0116420621000	20231	Retirement Certified		$ -			
0116420621000	20251	Tuition Reimbursement					
0116420621000	20261	Unemployment Certified					
0116420621000	20271	Worker's Comp. Certified		$ -			
0116420621000	20281	Cash in Lieu Certified					
0116420621000	20291	Life Insurance Certified					
0116420621000	20320	Professional Educational Services		$ 3,579	3,579		
0116420621000	20330	Employee Training and Development Services					
0116420621000	20610	General Supplies		$ 868	868		
TOTAL				$ 4,448	4,448	0.0%	
0116420631000		TITLE 2 EFFECTIVE INSTR.					
0116420631000	20111	Salary Certified		$ 36,530	37,232		
0116420631000	20113	Salary Substitute					
0116420631000	20211	Health Ins. Certified		$ 14,856	7,835		
0116420631000	20221	Soc. Sec. Certified		$ 2,795	2,848		
0116420631000	20223	Soc. Sec. Classified		$ -	-		
0116420631000	20231	Retirement Certified		$ 3,608	3,677		
0116420631000	20251	Tuition Reimbursement					
0116420631000	20261	Unemployment Certified					
0116420631000	20271	Worker's Comp. Certified		$ 226	231		
0116420631000	20281	Cash in Lieu Certified					
0116420631000	20291	Life Insurance Certified		$ 46	46		
0116420631000	20320	Professional Educational Services		$ 427	4,372		
0116420631000	20330	Employee Training and Development Services		$ 34	34		
0116420631000	20610	General Supplies					
TOTAL				$ 58,521	56,276	-3.8%	
0116420640400		IDEA BIRTH THROUGH 4					
0116420640400	20111	Salary Certified		$ 100,599	70,162		
0116420640400	20112	Salary Classified					
0116420640400	20113	Salary Substitute					
0116420640400	20211	Health Ins. Certified		$ 362	253		
0116420640400	20212	Health Ins. Classified		$ -			
0116420640400	20221	Soc. Sec. Certified		$ 7,696	5,367		
0116420640400	20222	Soc. Sec. Classified		$ -	-		

0116420640400	20223	Soc. Sec. Substitute		$ -	-		
0116420640400	20231	Retirement Certified		$ 9,936	6,930		
0116420640400	20232	Retirement Classified					
0116420640400	20251	Tuition Reimbursement					
0116420640400	20261	Unemployment Certified					
0116420640400	20262	Unemployment Classified					
0116420640400	20271	Worker's Comp. Certified		$ 624	435		
0116420640400	20272	Worker's Comp. Classified		$ -	-		
0116420640400	20281	Cash in Lieu Certified		$ -	-		
0116420640400	20282	Cash in Lieu Classified					
0116420640400	20291	Life Insurance Certified		$ 46	46		
0116420640400	20292	Life Insurance Classified					
0116420640400	20333	Mileage Paid to Staff					
TOTAL				$ 119,263	83,193	-30.2%	
0116420640600		IDEA PRESCHOOL BASE					
0116420640600	20111	Salary Certified					
0116420640600	20112	Salary Classified					
0116420640600	20113	Salary Substitute					
0116420640600	20281	Health Ins. Certified		$ -			
0116420640600	20282	Health Ins. Classified		$ -			
0116420640600	20221	Soc. Sec. Certified		$ -			
0116420640600	20222	Soc. Sec. Classified		$ -			
0116420640600	20223	Soc. Sec. Substitute		$ -			
0116420640600	20231	Retirement Certified		$ -			
0116420640600	20232	Retirement Classified					
0116420640600	20251	Tuition Reimbursement					
0116420640600	20261	Unemployment Certified					
0116420640600	20262	Unemployment Classified					
0116420640600	20271	Worker's Comp. Certified		$ -			
0116420640600	20272	Worker's Comp. Classified		$ -			
0116420640600	20281	Cash in Lieu Certified					
0116420640600	20282	Cash in Lieu Classified					
0116420640600	20291	Life Insurance Certified					
0116420640600	20292	Life Insurance Certified					
TOTAL				$ -	-		
0116420641000		IDEA E/P					
0116420641000	20111	Salary Certified		$ -			
0116420641000	20112	Salary Classified		$ 10,957	11,287		
0116420641000	20113	Salary Substitute					
0116420641000	20132	Overtime					
0116420641000	20211	Health Ins. Certified		$ 19,084	19,084		
0116420641000	20212	Health Ins. Classified		$ 39	41		
0116420641000	20221	Soc. Sec. Certified		$ -	-		
0116420641000	20222	Soc. Sec. Classified		$ 838	863		
0116420641000	20223	Soc. Sec. Substitute		$ -	-		
0116420641000	20231	Retirement Certified		$ -	-		
0116420641000	20232	Retirement Classified		$ 1,082	1,115		
0116420641000	20251	Tuition Reimbursement					
0116420641000	20261	Unemployment Certified					
0116420641000	20262	Unemployment Classified					
0116420641000	20271	Worker's Comp. Certified		$ -	-		
0116420641000	20272	Worker's Comp. Classified		$ 68	70		
0116420641000	20281	Cash in Lieu Certified					
0116420641000	20282	Cash in Lieu Classified					
0116420641000	20291	Life Insurance Certified		$ 94	94		

0116420641000	20292	Life Insurance Classified		$ 46	46		
0116420641000	20320	Professional Educational Services		$ 9,470	9,470		
0116420641000	20610	General Supplies		$ 204	204		
TOTAL				$ 41,883	42,274	0.9%	
0116420641200		IDEA PART B PROPOR.					
0116420641200	20320	Professional Educational Services					
TOTAL				$ -	-		
0116420692500		TITLE 3 ENG. LANG. ACQ.					
0116420692500	20111	Salary Certified					
0116420692500	20112	Salary Classified					
0116420692500	20113	Salary Substitute					
0116420692500	20211	Health Ins. Certified		$ -	-		
0116420692500	20212	Health Ins. Classified		$ -	-		
0116420692500	20221	Soc. Sec. Certified		$ -	-		
0116420692500	20222	Soc. Sec. Classified		$ -	-		
0116420692500	20223	Soc. Sec. Substitute		$ -	-		
0116420692500	20231	Retirement Certified		$ -	-		
0116420692500	20232	Retirement Classified		$ -	-		
0116420692500	20251	Tuition Reimbursement					
0116420692500	20261	Unemployment Certified					
0116420692500	20262	Unemployment Classified					
0116420692500	20272	Worker's Comp. Certified		$ -	-		
0116420692500	20273	Worker's Comp. Classified		$ -	-		
0116420692500	20281	Cash in Lieu Certified					
0116420692500	20282	Cash in Lieu Classified					
0116420692500	20291	Life Insurance Certified					
0116420692500	20292	Life Insurance Classified					
0116420692500	20320	Professional Educational Services		$ 246	246		
0116420692500	20330	Employee Training and Development Services		$ 43	43		
0116420692500	20610	General Supplies		$ 2,256	2,256		
TOTAL				$ 2,545	2,545	0.0%	
0616320310000		FOOD SERVICE					
0616420310000	20110	Salary Food Service		$ 47,415	30,923		
0616420310000	20130	Overtime					
0616420310000	20210	Health Ins. Food Service		$ 171	111		
0616420310000	20220	Soc. Sec. Food Service		$ 3,627	2,366		
0616420310000	20230	Retirement Food Service		$ 4,683	3,054		
0616420310000	20260	Unemployment Food Service					
0616420310000	20270	Worker's Comp. Food Service		$ 294	192		
0616420310000	20280	Cash in Lieu Classfied					
0616420310000	20290	Life Insurance Food Service		$ 92	92		
0616420310000	20333	Mileage Paid to Staff					
0616420310000	20340	Other Professional Services		$ 73,980	73,980		
0616420310000	20530	Communications		$ 66	66		
0616420310000	20610	General Supplies		$ 671	671		
0616420310000	20733	Furniture and Fixtures		$ 848	848		
TOTAL				$ 131,848	112,303	-14.8%	
Title IV Student Support and Academic Enrichment							
0116420696900	20111	Salary Certified					

0116420696900	20112	Salary Classified					
0116420696900	20113	Salary Substitute					
0116420696900	20211	Health Ins. Certified		$ -	-		
0116420696900	20212	Health Ins. Classified		$ -	-		
0116420696900	20221	Soc. Sec. Certified		$ -	-		
0116420696900	20222	Soc. Sec. Classified		$ -	-		
0116420696900	20223	Soc. Sec. Substitute		$ -	-		
0116420696900	20231	Retirement Certified		$ -	-		
0116420696900	20232	Retirement Classified					
0116420696900	20251	Tuition Reimbursement					
0116420696900	20261	Unemployment Certified					
0116420696900	20262	Unemployment Classified					
0116420696900	20272	Worker's Comp. Certified		$ -	-		
0116420696900	20273	Worker's Comp. Classified		$ -	-		
0116420696900	20281	Cash in Lieu Certified					
0116420696900	20282	Cash in Lieu Classified					
0116420696900	20291	Life Insurance Certified					
0116420696900	20292	Life Insurance Classified					
0116420696900	20320	Professional Educational Services					
0116420696900	20330	Employee Training and Development Services					
0116420696900	20610	General Supplies					
TOTAL				$ -	-		
CATEGORICAL RECEIPTS McKinney-							
0116420699000	20111	Salary Certified					
0116420699000	20211	Health Ins. Certified		$ -	-		
0116420699000	20221	Soc. Sec. Certified		$ -	-		
0116420699000	20231	Retirement Certified		$ -	-		
0116420699000	20261	Unemployment Certified					
0116420699000	20271	Worker's Comp. Certified		$ -	-		
0116420699000	20281	Cash in Lieu Certified					
0116420699000	20291	Life Insurance Certified					
Total							

		Totals		
Regular Education		975555	893563	
SPED		553730	528540	Flex Funding
Pupil Services		107227	121413	
Staff Services		34712	35271	
General Admin.		0	0	
School Admin		146866	151475	
Fiscal		0	0	
Operations		145945	160931	
Maintenance		28000	28000	
Transportation		0	0	
Early Childhood		21	21	
Title		114612	113888	
IDEA		161146	125467	
BOE		0	0	
TOTAL		1992035	1919192	

MEADOWS ELEMENTARY

org code	account code		Amount					
0116620110000		REGULAR EDUCATION						
0116620110000	20111	Salary Certified	$ 475,261	$ 539,063			Regular Education	
0116620110000	20112	Salary Classified	$ 11,541	$ 21,850			SPED	
0116620110000	20113	Salary Substitute	$ 28,500	$ 15,000			Pupil Services	
0116620110000	20151	Unit Pay	$ 7,500	$ 11,755			Staff Services	
0116620110000	20152	Unit Pay Classified					General Admin.	
0116620110000	20211	Health Ins. Certified	$ 91,254	$ 129,828			School Admin	
0116620110000	20212	Health Ins. Classified	$ 42	$ 79			Fiscal	
0116620110000	20221	Soc. Sec. Certified	$ 36,357	$ 41,238			Operations	
0116620110000	20222	Soc. Sec. Classified	$ 883	$ 1,672			Maintenance	
0116620110000	20223	Soc. Sec. Substitute	$ 2,180	$ 1,148			Transportation	
0116620110000	20231	Retirement Certified	$ 46,942	$ 53,243			Early Childhood	
0116620110000	20232	Retirement Classified	$ 1,140	$ 2,158			Title	
0116620110000	20251	Tuition Reimbursement					IDEA	
0116620110000	20261	Unemployment Certified					BOE	
0116620110000	20262	Unemployment Classified						
0116620110000	20271	Worker's Comp. Certified	$ 2,947	$ 3,342			TOTAL	
0116620110000	20272	Worker's Comp. Classified	$ 72	$ 135				
0116620110000	20281	Cash in Lieu certified	$ 2,449	$ 1,500				
0116620110000	20282	Cash in lieu classfied						
0116620110000	20291	Life Insurance Certified	$ 395	$ 459				
0116620110000	20292	Life Insurance Classified	$ 46	$ 94				
0116620110000	20330	Employee Training and Development Services	$ 2,000	$ 2,000				
0116620110000	20333	Mileage Paid to Staff	$ 285	$ 285				
0116620110000	20340	Other Professional Services(Outdoor Ed.)	$ 6,508	$ 6,508				
0116620110000	20531	Postage	$ 500	$ 500				
0116620110000	20610	General Supplies	$ 12,300	$ 14,700	paper			
0116620110000	20640	Books and Periodicals	-	$ 500				
0116620110000	20650	Supplies - Technology Related	$ 500	$ 500				
0116620110000	20733	Furniture and Fixtures	$ 1,000	$ 1,000				
0116620110000	20734	Technology-Related Hardware	$ 1,000	$ 1,000				
0116620110000	20810	Dues and Fees	$ -	$ -				
0116620110001	20330	Employee Train	$ 1,900	$ 1,900				
0116620110001	20610	Curricular Supplies		$ 1,900				
0116620110001	20640	Books and Periodicals	$ 23,750	$ 25,650				
0116620110001	20734	Hardware Technology Related	$ 23,750	$ 23,750				
0116620110050	20610	Sci. Supplies	$ 300	$ 300				
0116620110068	20610	PE Supplies	$ 900	$ 900				
0116620110090	20610	Art Supplies	$ 1,500	$ 1,500				
0116620110093	20610	Vocal Music Supplies	$ 300	$ 300				
0116620110094	20610	Band Supplies	$ 2,300	$ 2,300				
TOTAL			$ 786,301	$ 908,056	15.5%			
0116620112500		FLEX FUNDING						
0116620112500	20111	Salary Certified						

0116620112500	20112	Salary Classified							
0116620112500	20211	Health Ins. Certified		$ -	$ -				
0116620112500	20221	Soc. Sec. Certified		$ -	$ -				
0116620112500	20231	Retirement Certified		$ -	$ -				
0116620112500	20261	Unemployment Certified							
0116620112500	20271	Worker's Comp. Certified		$ -	$ -				
0116620112500	20281	Cash in Lieu certified							
0116620112500	20291	Life Insurance Certified							
0116620112500	20610	General Supplies							
TOTAL				$ -	$ -				
0116620115000		LEP							
0116620115000	20111	Salary Certified		$ 47,770	$ 50,120				
0116620115000	20112	Salary Classified							
0116620115000	20113	Salary Substitute		$ 1,632					
0116620115000	20211	Health Ins. Certified		$ 172	$ 20,243				
0116620115000	20212	Health Ins. Classified		$ -					
0116620115000	20221	Soc. Sec. Certified		$ 3,654	$ 3,834				
0116620115000	20222	Soc. Sec. Classified		$ -	$ -				
0116620115000	20223	Soc. Sec. Substitute		$ 125	$ -				
0116620115000	20231	Retirement Certified		$ 4,718	$ 4,950				
0116620115000	20232	Retirement Classified		$ -	$ -				
0116620115000	20251	Tuition Reimbursement							
0116620115000	20261	Unemployment Certified							
0116620115000	20262	Unemployment Classified							
0116620115000	20271	Worker's Comp. Certified		$ 296	$ 311				
0116620115000	20272	Worker's Comp. Classified		$ -	$ -				
0116620115000	20281	Cash in Lieu certified							
0116620115000	20282	Cash in lieu classfied							
0116620115000	20291	Life Insurance Certified		$ 46	$ 46				
0116620115000	20292	Life Insurance Classified							
0116620115000	20320	Professional Educational Services							
0116620115000	20330	Employee Training and Development Services							
0116620115000	20333	Mileage Paid to Staff							
0116620115000	20610	General Supplies		$ 6,650	$ 6,650				
0116620115000	20640	Books and Periodicals							
0116620115000	20650	Supplies - Technology Related							
0116620115000	20734	Technology-Related Hardware							
TOTAL				$ 65,064	$ 86,155	32.4%			
0116620116000		POVERTY							
0116620116000	20111	Salary Certified		$ 467,866	$ 490,358				
0116620116000	20112	Salary Classified							
0116620116000	20113	Salary Substitute		$ 8,550	$ 14,000				
0116620116000	20211	Health Ins. Certified		$ -	$ -				
0116620116000	20212	Health Ins. Classified		$ 122,429	$ 122,429				
0116620116000	20221	Soc. Sec. Certified		$ 35,792	$ 37,512				
0116620116000	20222	Soc. Sec. Classified		$ -	$ -				
0116620116000	20223	Soc. Sec. Substitute		$ 654	$ 1,071				

0116620116000	20231	Retirement Certified		$ 46,211	$ 48,433				
0116620116000	20232	Retirement Classified		$ -	$ -				
0116620116000	20251	Tuition Reimbursement							
0116620116000	20261	Unemployment Certified							
0116620116000	20262	Unemployment Classified							
0116620116000	20271	Worker's Comp. Certified		$ 2,901	$ 3,040				
0116620116000	20272	Worker's Comp. Classified		$ -	$ -				
0116620116000	20281	Cash in Lieu certified		$ 1,000	$ 1,000				
0116620116000	20282	Cash in lieu classfied							
0116620116000	20291	Life Insurance Certified		$ 374	$ 374				
0116620116000	20292	Life Insurance Classified							
0116620116000	20610	General Supplies		$ 95	$ 95				
0116620116000	20640	Books and Periodicals							
TOTAL				$ 685,872	$ 718,312	4.7%			
0116620120000		SPED SCHOOL AGE							
0116620120000	20111	Salary Certified		$ 110,995	$ 115,992				
0116620120000	20112	Salary Classified		$ 36,989	$ 38,003				
0116620120000	20113	Salary Substitute		$ 3,420	$ 3,600				
0116620120000	20211	Health Ins. Certified		$ 7,735	$ 8,079				
0116620120000	20212	Health Ins. Classified		$ 133	$ 137				
0116620120000	20221	Soc. Sec. Certified		$ 8,491	$ 8,873				
0116620120000	20222	Soc. Sec. Classified		$ 2,830	$ 2,907				
0116620120000	20223	Soc. Sec. Substitute		$ 262	$ 275				
0116620120000	20231	Retirement Certified		$ 10,963	$ 11,457				
0116620120000	20232	Retirement Classified		$ 3,653	$ 3,754				
0116620120000	20251	Tuition Reimbursement							
0116620120000	20261	Unemployment Certified							
0116620120000	20262	Unemployment Classified							
0116620120000	20271	Worker's Comp. Certified		$ 688	$ 719				
0116620120000	20272	Worker's Comp. Classified		$ 229	$ 236				
0116620120000	20281	Cash in Lieu Certified		$ 1,000	$ 1,000				
0116620120000	20282	Cash in Lieu Classfied							
0116620120000	20291	Life Insurance Certified		$ 93	$ 93				
0116620120000	20292	Life Insurance Classified		$ 46	$ 141				
0116620120000	20320	Professional Educational Services		$ 7,200	$ 7,200				
0116620120000	20330	Employee Training and Development Services							
0116620120000	20333	Mileage Paid to Staff							
0116620120000	20563	Tuition to Private Schools							
0116620120000	20569	Tuition - Other		$ 86,400	$ 86,400				
0116620120000	20610	General Supplies		$ 932	$ 932				
0116620120000	20640	Books and Periodicals							
0116620120000	20733	Furniture and Fixtures							
0116620120000	20734	Technology-Related Hardware							
TOTAL				$ 282,060	$ 289,797	2.7%			
0116620129100		SPED 3-5							

0116620129100	20111	Salary Certified							
0116620129100	20112	Salary Classified							
0116620129100	20113	Salary Substitute							
0116620129100	20211	Health Ins. Certified		$ -	$ -				
0116620129100	20212	Health Ins. Classified		$ -	$ -				
0116620129100	20221	Soc. Sec. Certified		$ -	$ -				
0116620129100	20222	Soc. Sec. Classified		$ -	$ -				
0116620129100	20223	Soc. Sec. Substitute		$ -	$ -				
0116620129100	20231	Retirement Certified		$ -	$ -				
0116620129100	20232	Retirement Classified		$ -	$ -				
0116620129100	20251	Tuition Reimbursement							
0116620129100	20261	Unemployment Certified							
0116620129100	20262	Unemployment Classified							
0116620129100	20271	Worker's Comp. Certified		$ -	$ -				
0116620129100	20272	Worker's Comp. Classified		$ -	$ -				
0116620129100	20281	Cash in Lieu Certified							
0116620129100	20282	Cash in Lieu Classfied							
0116620129100	20291	Life Insurance Certified							
0116620129100	20292	Life Insurance Classified							
0116620129100	20320	Professional Educational Services							
0116620129100	20330	Employee Training and Development Services							
0116620129100	20561	Tuition to Other School Districts Within the State							
0116620129100	20610	General Supplies							
0116620129100	20630	Food		$ 2,415	$ 2,415				
TOTAL				$ 2,415	$ 2,415	0.0%			
0116620129200		SPED BIRTH TO 2							
0116620129200	20111	Salary Certified							
0116620129200	20112	Salary Classified							
0116620129200	20211	Health Ins. Certified		$ -	$ -				
0116620129200	20212	Health Ins. Classified		$ -	$ -				
0116620129200	20221	Soc. Sec. Certified		$ -	$ -				
0116620129200	20222	Soc. Sec. Classified		$ -	$ -				
0116620129200	20231	Retirement Certified		$ -	$ -				
0116620129200	20232	Retirement Classified		$ -	$ -				
0116620129200	20251	Tuition Reimbursement							
0116620129200	20261	Unemployment Certified							
0116620129200	20262	Unemployment Classified							
0116620129200	20271	Worker's Comp. Certified		$ -	$ -				
0116620129200	20272	Worker's Comp. Classified		$ -	$ -				
0116620129200	20281	Cash in Lieu Certified							
0116620129200	20282	Cash in Lieu Classfied							
0116620129200	20291	Life Insurance Certified							
0116620129200	20292	Life Insurance Classified							
0116620129200	20320	Professional Educational Services							

0116620129200	20330	Employee Training and Development Services							
0116620129200	20333	Mileage Paid to Staff							
	20610	General Supplies							
0116620129200	20734	Technology-Related Hardware							
0116620129200	20735	Technology Software							
TOTAL				$ -	$ -				
0116620130000		SUMMER SCHOOL							
0116620130000	20111	Salary Certified							
0116620130000	20112	Salary Classified							
0116620130000	20211	Health Ins. Certified		$ -	$ -				
0116620130000	20212	Health Ins. Classified		$ -	$ -				
0116620130000	20221	Soc. Sec. Certified		$ -	$ -				
0116620130000	20222	Soc. Sec. Classified		$ -	$ -				
0116620130000	20231	Retirement Certified		$ -	$ -				
0116620130000	20232	Retirement Classified		$ -	$ -				
0116620130000	20271	Worker's Comp. Certified		$ -	$ -				
0116620130000	20272	Worker's Comp. Classified		$ -	$ -				
0116620130000	20281	Cash in Lieu Certified							
0116620130000	20282	Cash in Lieu Classfied							
0116620130000	20291	Life Insurance Certified							
0116620130000	20292	Life Insurance Classified							
0116620130000	20610	General Supplies							
0116620130000	20630	Food							
0116620130000	20640	Books and Periodicals							
TOTAL				$ -	$ -				
0116620211000		SOCIAL WORK/ATTENDANCE							
0116620211000	20111	Salary Certified		$ 8,844	$ 9,096				
0116620211000	20211	Health Ins. Certified		$ 32	$ 2,540				
0116620211000	20221	Soc. Sec. Certified		$ 677	$ 696				
0116620211000	20231	Retirement Certified		$ 874	$ 898				
0116620211000	20251	Tuition Reimbursement							
0116620211000	20261	Unemployment Certified							
0116620211000	20271	Worker's Comp. Certified		$ 55	$ 56				
0116620211000	20281	Cash in Lieu Certified							
0116620211000	20291	Life Insurance Certified			$ 19				
0116620211000	20320	Professional Educational Services		$ 30	$ 30				
0116620211000	20333	Mileage Paid to Staff		$ 42	$ 42				
0116620211000	20610	General Supplies		$ 24	$ 24				
TOTAL				$ 10,577	$ 13,401	26.7%			
0116620212000		GUIDANCE SERVICES							
0116620212000	20111	Salary Certified		$ 19,951	$ 21,623				
0116620212000	20211	Health Ins. Certified		$ 7,705	$ 8,103				
0116620212000	20221	Soc. Sec. Certified		$ 1,526	$ 1,654				
0116620212000	20231	Retirement Certified		$ 1,971	$ 2,136				
0116620212000	20261	Unemployment Certified							
0116620212000	20271	Worker's Comp. Certified		$ 124	$ 134				
0116620212000	20281	Cash in Lieu Certified							
0116620212000	20291	Life Insurance Certified		$ 19	$ 19				

0116620212000	20320	Professional Educational Services	$ 48	$ 3,700					
0116620212000	20333	Mileage Paid to Staff	$ 67	$ 67					
0116620212000	20610	General Supplies	$ 38	$ 38					
TOTAL			$ 31,449	$ 37,474	19.2%				
0116620213000		HEALTH SERVICES							
0116620213000	20111	Salary Certified	$ 13,320	$ 14,027					
0116620213000	20112	Salary Classified	$ 16,648	$ 17,519					
0116620213000	20211	Health Ins. Certified	$ 48	$ 2,749					
0116620213000	20212	Health Ins. Classified							
0116620213000	20221	Soc. Sec. Certified	$ 1,019	$ 1,073					
0116620213000	20222	Soc. Sec. Classified	$ 1,274	$ 1,340					
0116620213000	20231	Retirement Certified	$ 1,316	$ 1,385					
0116620213000	20232	Retirement Classified	$ 1,644	$ 1,730					
0116620213000	20251	Tuition Reimbursement							
0116620213000	20261	Unemployment Certified							
0116620213000	20262	Unemployment Classified							
0116620213000	20271	Worker's Comp. Certified	$ 83	$ 87					
0116620213000	20272	Worker's Comp. Classified	$ 103	$ 109					
0116620213000	20281	Cash in Lieu Certified							
0116620213000	20282	Cash in Lieu Classfied							
0116620213000	20291	Life Insurance Certified		$ 6					
0116620213000	20292	Life Insurance Classified	$ 46	$ 46					
0116620213000	20330	Employee Training and Development Services	$ 115	$ 115					
0116620213000	20333	Mileage Paid to Staff	$ 67	$ 67					
0116620213000	20610	General Supplies	$ 550	$ 550					
TOTAL			$ 36,232	$ 40,804	12.6%				
0116620214100		PSYCH SERVICES SCHOOL AGE							
0116620214100	20111	Salary Certified	$ 33,720	$ 35,272					
0116620214100	20211	Health Ins. Certified	$ 121	$ 8,461					
0116620214100	20221	Soc. Sec. Certified	$ 2,580	$ 2,698					
0116620214100	20231	Retirement Certified	$ 3,331	$ 3,484					
0116620214100	20251	Tuition Reimbursement							
0116620214100	20261	Unemployment Certified							
0116620214100	20271	Worker's Comp. Certified	$ 209	$ 219					
0116620214100	20281	Cash in Lieu Certified							
0116620214100	20291	Life Insurance Certified		$ 29					
0116620214100	20330	Employee Training and Development Services	$ 72	$ 72					
0116620214100	20333	Mileage Paid to Staff	$ 48	$ 48					
0116620214100	20610	General Supplies	$ 528	$ 528					
TOTAL			$ 6,889	$ 15,539	125.6%				
0116620215000		SPEECH PATHOLOGY							
0116620215000	20111	Salary Certified		$ 43,130					
0116620215000	20211	Health Ins. Certified	$ -	$ 155					
0116620215000	20221	Soc. Sec. Certified	$ -	$ 3,299					
0116620215000	20231	Retirement Certified	$ -	$ 4,260					
0116620215000	20251	Tuition Reimbursement							
0116620215000	20261	Unemployment Certified							

0116620215000	20271	Worker's Comp. Certified	$ -	$ 267					
0116620215000	20281	Cash in Lieu Certified							
0116620215000	20291	Life Insurance Certified		$ 23					
0116620215000	20333	Mileage Paid to Staff							
0116620215000	20340	Other Professional Services	$ 3,072	$ 3,072					
0116620215000	20610	General Supplies	$ 106	$ 106					
TOTAL			$ 3,178	$ 54,313	1609.2%				
0116620215100		SPEECH/AUD SCHOOL AGE							
0116620215100	20111	Salary Certified	$ 32,490						
0116620215100	20112	Salary Classified							
0116620215100	20113	Salary Substitute							
0116620215100	20132	Overtime							
0116620215100	20211	Health Ins. Certified	$ 117						
0116620215100	20221	Soc. Sec. Certified	$ 2,485	$ -					
0116620215100	20222	Soc. Sec. Classified	$ -	$ -					
0116620215100	20223	Soc. Sec. Substitute	$ -	$ -					
0116620215100	20231	Retirement Certified	$ 3,209	$ -					
0116620215100	20232	Retirement Classified	$ -	$ -					
0116620215100	20251	Tuition Reimbursement							
0116620215100	20261	Unemployment Certified							
0116620215100	20262	Unemployment Classified							
0116620215100	20271	Worker's Comp. Certified	$ 201	$ -					
0116620215100	20272	Worker's Comp. Classified	$ -	$ -					
0116620215100	20281	Cash in Lieu Certified							
0116620215100	20282	Cash in Lieu Classfied							
0116620215100	20291	Life Insurance Certified							
0116620215100	20292	Life Insurance Classified							
0116620215100	20320	Professional Educational Services							
0116620215100	20330	Employee Training and Development Services							
0116620215100	20333	Mileage Paid to Staff							
TOTAL			$ 38,503	$ -	-100.0%				
0116620218100		VISION SERVICES SPED							
0116620218100	20320	Professional Educational Services	$ -	$ -					
TOTAL			$ -	$ -					
0116620221100		SCHOOL IMPROVEMENT							
0116620221100	20111	Salary Certified							
0116620221100	20211	Health Ins. Certified	$ -						
0116620221100	20221	Soc. Sec. Certified	$ -						
0116620221100	20231	Retirement Certified	$ -						
0116620221100	20251	Tuition Reimbursement							
0116620221100	20261	Unemployment Certified							
0116620221100	20271	Worker's Comp. Certified	$ -						
0116620221100	20281	Cash in Lieu Certified							
0116620221100	20291	Life Insurance Certified							
0116620221100	20320	Professional Educational Services							

0116620221100	20330	Employee Training and Development Services							
0116620221100	20332	Mileage Paid to Parents							
0116620221100	20333	Mileage Paid to Staff							
0116620221100	20540	Advertising							
0116620221100	20610	General Supplies							
0116620221100	20733	Furniture and Fixtures							
0116620221100	20810	Dues and Fees							
TOTAL				$ -	$ -				
0116620222000		LIBRARY/MEDIA SERVICES							
0116620222000	20111	Salary Certified		$ 18,265	$ 19,332				
0116620222000	20112	Salary Classified		$ 14,741	$ 15,102				
0116620222000	20113	Salary Substitute							
0116620222000	20211	Health Ins. Certified		$ 7,566	$ 7,570				
0116620222000	20212	Health Ins. Classified		$ 7,553	$ 4,554				
0116620222000	20221	Soc. Sec. Certified		$ 1,397	$ 1,479				
0116620222000	20222	Soc. Sec. Classified		$ 1,128	$ 1,155				
0116620222000	20223	Soc. Sec. Substitute		$ -	$ -				
0116620222000	20222	Retirement Certified		$ 1,804	$ 1,909				
0116620222000	20232	Retirement Classified		$ 1,456	$ 1,492				
0116620222000	20251	Tuition Reimbursement							
0116620222000	20261	Unemployment Certified							
0116620222000	20262	Unemployment Classified							
0116620222000	20271	Worker's Comp. Certified		$ 113	$ 120				
0116620222000	20272	Worker's Comp. Classified		$ 91	$ 94				
0116620222000	20281	Cash in Lieu Certified			$ 500				
0116620222000	20282	Cash in Lieu Classfied							
0116620222000	20291	Life Insurance Certified			$ 24				
0116620222000	20292	Life Insurance Classified			$ 47				
0116620222000	20610	General Supplies		$ 100	$ 100				
0116620222000	20640	Books and Periodicals		$ 3,500	$ 3,500				
0116620222000	20642	Audio-Visual Materials		$ 100	$ 100				
TOTAL				$ 57,814	$ 57,078	-1.3%			
0116620223000		TECHNOLOGY-INSTRUTION							
0116620223000	20642	Audio-Visual Materials							
TOTAL				$ -					
0116620241000		OFFICE OF THE PRINCIPAL							
0116620241000	20110	Salary Classified		$ 22,153	$ 22,579				
0116620241000	20111	Salary Certified		$ 95,327	$ 98,187				
0116620241000	20210	Health Ins. Classified		$ 7,415	$ 5,550				
0116620241000	20211	Health Ins. Certified		$ 7,678	$ 8,054				
0116620241000	20220	Soc. Sec. Classified		$ 1,695	$ 1,727				
0116620241000	20221	Soc. Sec. Certified		$ 7,293	$ 7,511				
0116620241000	20230	Retirement Classified		$ 2,188	$ 2,230				
0116620241000	20231	Retirement Certified		$ 9,415	$ 9,698				
0116620241000	20251	Tuition Reimbursement							
0116620241000	20260	Unemployment Classified							
0116620241000	20261	Unemployment Certified							
0116620241000	20270	Worker's Comp. Classified		$ 137	$ 140				

0116620241000	20271	Worker's Comp. Certified		$ 591	$ 609				
0116620241000	20280	Cash in Lieu Classfied							
0116620241000	20281	Cash in Lieu Certified							
0116620241000	20290	Life Insurance Classified		$ 46	$ 46				
0116620241000	20291	Life Insurance Certified		$ 167	$ 180				
0116620241000	20333	Mileage Paid to Staff		$ 1,000	$ 1,000				
0116620241000	20810	Dues and Fees		$ 650	$ 650				
TOTAL				$ 155,756	$ 158,162	1.5%			
0116620261000		OPERATIONS OF BUILDING							
0116620261000	20110	Salary Custodial/Maint.		$ 57,480	$ 59,032				
0116620261000	20120	Salary Temp.							
0116620261000	20130	Overtime							
0116620261000	20210	Health Ins. Custodial/Maint.		$ 20,994	$ 21,207				
0116620261000	20220	Soc. Sec. Custodial/Maint.		$ 4,397	$ 4,516				
0116620261000	20230	Retirement Custodial/Main.		$ 5,677	$ 5,831				
0116620261000	20260	Unemployment Custodial/Maint.							
0116620261000	20270	Worker's Comp. Custodial/Maint.		$ 356	$ 366				
0116620261000	20280	Cash in Lieu Classfied							
0116620261000	20290	Life Insurance Custodial/Maint.		$ 93	$ 93				
0116620261000	20340	Other Professional Services		$ 960	$ 960				
0116620261000	20352	Other Technical Services		$ 288	$ 288				
0116620261000	20530	Communications		$ 144	$ 144				
0116620261000	20610	General Supplies		$ 8,640	$ 8,640				
0116620261000	20621	Natural Gas		$ 19,200	$ 19,200				
0116620261000	20622	Electricity		$ 79,200	$ 79,200				
0116620261000	20629	Other (water)		$ 6,720	$ 7,190				
0116620261000	20730	Equipment		$ 960	$ 960				
TOTAL				$ 205,110	$ 207,626	1.2%			
0116620262000		MAINTENANCE OF BUILDINGS							
0116620262000	20110	Salary Custodial/Maint.							
0116620262000	20120	Salary Temp.							
0116620262000	20130	Overtime							
0116620262000	20210	Health Ins. Custodial/Maint.		$ -					
0116620262000	20220	Soc. Sec. Custodial/Maint.		$ -					
0116620262000	20230	Retirement Custodial/Main.		$ -					
0116620262000	20270	Worker's Comp. Custodial/Maint.		$ -					
0116620262000	20280	Cash in Lieu Classfied							
0116620262000	20290	Life Insurance Custodial/Maint.							
0116620262000	20352	Other Technical Services		$ 7,680	$ 7,680				
0116620262000	20430	Repairs and Maintenance Services		$ 18,972	$ 18,972				
0116620262000	20530	Communications		$ 362	$ 362				
0116620262000	20520	Property Ins.		$ 12,480	$ 12,480				

0116620262000	20610	General Supplies		$ 96	$ 96				
0116620262000	20730	Equipment		$ 272	$ 272				
0116620262000	20733	Furniture and Fixtures							
0116620262000	20810	Dues and Fees							
TOTAL				$ 39,862	$ 39,862	0.0%			
0116620266000		SECURITY							
0116620266000	20330	Professional Development		$ 96	$ 96				
0116620266000	20340	School Resource Officer		$ 4,800	$ 4,800				
0116620266000	20610	General Supplies		$ 864	$ 864				
TOTAL				$ 5,760	$ 5,760	0.0%			
0116620350000		OTHER STATE CATEGORICAL PROGRAMS Learning Community Grant							
0116620350000	20111	Salary Certified							
0116620350000	20211	Health Ins. Certified		$ -					
0116620350000	20221	Soc. Sec. Certified		$ -					
0116620350000	20231	Retirement Certified		$ -					
0116620350000	20261	Unemployment Certified							
0116620350000	20271	Worker's Comp. Certified		$ -					
0116620350000	20281	Cash in Lieu Certified							
0116620350000	20291	Life Insurance Certified							
TOTAL				$ -	$ -				
0116620353500		HAL							
0116620353500	20111	Salary Certified		$ 22,480	$ 23,482				
0116620353500	20211	Health Ins. Certified		$ 5,367	$ 5,641				
0116620353500	20221	Soc. Sec. Certified		$ 1,720	$ 1,796				
0116620353500	20231	Retirement Certified		$ 2,220	$ 2,319				
0116620353500	20251	Tuition Reimbursement							
0116620353500	20261	Unemployment Certified							
0116620353500	20271	Worker's Comp. Certified		$ 139	$ 146				
0116620353500	20281	Cash in Lieu Certified							
0116620353500	20291	Life Insurance Certified		$ 18	$ 18				
0116620353500	20333	Mileage Paid to Staff		$ 19	$ 19				
0116620353500	20320	Professional Educational Services							
0116620353500	20610	General Supplies		$ 442	$ 442				
TOTAL				$ 31,964	$ 33,421	4.6%			
0116620354000		STATE EARLY CHILDHOOD							
0116620354000	20111	Salary Certified							
0116620354000	20112	Salary Classified							
0116620354000	20113	Salary Substitute							
0116620354000	20211	Health Ins. Certified		$ -					
0116620354000	20212	Health Ins. Classified		$ -					
0116620354000	20221	Soc. Sec. Certified		$ -					
0116620354000	20222	Soc. Sec. Classified		$ -					
0116620354000	20223	Soc. Sec. Substitute		$ -					
0116620354000	20231	Retirement Certified		$ -					
0116620354000	20232	Retirement Classified		$ -					
0116620354000	20251	Tuition Reimbursement							
0116620354000	20261	Unemployment Certified							
0116620354000	20262	Unemployment Classified							

0116620354000	20271	Worker's Comp. Certified	$ -						
0116620354000	20272	Worker's Comp. Classified	$ -						
0116620354000	20281	Cash in Lieu Certified							
0116620354000	20282	Cash in Lieu Certified							
0116620354000	20291	Life Insurance Certified							
0116620354000	20292	Life Insurance Classified							
0116620354000	20333	Mileage Paid to Staff							
TOTAL			$ -	$ -					
0116620620000		TITLE 1 PART A BASIC PROG							
0116620620000	20111	Salary Certified	$ 38,427	$ 34,010					
0116620620000	20112	Salary Classified	$ 23,083	$ 24,114					
0116620620000	20113	Salary Substitute		$ 1,000					
0116620620000	20211	Health Ins. Certified	$ 19,222	$ 10,153					
0116620620000	20212	Health Ins. Classified	$ 83	$ 87					
0116620620000	20221	Soc. Sec. Certified	$ 2,940	$ 2,602					
0116620620000	20222	Soc. Sec. Classified	$ 1,766	$ 1,845					
0116620620000	20223	Soc. Sec. Substitute	$ -	$ 77					
0116620620000	20231	Retirement Certified	$ 3,795	$ 3,359					
0116620620000	20232	Retirement Classified	$ 2,280	$ 2,382					
0116620620000	20251	Tuition Reimbursement							
0116620620000	20261	Unemployment Certified							
0116620620000	20262	Unemployment Classified							
0116620620000	20271	Worker's Comp. Certified	$ 238	$ 211					
0116620620000	20272	Worker's Comp. Classified	$ 143	$ 150					
0116620620000	20281	Cash in Lieu Certified	$ 199						
0116620620000	20282	Cash in Lieu Classified							
0116620620000	20291	Life Insurance Certified	$ 56	$ 23					
0116620620000	20292	Life Insurance Classified	$ 140	$ 94					
0116620620000	20320	Professional Educational Services	$ 649	$ 649					
0116620620000	20330	Employee Training and Development Services	$ 229	$ 229					
0116620620000	20333	Mileage Paid to Staff	$ 86	$ 86					
0116620620000	20590	Interagency Purchased Services							
0116620620000	20610	General Supplies	$ 1,851	$ 1,851					
TOTAL			$ 95,187	$ 82,920	-12.9%				
0116620621000		TITLE 1 ACCOUNTABILITY							
0116620621000	20111	Salary Certified							
0116620621000	20211	Health Ins. Certified	$ -	$ -					
0116620621000	20221	Soc. Sec. Certified	$ -	$ -					
0116620621000	20231	Retirement Certified	$ -	$ -					
0116620621000	20251	Tuition Reimbursement							
0116620621000	20261	Unemployment Certified							
0116620621000	20271	Worker's Comp. Certified	$ -	$ -					
0116620621000	20281	Cash in Lieu Certified							
0116620621000	20291	Life Insurance Certified							
0116620621000	20320	Professional Educational Services	$ 6,801	$ 6,801					

0116620621000	20330	Employee Training and Development Services							
0116620621000	20610	General Supplies		$ 1,650	$ 1,650				
TOTAL				$ 8,451	$ 8,451	0.0%			
0116620631000		TITLE 2 EFFECTIVE INSTR.							
0116620631000	20111	Salary Certified							
0116620631000	20113	Salary Substitute							
0116620631000	20211	Health Ins. Certified		$ -	$ -				
0116620631000	20221	Soc. Sec. Certified		$ -	$ -				
0116620631000	20223	Soc. Sec. Classified		$ -	$ -				
0116620631000	20231	Retirement Certified		$ -	$ -				
0116620631000	20251	Tuition Reimbursement							
0116620631000	20261	Unemployment Certified							
0116620631000	20271	Worker's Comp. Certified		$ -	$ -				
0116620631000	20281	Cash in Lieu Certified							
0116620631000	20291	Life Insurance Certified							
0116620631000	20320	Professional Educational Services		$ 811	$ 7,123				
0116620631000	20330	Employee Training and Development Services		$ 65	$ 65				
0116620631000	20610	General Supplies							
TOTAL				$ 875	$ 7,188	721.3%			
0116620640400		IDEA BIRTH THROUGH 4							
0116620640400	20111	Salary Certified		$ 37,935	$ 40,096				
0116620640400	20112	Salary Classified							
0116620640400	20113	Salary Substitute							
0116620640400	20211	Health Ins. Certified		$ 137	$ 7,845				
0116620640400	20212	Health Ins. Classified		$ -	$ -				
0116620640400	20221	Soc. Sec. Certified		$ 2,902	$ 3,067				
0116620640400	20222	Soc. Sec. Classified		$ -	$ -				
0116620640400	20223	Soc. Sec. Substitute		$ -	$ -				
0116620640400	20231	Retirement Certified		$ 3,747	$ 3,960				
0116620640400	20232	Retirement Classified		$ -	$ -				
0116620640400	20251	Tuition Reimbursement							
0116620640400	20261	Unemployment Certified							
0116620640400	20262	Unemployment Classified							
0116620640400	20271	Worker's Comp. Certified		$ 235	$ 249				
0116620640400	20272	Worker's Comp. Classified		$ -	$ -				
0116620640400	20281	Cash in Lieu Certified							
0116620640400	20282	Cash in Lieu Classified							
0116620640400	20291	Life Insurance Certified			$ 47				
0116620640400	20292	Life Insurance Classified							
0116620640400	20333	Mileage Paid to Staff							
TOTAL				$ 44,956	$ 55,265	22.9%			
0116620640600		IDEA PRESCHOOL BASE							
0116620640600	20111	Salary Certified		$ 14,038		Nothing charged here			
0116620640600	20112	Salary Classified							
0116620640600	20113	Salary Substitute							
0116620640600	20211	Health Ins. Certified		$ 4,249					
0116620640600	20212	Health Ins. Classified		$ -					
0116620640600	20221	Soc. Sec. Certified		$ 1,074					

0116620640600	20222	Soc. Sec. Classified		$ -						
0116620640600	20223	Soc. Sec. Substitute		$ -						
0116620640600	20231	Retirement Certified		$ 1,387						
0116620640600	20232	Retirement Classified								
0116620640600	20251	Tuition Reimbursement								
0116620640600	20261	Unemployment Certified								
0116620640600	20262	Unemployment Classified								
0116620640600	20271	Worker's Comp. Certified		$ 87						
0116620640600	20272	Worker's Comp. Classified		$ -						
0116620640600	20281	Cash in Lieu Certified								
0116620640600	20282	Cash in Lieu Classified								
0116620640600	20291	Life Insurance Certified		$ 10	$ 10					
0116620640600	20292	Life Insurance Certified								
TOTAL				$ 20,844	$ 10	-100.0%				
0116620641000		IDEA E/P								
0116620641000	20111	Salary Certified		$ 17,867						
0116620641000	20112	Salary Classified								
0116620641000	20113	Salary Substitute								
0116620641000	20132	Overtime								
0116620641000	20211	Health Ins. Certified		$ 5,407						
0116620641000	20212	Health Ins. Classified		$ -	$ -					
0116620641000	20221	Soc. Sec. Certified		$ 1,367						
0116620641000	20222	Soc. Sec. Classified		$ -						
0116620641000	20223	Soc. Sec. Substitute		$ -						
0116620641000	20231	Retirement Certified		$ 1,765						
0116620641000	20232	Retirement Classified		$ -						
0116620641000	20251	Tuition Reimbursement								
0116620641000	20261	Unemployment Certified								
0116620641000	20262	Unemployment Classified								
0116620641000	20271	Worker's Comp. Certified		$ 111						
0116620641000	20272	Worker's Comp. Classified		$ -						
0116620641000	20281	Cash in Lieu Certified								
0116620641000	20282	Cash in Lieu Classified								
0116620641000	20291	Life Insurance Certified		$ 13	$ 13					
0116620641000	20292	Life Insurance Classified								
0116620641000	20320	Professional Educational Services		$ 15,153	$ 15,153					
0116620641000	20610	General Supplies		$ 327	$ 327					
TOTAL				$ 42,009	$ 15,493	-63.1%				
0116620641200		IDEA PART B PROPOR.								
0116620641200	20320	Professional Educational Services								
TOTAL				$ -	$ -					
0116620692500		TITLE 3 ENG. LANG. ACQ.								
0116620692500	20111	Salary Certified								
0116620692500	20112	Salary Classified								
0116620692500	20113	Salary Substitute								
0116620692500	20211	Health Ins. Certified		$ -						
0116620692500	20212	Health Ins. Classified		$ -						

0116620692500	20221	Soc. Sec. Certified		$ -					
0116620692500	20222	Soc. Sec. Classified		$ -					
0116620692500	20223	Soc. Sec. Substitute		$ -					
0116620692500	20231	Retirement Certified		$ -					
0116620692500	20232	Retirement Classified		$ -					
0116620692500	20251	Tuition Reimbursement							
0116620692500	20261	Unemployment Certified							
0116620692500	20262	Unemployment Classified							
0116620692500	20272	Worker's Comp. Certified		$ -					
0116620692500	20273	Worker's Comp. Classified		$ -					
0116620692500	20281	Cash in Lieu Certified							
0116620692500	20282	Cash in Lieu Classified							
0116620692500	20291	Life Insurance Certified							
0116620692500	20292	Life Insurance Classified							
0116620692500	20320	Professional Educational Services		$ 393	$ 393				
0116620692500	20330	Employee Training and Development Services		$ 68	$ 68				
0116620692500	20610	General Supplies		$ 3,610	$ 3,610				
TOTAL				$ 4,071	$ 4,071	0.0%			
Title IV Student Support and Academic Enrichment									
0116620696900	20111	Salary Certified							
0116620696900	20112	Salary Classified							
0116620696900	20113	Salary Substitute							
0116620696900	20211	Health Ins. Certified		$ -					
0116620696900	20212	Health Ins. Classified		$ -					
0116620696900	20221	Soc. Sec. Certified		$ -					
0116620696900	20222	Soc. Sec. Classified		$ -					
0116620696900	20223	Soc. Sec. Substitute		$ -					
0116620696900	20231	Retirement Certified		$ -					
0116620696900	20232	Retirement Classified							
0116620696900	20251	Tuition Reimbursement							
0116620696900	20261	Unemployment Certified							
0116620696900	20262	Unemployment Classified							
0116620696900	20272	Worker's Comp. Certified		$ -					
0116620696900	20273	Worker's Comp. Classified		$ -					
0116620696900	20281	Cash in Lieu Certified							
0116620696900	20282	Cash in Lieu Classified							
0116620696900	20291	Life Insurance Certified							
0116620696900	20292	Life Insurance Classified							
0116620696900	20320	Professional Educational Services							
0116620696900	20330	Employee Training and Development Services							
0116620696900	20610	General Supplies							
TOTAL				$ -	$ -				
0616620310000		FOOD SERVICE							
0616620310000	20110	Salary Food Service		$ 44,267	$ 40,913				

0616620310000	20130	Overtime							
0616620310000	20210	Health Ins. Food Service		$ 159	$ 147				
0616620310000	20221	Soc. Sec. Food Service		$ 3,386	$ 3,130				
0616620310000	20230	Retirement Food Service		$ 4,372	$ 4,041				
0616620310000	20260	Unemployment Food Service							
0616620310000	20270	Worker's Comp. Food Service		$ 274	$ 254				
0616620310000	20280	Cash in Lieu Classfied							
0616620310000	20290	Life Insurance Food Service							
0616620310000	20333	Mileage Paid to Staff		$ 136	$ 136				
0616620310000	20340	Other Professional Services		$ 118,368	$ 118,368				
0616620310000	20530	Communications		$ 105	$ 105				
0616620310000	20610	General Supplies		$ 1,074	$ 1,074				
0616620310000	20733	Furniture and Fixtures		$ 1,357	$ 1,357				
TOTAL				$ 173,499	$ 169,525	-2.3%			
0616669900000		FEDERAL CATEGORICAL							
0116620699000	20111	Salary Certified							
0116620699000	20211	Health Ins. Certified		$ -	$ -				
0116620699000	20221	Soc. Sec. Certified		$ -	$ -				
0116620699000	20231	Retirement Certified		$ -	$ -				
0116620699000	20261	Unemployment Certified							
0116620699000	20271	Worker's Comp. Certified		$ -	$ -				
0116620699000	20281	Cash in Lieu Certified							
0116620699000	20291	Life Insurance Certified							
TOTAL				$ -	$ -				

Totals	
1,569,200	1,745,944
333,044	362,064
84,017	97,440
57,814	57,078
0	0
155,756	158,162
0	0
205,110	207,626
39,862	39,862
0	0
0	0
108,584	102,630
107,809	70,767
0	0
2,444,802	2,668,176

MOCKINGBIRD ELEMENTARY

org code	account code					
0116720110000		REGULAR EDUCATION				
0116720110000	20111	Salary Certified	$	628,138	612,909	
0116720110000	20112	Salary Classified	$	69,594	47,905	
0116720110000	20113	Salary Substitute	$	31,500	33,000	
0116720110000	20151	Unit Pay	$	9,000	11,096	
0116720110000	20152	Unit Pay Classified				
0116720110000	20211	Health Ins. Certified	$	178,720	212,848	
0116720110000	20212	Health Ins. Classified	$	251	172	
0116720110000	20221	Soc. Sec. Certified	$	48,053	46,888	
0116720110000	20222	Soc. Sec. Classified	$	5,324	3,665	
0116720110000	20223	Soc. Sec. Substitute	$	2,410	2,525	
0116720110000	20231	Retirement Certified	$	62,041	60,537	
0116720110000	20232	Retirement Classified	$	6,874	4,732	
0116720110000	20251	Tuition Reimbursement				
0116720110000	20261	Unemployment Certified				
0116720110000	20262	Unemployment Classified				
0116720110000	20271	Worker's Comp. Certified	$	3,894	3,800	
0116720110000	20272	Worker's Comp. Classified	$	431	297	
0116720110000	20281	Cash in Lieu certified	$	1,000	1,000	
0116720110000	20282	Cash in lieu classfied				
0116720110000	20291	Life Insurance Certified	$	529	1,261	
0116720110000	20292	Life Insurance Classified	$	234	187	
0116720110000	20330	Employee Training and Development Services	$	2,000	2,000	
0116720110000	20333	Mileage Paid to Staff	$	315	315	
0116720110000	20340	Other Professional Services(Outdoor Ed.)	$	7,193	7,193	
0116720110000	20531	Postage	$	800	800	
0116720110000	20610	General Supplies	$	13,825	16,225	paper
0116720110000	20640	Books and Periodicals			2,500	
0116720110000	20650	Supplies - Technology Related	$	1,500	1,500	
0116720110000	20733	Furniture and Fixtures	$	1,500	1,500	
0116720110000	20734	Technology-Related Hardware	$	700	700	
0116720110000	20810	Dues and Fees	$	-	0	
0116720110001	20330	Employee Train	$	2,100	2,100	
0116720110001	20610	Curricular Supplies			2,100	
0116720110001	20640	Books and Periodicals	$	26,250	28,350	
0116720110001	20734	Hardware Technology Related	$	26,250	26,250	
0116720110050	20610	Sci. Supplies	$	300	300	
0116720110068	20610	PE Supplies	$	800	800	
0116720110090	20610	Art Supplies	$	1,100	1,100	
0116720110093	20610	Vocal Music Supplies	$	300	300	
0116720110094	20610	Band Supplies	$	2,500	2,500	
TOTAL			$	1,135,426	1,139,354	0.3%
0116720112500		FLEX FUNDING				
0116720112500	20111	Salary Certified				
0116720112500	20112	Salary Classified				
0116720112500	20211	Health Ins. Certified	$	-	0	
0116720112500	20221	Soc. Sec. Certified	$	-	0	
0116720112500	20231	Retirement Certified	$	-	0	

0116720112500	20261	Unemployment Certified				
0116720112500	20271	Worker's Comp. Certified	$	-	0	
0116720112500	20281	Cash in Lieu certified				
0116720112500	20291	Life Insurance Certified				
0116720112500	20610	General Supplies				
TOTAL			$	-	0	
0116720115000		LEP				
0116720115000	20111	Salary Certified	$	128,558	135,109	
0116720115000	20112	Salary Classified	$	17,658	18,014	
0116720115000	20113	Salary Substitute	$	1,853		
0116720115000	20211	Health Ins. Certified	$	19,248	27,926	
0116720115000	20212	Health Ins. Classified	$	64	65	
0116720115000	20221	Soc. Sec. Certified	$	9,835	10,336	
0116720115000	20222	Soc. Sec. Classified	$	1,351	1,378	
0116720115000	20223	Soc. Sec. Substitute	$	142	0	
0116720115000	20231	Retirement Certified	$	12,698	13,345	
0116720115000	20232	Retirement Classified	$	1,744	1,779	
0116720115000	20251	Tuition Reimbursement				
0116720115000	20261	Unemployment Certified				
0116720115000	20262	Unemployment Classified				
0116720115000	20271	Worker's Comp. Certified	$	797	838	
0116720115000	20272	Worker's Comp. Classified	$	109	112	
0116720115000	20281	Cash in Lieu certified				
0116720115000	20282	Cash in lieu classfied				
0116720115000	20291	Life Insurance Certified	$	121	121	
0116720115000	20292	Life Insurance Classified			46	
0116720115000	20320	Professional Educational Services				
0116720115000	20330	Employee Training and Development Services				
0116720115000	20333	Mileage Paid to Staff				
0116720115000	20610	General Supplies	$	7,350	7,350	
0116720115000	20640	Books and Periodicals				
0116720115000	20650	Supplies - Technology Related				
0116720115000	20734	Technology-Related Hardware				
TOTAL			$	201,527	216,418	7.4%
0116720116000		POVERTY				
0116720116000	20111	Salary Certified	$	487,183	501,875	
0116720116000	20112	Salary Classified				
0116720116000	20113	Salary Substitute	$	9,450	9,000	
0116720116000	20211	Health Ins. Certified	$	150,152	129,433	
0116720116000	20212	Health Ins. Classified	$	-	0	
0116720116000	20221	Soc. Sec. Certified	$	37,269	38,393	
0116720116000	20222	Soc. Sec. Classified	$	-	0	
0116720116000	20223	Soc. Sec. Substitute	$	723	689	
0116720116000	20231	Retirement Certified	$	48,119	49,570	
0116720116000	20232	Retirement Classified	$	-	0	
0116720116000	20251	Tuition Reimbursement				
0116720116000	20261	Unemployment Certified				
0116720116000	20262	Unemployment Classified				
0116720116000	20271	Worker's Comp. Certified	$	3,021	3,112	
0116720116000	20272	Worker's Comp. Classified	$	-	0	
0116720116000	20281	Cash in Lieu certified			1,000	
0116720116000	20282	Cash in lieu classfied				

0116720116000	20291	Life Insurance Certified	$	514	422	
0116720116000	20292	Life Insurance Classified				
0116720116000	20610	General Supplies	$	105	105	
0116720116000	20640	Books and Periodicals				
TOTAL			$	736,536	733,599	-0.4%
0116720120000		SPED SCHOOL AGE				
0116720120000	20111	Salary Certified	$	134,178	143,202	
0116720120000	20112	Salary Classified	$	40,210	54,056	
0116720120000	20113	Salary Substitute	$	3,780	4,000	
0116720120000	20211	Health Ins. Certified	$	22,448	23,579	
0116720120000	20212	Health Ins. Classified	$	5,269	5,319	
0116720120000	20221	Soc. Sec. Certified	$	10,265	10,955	
0116720120000	20222	Soc. Sec. Classified	$	3,076	4,135	
0116720120000	20223	Soc. Sec. Substitute	$	289	306	
0116720120000	20231	Retirement Certified	$	13,253	14,144	
0116720120000	20232	Retirement Classified				
0116720120000	20251	Tuition Reimbursement				
0116720120000	20261	Unemployment Certified				
0116720120000	20262	Unemployment Classified				
0116720120000	20271	Worker's Comp. Certified	$	832	888	
0116720120000	20272	Worker's Comp. Classified	$	249	335	
0116720120000	20281	Cash in Lieu Certified	$	1,000	1,000	
0116720120000	20282	Cash in Lieu Classfied				
0116720120000	20291	Life Insurance Certified	$	140	140	
0116720120000	20292	Life Insurance Classified	$	140	140	
0116720120000	20320	Professional Educational Services	$	8,175	8,175	
0116720120000	20330	Employee Training and Development Services				
0116720120000	20333	Mileage Paid to Staff				
0116720120000	20563	Tuition to Private Schools				
0116720120000	20569	Tuition - Other	$	98,100	98,100	
0116720120000	20610	General Supplies	$	988	988	
0116720120000	20640	Books and Periodicals				
0116720120000	20733	Furniture and Fixtures				
0116720120000	20734	Technology-Related Hardware				
TOTAL			$	342,392	369,461	7.9%
0116720129100		SPED 3-5				
0116720129100	20111	Salary Certified				
0116720129100	20112	Salary Classified				
0116720129100	20113	Salary Substitute				
0116720129100	20211	Health Ins. Certified	$	-		
0116720129100	20212	Health Ins. Classified	$	-		
0116720129100	20221	Soc. Sec. Certified	$	-		
0116720129100	20222	Soc. Sec. Classified	$	-		
0116720129100	20223	Soc. Sec. Substitute	$	-		
0116720129100	20231	Retirement Certified	$	-		
0116720129100	20232	Retirement Classified				
0116720129100	20251	Tuition Reimbursement				
0116720129100	20261	Unemployment Certified				
0116720129100	20262	Unemployment Classified				
0116720129100	20271	Worker's Comp. Certified	$	-		
0116720129100	20272	Worker's Comp. Classified	$	-		
0116720129100	20281	Cash in Lieu Certified				
0116720129100	20282	Cash in Lieu Classfied				

0116720129100	20291	Life Insurance Certified				
0116720129100	20292	Life Insurance Classified				
0116720129100	20320	Professional Educational Services				
0116720129100	20330	Employee Training and Development Services				
0116720129100	20561	Tuition to Other School Districts Within the State				
	20610	General Supplies				
0116720129100	20630	Food	$	2,415	2,415	
TOTAL			$	2,415	2,415	0.0%
0116720129200		SPED BIRTH TO 2				
0116720129200	20111	Salary Certified				
0116720129200	20112	Salary Classified				
0116720129200	20211	Health Ins. Certified	$	-	0	
0116720129200	20212	Health Ins. Classified	$	-	0	
0116720129200	20221	Soc. Sec. Certified	$	-	0	
0116720129200	20222	Soc. Sec. Classified	$	-	0	
0116720129200	20231	Retirement Certified	$	-	0	
0116720129200	20232	Retirement Classified	$	-	0	
0116720129200	20251	Tuition Reimbursement				
0116720129200	20261	Unemployment Certified				
0116720129200	20262	Unemployment Classified				
0116720129200	20271	Worker's Comp. Certified	$	-	0	
0116720129200	20272	Worker's Comp. Classified	$	-	0	
0116720129200	20281	Cash in Lieu Certified				
0116720129200	20282	Cash in Lieu Classfied				
0116720129200	20291	Life Insurance Certified				
0116720129200	20292	Life Insurance Classified				
0116720129200	20320	Professional Educational Services				
0116720129200	20330	Employee Training and Development Services				
0116720129200	20333	Mileage Paid to Staff				
	20610	General Supplies				
0116720129200	20734	Technology-Related Hardware				
0116720129200	20735	Technology Software				
TOTAL			$	-	0	
0116720130000		SUMMER SCHOOL				
0116720130000	20111	Salary Certified				
0116720130000	20112	Salary Classified				
0116720130000	20211	Health Ins. Certified	$	-	0	
0116720130000	20212	Health Ins. Classified	$	-	0	
0116720130000	20221	Soc. Sec. Certified	$	-	0	
0116720130000	20222	Soc. Sec. Classified	$	-	0	
0116720130000	20231	Retirement Certified	$	-	0	
0116720130000	20232	Retirement Classified	$	-	0	
0116720130000	20271	Worker's Comp. Certified	$	-	0	
0116720130000	20272	Worker's Comp. Classified	$	-	0	
0116720130000	20281	Cash in Lieu Certified				
0116720130000	20282	Cash in Lieu Classfied				
0116720130000	20291	Life Insurance Certified				
0116720130000	20292	Life Insurance Classified				
0116720130000	20610	General Supplies				
0116720130000	20630	Food				
0116720130000	20640	Books and Periodicals				

TOTAL			$	-	0	
0116720211000		SOCIAL WORK/ATTENDANCE				
0116720211000	20111	Salary Certified	$	8,844	9,097	
0116720211000	20211	Health Ins. Certified	$	32	2,541	
0116720211000	20221	Soc. Sec. Certified	$	677	696	
0116720211000	20231	Retirement Certified	$	874	899	
0116720211000	20251	Tuition Reimbursement				
0116720211000	20261	Unemployment Certified				
0116720211000	20271	Worker's Comp. Certified	$	55	56	
0116720211000	20281	Cash in Lieu Certified				
0116720211000	20291	Life Insurance Certified			6	
0116720211000	20320	Professional Educational Services	$	30	30	
0116720211000	20333	Mileage Paid to Staff	$	42	42	
0116720211000	20610	General Supplies	$	24	24	
TOTAL			$	10,577	13,391	26.6%
0116720212000		GUIDANCE SERVICES				
0116720212000	20111	Salary Certified	$	25,852	26,922	
0116720212000	20211	Health Ins. Certified	$	7,726	8,123	
0116720212000	20221	Soc. Sec. Certified	$	1,978	2,060	
0116720212000	20231	Retirement Certified	$	2,553	2,659	
0116720212000	20261	Unemployment Certified				
0116720212000	20271	Worker's Comp. Certified	$	160	167	
0116720212000	20281	Cash in Lieu Certified				
0116720212000	20291	Life Insurance Certified	$	18	19	
0116720212000	20320	Professional Educational Services	$	55	55	
0116720212000	20333	Mileage Paid to Staff	$	76	76	
0116720212000	20610	General Supplies	$	44	44	
TOTAL			$	38,462	40,124	4.3%
0116720213000		HEALTH SERVICES				
0116720213000	20111	Salary Certified	$	13,320	14,027	
0116720213000	20112	Salary Classified	$	15,202	15,585	
0116720213000	20211	Health Ins. Certified	$	48	2,750	
0116720213000	20212	Health Ins. Classified	$	55	56	
0116720213000	20221	Soc. Sec. Certified	$	1,019	1,073	
0116720213000	20222	Soc. Sec. Classified	$	1,501	1,539	
0116720213000	20231	Retirement Certified	$	1,316	1,385	
0116720213000	20232	Retirement Classified	$	1,501	1,539	
0116720213000	20251	Tuition Reimbursement				
0116720213000	20261	Unemployment Certified				
0116720213000	20262	Unemployment Classified				
0116720213000	20271	Worker's Comp. Certified	$	83	87	
0116720213000	20272	Worker's Comp. Classified	$	94	97	
0116720213000	20281	Cash in Lieu Certified				
0116720213000	20282	Cash in Lieu Classfied				
0116720213000	20291	Life Insurance Certified				
0116720213000	20292	Life Insurance Classified	$	93	12	
0116720213000	20330	Employee Training and Development Services	$	131	131	
0116720213000	20333	Mileage Paid to Staff	$	76	76	
0116720213000	20610	General Supplies	$	583	583	
TOTAL			$	35,022	38,942	11.2%
0116720214100		PSYCH SERVICES SCHOOL AGE				
0116720214100	20111	Salary Certified	$	32,832	34,368	
0116720214100	20211	Health Ins. Certified	$	10,118	8,458	

0116720214100	20221	Soc. Sec. Certified	$	2,512	2,629	
0116720214100	20231	Retirement Certified	$	3,243	3,395	
0116720214100	20251	Tuition Reimbursement				
0116720214100	20261	Unemployment Certified				
0116720214100	20271	Worker's Comp. Certified	$	204	213	
0116720214100	20281	Cash in Lieu Certified				
0116720214100	20291	Life Insurance Certified	$	46	28	
0116720214100	20330	Employee Training and Development Services	$	82	82	
0116720214100	20333	Mileage Paid to Staff	$	55	55	
0116720214100	20610	General Supplies	$	600	600	
TOTAL			$	49,090	49,227	0.3%
0116720215000		SPEECH PATHOLOGY				
0116720215000	20111	Salary Certified				
0116720215000	20211	Health Ins. Certified	$	-	0	
0116720215000	20221	Soc. Sec. Certified	$	-	0	
0116720215000	20231	Retirement Certified	$	-	0	
0116720215000	20251	Tuition Reimbursement				
0116720215000	20261	Unemployment Certified				
0116720215000	20271	Worker's Comp. Certified	$	-	0	
0116720215000	20281	Cash in Lieu Certified				
0116720215000	20291	Life Insurance Certified				
0116720215000	20333	Mileage Paid to Staff				
0116720215000	20340	Other Professional Services	$	3,488	3,488	
0116720215000	20610	General Supplies	$	120	120	
TOTAL			$	3,608	3,608	0.0%
0116720215100		SPEECH/AUD SCHOOL AGE				
0116720215100	20111	Salary Certified	$	43,555	44,392	
0116720215100	20112	Salary Classified				
0116720215100	20113	Salary Substitute				
0116720215100	20132	Overtime				
0116720215100	20211	Health Ins. Certified	$	7,492	7,701	
0116720215100	20221	Soc. Sec. Certified	$	3,332	3,396	
0116720215100	20222	Soc. Sec. Classified	$	-	0	
0116720215100	20223	Soc. Sec. Substitute	$	-	0	
0116720215100	20231	Retirement Certified	$	4,302	4,385	
0116720215100	20232	Retirement Classified	$	-	0	
0116720215100	20251	Tuition Reimbursement				
0116720215100	20261	Unemployment Certified				
0116720215100	20262	Unemployment Classified				
0116720215100	20271	Worker's Comp. Certified	$	270	275	
0116720215100	20272	Worker's Comp. Classified	$	-	0	
0116720215100	20281	Cash in Lieu Certified				
0116720215100	20282	Cash in Lieu Classfied				
0116720215100	20291	Life Insurance Certified	$	46	46	
0116720215100	20292	Life Insurance Classified				
0116720215100	20320	Professional Educational Services				
0116720215100	20330	Employee Training and Development Services				
0116720215100	20333	Mileage Paid to Staff				
TOTAL			$	58,997	60,195	2.0%
0116720218100		VISION SERVICES SPED				
0116720218100	20320	Professional Educational Services	$	-	0	
TOTAL			$	-	0	

0116720221100		SCHOOL IMPROVEMENT				
0116720221100	20111	Salary Certified				
0116720221100	20211	Health Ins. Certified	$	-	0	
0116720221100	20221	Soc. Sec. Certified	$	-	0	
0116720221100	20231	Retirement Certified	$	-	0	
0116720221100	20251	Tuition Reimbursement				
0116720221100	20261	Unemployment Certified				
0116720221100	20271	Worker's Comp. Certified	$	-	0	
0116720221100	20281	Cash in Lieu Certified				
0116720221100	20291	Life Insurance Certified				
0116720221100	20320	Professional Educational Services				
0116720221100	20330	Employee Training and Development Services				
0116720221100	20332	Mileage Paid to Parents				
0116720221100	20333	Mileage Paid to Staff				
0116720221100	20540	Advertising				
0116720221100	20610	General Supplies				
0116720221100	20733	Furniture and Fixtures				
0116720221100	20810	Dues and Fees				
TOTAL			$	-	0	
0116720222000		LIBRARY/MEDIA SERVICES				
0116720222000	20111	Salary Certified	$	-		
0116720222000	20112	Salary Classified	$	16,469	16,784	
0116720222000	20113	Salary Substitute				
0116720222000	20211	Health Ins. Certified	$	-	0	
0116720222000	20212	Health Ins. Classified	$	1,059	1,060	
0116720222000	20221	Soc. Sec. Certified	$	-	0	
0116720222000	20222	Soc. Sec. Classified	$	1,260	1,284	
0116720222000	20223	Soc. Sec. Substitute	$	-	0	
0116720222000	20222	Retirement Certified	$	-	0	
0116720222000	20232	Retirement Classified	$	1,627	1,658	
0116720222000	20251	Tuition Reimbursement				
0116720222000	20261	Unemployment Certified				
0116720222000	20262	Unemployment Classified				
0116720222000	20271	Worker's Comp. Certified	$	-	0	
0116720222000	20272	Worker's Comp. Classified	$	102	104	
0116720222000	20281	Cash in Lieu Certified				
0116720222000	20282	Cash in Lieu Classfied				
0116720222000	20291	Life Insurance Certified				
0116720222000	20292	Life Insurance Classified			46	
0116720222000	20610	General Supplies	$	300	300	
0116720222000	20640	Books and Periodicals	$	4,700	4,700	
0116720222000	20642	Audio-Visual Materials	$	1,000	1,000	
TOTAL			$	26,517	26,936	1.6%
0116720223000		TECHNOLOGY-INSTRUTION				
0116720223000	20642	Audio-Visual Materials				
TOTAL			$	-		
0116720241000		OFFICE OF THE PRINCIPAL				
0116720241000	20110	Salary Classified	$	24,517	25,034	
0116720241000	20111	Salary Certified	$	106,118	109,714	
0116720241000	20210	Health Ins. Classified	$	7,717	90	
0116720241000	20211	Health Ins. Certified	$	19,172	20,458	
0116720241000	20220	Soc. Sec. Classified	$	1,876	1,915	
0116720241000	20221	Soc. Sec. Certified	$	8,118	8,393	

0116720241000	20230	Retirement Classified	$	2,421	2,473	
0116720241000	20231	Retirement Certified	$	10,481	10,836	
0116720241000	20251	Tuition Reimbursement				
0116720241000	20260	Unemployment Classified				
0116720241000	20261	Unemployment Certified				
0116720241000	20270	Worker's Comp. Classified	$	152	155	
0116720241000	20271	Worker's Comp. Certified	$	658	680	
0116720241000	20280	Cash in Lieu Classfied			1,000	
0116720241000	20281	Cash in Lieu Certified				
0116720241000	20290	Life Insurance Classified	$	46	46	
0116720241000	20291	Life Insurance Certified	$	46	280	
0116720241000	20333	Mileage Paid to Staff	$	1,000	1,000	
0116720241000	20810	Dues and Fees	$	650	650	
TOTAL			$	182,972	182,725	-0.1%
0116720261000		OPERATIONS OF BUILDING				
0116720261000	20110	Salary Custodial/Maint.	$	82,553	84,448	
0116720261000	20120	Salary Temp.				
0116720261000	20130	Overtime				
0116720261000	20210	Health Ins. Custodial/Maint.	$	30,299	31,824	
0116720261000	20220	Soc. Sec. Custodial/Maint.	$	6,315	6,460	
0116720261000	20230	Retirement Custodial/Main.	$	8,154	8,341	
0116720261000	20260	Unemployment Custodial/Maint.				
0116720261000	20270	Worker's Comp. Custodial/Maint.	$	512	524	
0116720261000	20280	Cash in Lieu Classfied				
0116720261000	20290	Life Insurance Custodial/Maint.	$	140	140	
0116720261000	20340	Other Professional Services	$	1,090	1,090	
0116720261000	20352	Other Technical Services	$	327	327	
0116720261000	20530	Communications	$	164	164	
0116720261000	20610	General Supplies	$	9,810	9,810	
0116720261000	20621	Natural Gas	$	21,800	21,800	
0116720261000	20622	Electricity	$	89,925	89,925	
0116720261000	20629	Other(water)	$	7,630	8,165	
0116720261000	20730	Equipment	$	1,090	1,090	
TOTAL			$	259,808	264,107	1.7%
0116720262000		MAINTENANCE OF BUILDINGS				
0116720262000	20110	Salary Custodial/Maint.				
0116720262000	20120	Salary Temp.				
0116720262000	20130	Overtime				
0116720262000	20210	Health Ins. Custodial/Maint.	$	-		
0116720262000	20220	Soc. Sec. Custodial/Maint.	$	-		
0116720262000	20230	Retirement Custodial/Main.	$	-		
0116720262000	20271	Worker's Comp. Custodial/Maint.	$	-		
0116720262000	20280	Cash in Lieu Classfied				
0116720262000	20290	Life Insurance Custodial/Maint.				
0116720262000	20352	Other Technical Services	$	8,720	8,720	
0116720262000	20430	Repairs and Maintenance Services	$	24,213	24,213	
0116720262000	20520	Property Ins.	$	14,170	14,170	
0116720262000	20530	Communications	$	436	436	
0116720262000	02610	General Supplies	$	109	109	

0116720262000	20730	Equipment	$	327	327	
0116720262000	20733	Furniture and Fixtures				
0116720262000	20810	Dues and Fees				
TOTAL			$	47,975	47,975	0.0%
011672026600		SECURITY				
0116720266000	20330	Professional Development	$	109	109	
0116720266000	20340	School Resource Officer	$	5,450	5,450	
0116720266000	20610	General Supplies	$	981	981	
TOTAL			$	6,540	6,540	0.0%
01167203500000		OTHER STATE CATEGORICAL PROGRAMS Learning Community Grant				
0116720350000	20111	Salary Certified				
0116720350000	20211	Health Ins. Certified	$	-	0	
0116720350000	20221	Soc. Sec. Certified	$	-	0	
0116720350000	20231	Retirement Certified	$	-	0	
0116720350000	20261	Unemployment Certified				
0116720350000	20271	Worker's Comp. Certified	$	-	0	
0116720350000	20281	Cash in Lieu Certified				
0116720350000	20291	Life Insurance Certified				
TOTAL			$	-	0	
0116720353500		HAL				
0116720353500	20111	Salary Certified	$	28,100	37,322	
0116720353500	20211	Health Ins. Certified	$	3,035	3,220	
0116720353500	20221	Soc. Sec. Certified	$	2,150	2,855	
0116720353500	20231	Retirement Certified	$	2,775	3,686	
0116720353500	20251	Tuition Reimbursement				
0116720353500	20261	Unemployment Certified				
0116720353500	20271	Worker's Comp. Certified	$	174	231	
0116720353500	20281	Cash in Lieu Certified			400	
0116720353500	20291	Life Insurance Certified	$	37	38	
0116720353500	20333	Mileage Paid to Staff	$	22	22	
0116720353500	20320	Professional Educational Services				
0116720353500	20610	General Supplies	$	468	468	
TOTAL			$	36,761	48,243	31.2%
0116720354000		STATE EARLY CHILDHOOD				
0116720354000	20111	Salary Certified	$	-		
0116720354000	20112	Salary Classified	$	9,231	18,800	
0116720354000	20113	Salary Substitute				
0116720354000	20211	Health Ins. Certified				
0116720354000	20212	Health Ins. Classified	$	33	68	
0116720354000	20221	Soc. Sec. Certified	$	-	0	
0116720354000	20222	Soc. Sec. Classified	$	706	1,438	
0116720354000	20223	Soc. Sec. Substitute	$	-	0	
0116720354000	20231	Retirement Certified	$	-	0	
0116720354000	20232	Retirement Classified	$	912	1,857	
0116720354000	20251	Tuition Reimbursement				
0116720354000	20261	Unemployment Certified				
0116720354000	20262	Unemployment Classified				
0116720354000	20271	Worker's Comp. Certified	$	-	0	
0116720354000	20272	Worker's Comp. Classified	$	57	117	
0116720354000	20281	Cash in Lieu Certified				
0116720354000	20282	Cash in Lieu Certified				
0116720354000	20291	Life Insurance Certified	$	94	94	
0116720354000	20292	Life Insurance Classified				
0116720354000	20333	Mileage Paid to Staff				

TOTAL			$	11,033	22,373	102.8%
0116720620000		TITLE 1 PART A BASIC PROG				
0116720620000	20111	Salary Certified	$	51,844	60,144	
0116720620000	20112	Salary Classified	$	15,650	16,315	
0116720620000	20113	Salary Substitute				
0116720620000	20211	Health Ins. Certified	$	9,729	10,249	
0116720620000	20212	Health Ins. Classified	$	56	59	
0116720620000	20221	Soc. Sec. Certified	$	3,966	4,601	
0116720620000	20222	Soc. Sec. Classified	$	1,197	1,248	
0116720620000	20223	Soc. Sec. Substitute	$	-	0	
0116720620000	20231	Retirement Certified	$	5,121	5,940	
0116720620000	20232	Retirement Classified	$	1,546	1,611	
0116720620000	20251	Tuition Reimbursement				
0116720620000	20261	Unemployment Certified				
0116720620000	20262	Unemployment Classified				
0116720620000	20271	Worker's Comp. Certified	$	321	373	
0116720620000	20272	Worker's Comp. Classified	$	97	101	
0116720620000	20281	Cash in Lieu Certified	$	799	500	
0116720620000	20282	Cash in Lieu Classified				
0116720620000	20291	Life Insurance Certified	$	60	71	
0116720620000	20292	Life Insurance Classified	$	46	46	
0116720620000	20320	Professional Educational Services	$	736	736	
0116720620000	20330	Employee Training and Development Services	$	260	260	
0116720620000	20333	Mileage Paid to Staff	$	97	97	
0116720620000	20590	Interagency Purchased Services				
0116720620000	20610	General Supplies	$	2,102	2,102	
TOTAL			$	93,628	104,454	11.6%
0116720621000		TITLE 1 ACCOUNTABILITY				
0116720621000	20111	Salary Certified				
0116720621000	20211	Health Ins. Certified	$	-	0	
0116720621000	20221	Soc. Sec. Certified	$	-	0	
0116720621000	20231	Retirement Certified	$	-	0	
0116720621000	20251	Tuition Reimbursement				
0116720621000	20261	Unemployment Certified				
0116720621000	20271	Worker's Comp. Certified	$	-	0	
0116720621000	20281	Cash in Lieu Certified				
0116720621000	20291	Life Insurance Certified				
0116720621000	20320	Professional Educational Services	$	7,517	7,517	
0116720621000	20330	Employee Training and Development Services				
0116720621000	20610	General Supplies	$	1,824	1,824	
TOTAL			$	9,340	9,340	0.0%
0116720631000		TITLE 2 EFFECTIVE INSTR.				
0116720631000	20111	Salary Certified				
0116720631000	20113	Salary Substitute				
0116720631000	20211	Health Ins. Certified	$	-	0	
0116720631000	20221	Soc. Sec. Certified	$	-	0	
0116720631000	20223	Soc. Sec. Classified	$	-	0	
0116720631000	20231	Retirement Certified	$	-	0	
0116720631000	20251	Tuition Reimbursement				
0116720631000	20261	Unemployment Certified				
0116720631000	20271	Worker's Comp. Certified	$	-	0	

0116720631000	20281	Cash in Lieu Certified				
0116720631000	20291	Life Insurance Certified				
0116720631000	20320	Professional Educational Services				
0116720631000	20330	Employee Training and Development Services	$	896	8,062	
0116720631000	20610	General Supplies	$	71	71	
TOTAL			$	967	8,133	740.9%
0116720640400		IDEA BIRTH THROUGH 4				
0116720640400	20111	Salary Certified				
0116720640400	20112	Salary Classified				
0116720640400	20113	Salary Substitute				
0116720640400	20211	Health Ins. Certified	$	-	0	
0116720640400	20212	Health Ins. Classified	$	-	0	
0116720640400	20221	Soc. Sec. Certified	$	-	0	
0116720640400	20222	Soc. Sec. Classified	$	-	0	
0116720640400	20223	Soc. Sec. Substitute	$	-	0	
0116720640400	20231	Retirement Certified	$	-	0	
0116720640400	20232	Retirement Classified	$	-	0	
0116720640400	20251	Tuition Reimbursement				
0116720640400	20261	Unemployment Certified				
0116720640400	20262	Unemployment Classified				
0116720640400	20271	Worker's Comp. Certified	$	-	0	
0116720640400	20272	Worker's Comp. Classified	$	-	0	
0116720640400	20281	Cash in Lieu Certified				
0116720640400	20282	Cash in Lieu Classified				
0116720640400	20291	Life Insurance Certified				
0116720640400	20292	Life Insurance Classified				
0116720640400	20333	Mileage Paid to Staff				
TOTAL			$	-	0	
0116720640600		IDEA PRESCHOOL BASE				
0116720640600	20111	Salary Certified				
0116720640600	20112	Salary Classified				
0116720640600	20113	Salary Substitute				
0116720640600	20211	Health Ins. Certified	$	-	0	
0116720640600	20212	Health Ins. Classified	$	-	0	
0116720640600	20221	Soc. Sec. Certified	$	-	0	
0116720640600	20222	Soc. Sec. Classified	$	-	0	
0116720640600	20223	Soc. Sec. Substitute	$	-	0	
0116720640600	20231	Retirement Certified	$	-	0	
0116720640600	20232	Retirement Classified	$	-	0	
0116720640600	20251	Tuition Reimbursement				
0116720640600	20261	Unemployment Certified				
0116720640600	20262	Unemployment Classified				
0116720640600	20271	Worker's Comp. Certified	$	-	0	
0116720640600	20272	Worker's Comp. Classified	$	-	0	
0116720640600	20281	Cash in Lieu Certified				
0116720640600	20282	Cash in Lieu Classified				
0116720640600	20291	Life Insurance Certified				
0116720640600	20292	Life Insurance Certified				
TOTAL			$	-	0	
0116720641000		IDEA E/P				
0116720641000	20111	Salary Certified				
0116720641000	20112	Salary Classified				
0116720641000	20113	Salary Substitute				

0116720641000	20132	Overtime				
0116720641000	20211	Health Ins. Certified	$	-	0	
0116720641000	20212	Health Ins. Classified	$	-	0	
0116720641000	20221	Soc. Sec. Certified	$	-	0	
0116720641000	20222	Soc. Sec. Classified	$	-	0	
0116720641000	20223	Soc. Sec. Substitute	$	-	0	
0116720641000	20231	Retirement Certified	$	-	0	
0116720641000	20232	Retirement Classified				
0116720641000	20251	Tuition Reimbursement				
0116720641000	20261	Unemployment Certified				
0116720641000	20262	Unemployment Classified				
0116720641000	20271	Worker's Comp. Certified	$	-	0	
0116720641000	20272	Worker's Comp. Classified	$	-	0	
0116720641000	20281	Cash in Lieu Certified				
0116720641000	20282	Cash in Lieu Classified				
0116720641000	20291	Life Insurance Certified				
0116720641000	20292	Life Insurance Classified				
0116720641000	20329	Professional Educational Services	$	17,205	17,205	
0116720641000	20610	General Supplies	$	371	371	
TOTAL			$	17,576	17,576	0.0%
0116720641200		IDEA PART B PROPOR.				
0116720641200	20320	Professional Educational Services				
TOTAL						
0116720692500		TITLE 3 ENG. LANG. ACQ.				
0116720692500	20111	Salary Certified				
0116720692500	20112	Salary Classified				
0116720692500	20113	Salary Substitute				
0116720692500	20211	Health Ins. Certified	$	-	0	
0116720692500	20212	Health Ins. Classified	$	-	0	
0116720692500	20221	Soc. Sec. Certified	$	-	0	
0116720692500	20222	Soc. Sec. Classified	$	-	0	
0116720692500	20223	Soc. Sec. Substitute	$	-	0	
0116720692500	20231	Retirement Certified	$	-	0	
0116720692500	20232	Retirement Classified	$	-	0	
0116720692500	20251	Tuition Reimbursement				
0116720692500	20261	Unemployment Certified				
0116720692500	20262	Unemployment Classified				
0116720692500	20272	Worker's Comp. Certified	$	-	0	
0116720692500	20273	Worker's Comp. Classified	$	-	0	
0116720692500	20281	Cash in Lieu Certified				
0116720692500	20282	Cash in Lieu Classified				
0116720692500	20291	Life Insurance Certified				
0116720692500	20292	Life Insurance Classified				
0116720692500	20320	Professional Educational Services	$	446	446	
0116720692500	20330	Employee Training and Development Services	$	77	77	
0116720692500	20610	General Supplies	$	4,099	4,099	
TOTAL			$	4,623	4,623	0.0%
0616720310000		FOOD SERVICE				
0616720310000	20110	Salary Food Service	$	39,744	42,222	
0616720310000	20130	Overtime				
0616720310000	20210	Health Ins. Food Service	$	143	152	
0616720310000	20221	Soc. Sec. Food Service	$	3,040	3,230	

0616720310000	20230	Retirement Food Service	$	3,926	4,170	
0616720310000	20260	Unemployment Food Service				
0616720310000	20270	Worker's Comp. Food Service	$	246	262	
0616720310000	20280	Cash in Lieu Classfied				
0616720310000	20290	Life Insurance Food Service				
0616720310000	20333	Mileage Paid to Staff	$	154	154	
0616720310000	20340	Other Professional Services	$	134,397	134,397	
0616720310000	20530	Communications	$	119	119	
0616720310000	20610	General Supplies	$	1,220	1,220	
0616720310000	20733	Furniture and Fixtures	$	1,541	1,541	
TOTAL			$	184,530	187,467	1.6%
Title IV Student Support and Academic Enrichment						
0116720696900	20111	Salary Certified				
0116720696900	20112	Salary Classified				
0116720696900	20113	Salary Substitute				
0116720696900	20211	Health Ins. Certified	$	-	0	
0116720696900	20212	Health Ins. Classified	$	-	0	
0116720696900	20221	Soc. Sec. Certified	$	-	0	
0116720696900	20222	Soc. Sec. Classified	$	-	0	
0116720696900	20223	Soc. Sec. Substitute	$	-	0	
0116720696900	20231	Retirement Certified	$	-	0	
0116720696900	20232	Retirement Classified	$	-	0	
0116720696900	20251	Tuition Reimbursement				
0116720696900	20261	Unemployment Certified				
0116720696900	20262	Unemployment Classified				
0116720696900	20272	Worker's Comp. Certified	$	-	0	
0116720696900	20273	Worker's Comp. Classified	$	-	0	
0116720696900	20281	Cash in Lieu Certified				
0116720696900	20282	Cash in Lieu Classified				
0116720696900	20291	Life Insurance Certified				
0116720696900	20292	Life Insurance Classified				
0116720696900	20320	Professional Educational Services				
0116720696900	20330	Employee Training and Development Services				
0116720696900	20610	General Supplies				
TOTAL			$	-	0	
CATEGORICAL RECEIPTS McKinney-						
0116720699000	20111	Salary Certified				
0116720699000	20211	Health Ins. Certified	$	-	0	
0116720699000	20221	Soc. Sec. Certified	$	-	0	
0116720699000	20231	Retirement Certified	$	-	0	
0116720699000	20261	Unemployment Certified				
0116720699000	20271	Worker's Comp. Certified	$	-	0	
0116720699000	20281	Cash in Lieu Certified				
0116720699000	20291	Life Insurance Certified				
Buffet Grant						
0116720340000	20111	Salary Certified	$	105,677	105,677	0.0%

	Totals	
Regular Education	2,110,250	2,137,614
SPED	456,502	484,906
Pupil Services	90,601	98,996
Staff Services	26,517	26,936
General Admin.	0	0
School Admin	182,972	182,725
Fiscal	0	0
Operations	259,808	264,107
Maintenance	47,975	47,975
Transportation	0	0
Early Childhood	11,033	22,373
Title	108,558	126,550
IDEA	17,576	17,576
BOE	0	0
TOTAL	3,174,625	3,243,260

SEYMOUR ELEMENTARY

org code	account code	Description						
0116820110000		REGULAR EDUCATION						
0116820110000	20111	Salary Certified		$ 256,811	319,307			Regular Educatic
0116820110000	20112	Salary Classified		$ 11,541	12,057			SPED
0116820110000	20113	Salary Substitute		$ 19,500	24,500			Pupil Services
0116820110000	20151	Unit Pay		$ 6,000	8,107			Staff Services
0116820110000	20152	Unit Pay Classified						General Admin.
0116820110000	20211	Health Ins. Certified		$ 87,748	43,879			School Admin
0116820110000	20212	Health Ins. Classified		$ 42	43			Fiscal
0116820110000	20221	Soc. Sec. Certified		$ 19,646	24,427			Operations
0116820110000	20222	Soc. Sec. Classified		$ 883	922			Maintenance
0116820110000	20223	Soc. Sec. Substitute		$ 1,492	1,874			Transportation
0116820110000	20231	Retirement Certified		$ 25,365	31,538			Early Childhood
0116820110000	20232	Retirement Classified		$ 1,140	1,191			Title
0116820110000	20251	Tuition Reimbursement						IDEA
0116820110000	20261	Unemployment Certified						BOE
0116820110000	20262	Unemployment Classified						
0116820110000	20271	Worker's Comp. Certified		$ 1,592	1,980			TOTAL
0116820110000	20272	Worker's Comp. Classified		$ 72	75			
0116820110000	20281	Cash in Lieu certified		$ 1,000	1,000			
0116820110000	20282	Cash in lieu classfied						
0116820110000	20291	Life Insurance Certified		$ 308	248			
0116820110000	20292	Life Insurance Classified			46			
0116820110000	20330	Employee Training and Development Services		$ 800	800			
0116820110000	20333	Mileage Paid to Staff		$ 195	195			
0116820110000	20340	Other Professional Services(Outdoor Ed.)		$ 4,453	4,453			
0116820110000	20531	Postage		$ 900	900			
0116820110000	20610	General Supplies		$ 8,950	10,600	paper		
0116820110000	20640	Books and Periodicals		-	1,500			
0116820110000	20650	Supplies - Technology Related		$ 500	500			
0116820110000	20733	Furniture and Fixtures		$ 500	500			
0116820110000	20734	Technology-Related Hardware		$ 500	500			
0116820110000	20810	Dues and Fees		$ -	0			
0116820110001	20330	Employee Train		$ 1,300	1,300			
0116820110001	20610	Curricular Supplies			1,300			
0116820110001	20640	Books and Periodicals		$ 16,250	17,350			
0116820110001	20734	Hardware Technology Related		$ 16,250	16,250			
0116820110050	20610	Sci. Supplies		$ 500	500			
0116820110068	20610	PE Supplies		$ 500	500			
0116820110090	20610	Art Supplies		$ 400	400			
0116820110093	20610	Vocal Music Supplies		$ 300	300			
0116820110094	20610	Band Supplies		$ 1,700	1,700			
TOTAL				$ 487,137	530,741	9.0%		
0116820112500		FLEX FUNDING						
0116820112500	20111	Salary Certified						
0116820112500	20112	Salary Classified						
0116820112500	20211	Health Ins. Certified						
0116820112500	20221	Soc. Sec. Certified		$ -	$ -			
0116820112500	20231	Retirement Certified		$ -	$ -			

0116820112500	20261	Unemployment Certified						
0116820112500	20271	Worker's Comp. Certified		$ -	$ -			
0116820112500	20281	Cash in Lieu certified						
0116820112500	20291	Life Insurance Certified						
0116820112500	20610	General Supplies						
TOTAL				$ -	$ -			
0116820115000		LEP						
0116820115000	20111	Salary Certified		$ 6,041	0			
0116820115000	20112	Salary Classified		$ -	0			
0116820115000	20113	Salary Substitute		$ 1,122				
0116820115000	20211	Health Ins. Certified		$ 22	$ -			
0116820115000	20212	Health Ins. Classified		$ -	$ -			
0116820115000	20221	Soc. Sec. Certified		$ 462	$ -			
0116820115000	20222	Soc. Sec. Classified		$ -	$ -			
0116820115000	20223	Soc. Sec. Substitute		$ 86	$ -			
0116820115000	20231	Retirement Certified		$ 597	$ -			
0116820115000	20232	Retirement Classified		$ -	$ -			
0116820115000	20251	Tuition Reimbursement						
0116820115000	20261	Unemployment Certified						
0116820115000	20262	Unemployment Classified						
0116820115000	20271	Worker's Comp. Certified		$ 22	$ -			
0116820115000	20272	Worker's Comp. Classified		$ -	$ -			
0116820115000	20281	Cash in Lieu certified						
0116820115000	20282	Cash in lieu classfied						
0116820115000	20291	Life Insurance Certified						
0116820115000	20292	Life Insurance Classified		$ 46				
0116820115000	20320	Professional Educational Services						
0116820115000	20330	Employee Training and Development Services						
0116820115000	20333	Mileage Paid to Staff						
0116820115000	20610	General Supplies		$ 4,550	4,550			
0116820115000	20640	Books and Periodicals						
0116820115000	20650	Supplies - Technology Related						
0116820115000	20734	Technology-Related Hardware						
TOTAL				$ 12,947	4,550	-64.9%		
0116820116000		POVERTY						
0116820116000	20111	Salary Certified		$ 293,645	308,886			
0116820116000	20112	Salary Classified						
0116820116000	20113	Salary Substitute		$ 5,850				
0116820116000	20211	Health Ins. Certified		$ 42,146	57,029			
0116820116000	20212	Health Ins. Classified		$ -	0			
0116820116000	20221	Soc. Sec. Certified		$ 22,464	23,630			
0116820116000	20222	Soc. Sec. Classified		$ -	0			
0116820116000	20223	Soc. Sec. Substitute		$ 448	0			
0116820116000	20231	Retirement Certified		$ 29,003	30,509			
0116820116000	20232	Retirement Classified		$ -	0			
0116820116000	20251	Tuition Reimbursement						
0116820116000	20261	Unemployment Certified						
0116820116000	20262	Unemployment Classified						
0116820116000	20271	Worker's Comp. Certified		$ 1,821	1,915			
0116820116000	20272	Worker's Comp. Classified		$ -	0			
0116820116000	20281	Cash in Lieu certified		$ 1,000	1,000			
0116820116000	20282	Cash in lieu classfied						

0116820116000	20291	Life Insurance Certified		$ 233	234			
0116820116000	20292	Life Insurance Classified						
0116820116000	20610	General Supplies		$ 65	65			
0116820116000	20640	Books and Periodicals						
TOTAL				$ 396,674	423,268	6.7%		
0116820120000		SPED SCHOOL AGE						
0116820120000	20111	Salary Certified		$ 151,037	182,830			
0116820120000	20112	Salary Classified		$ 66,928	56,136			
0116820120000	20113	Salary Substitute		$ 2,340	2,400			
0116820120000	20211	Health Ins. Certified		$ 20,254	46,830			
0116820120000	20212	Health Ins. Classified		$ 241	202			
0116820120000	20221	Soc. Sec. Certified		$ 11,554	13,986			
0116820120000	20222	Soc. Sec. Classified		$ 5,120	4,294			
0116820120000	20223	Soc. Sec. Substitute		$ 179	184			
0116820120000	20231	Retirement Certified		$ 14,918	18,058			
0116820120000	20232	Retirement Classified		$ 6,610	5,545			
0116820120000	20251	Tuition Reimbursement						
0116820120000	20261	Unemployment Certified						
0116820120000	20262	Unemployment Classified						
0116820120000	20271	Worker's Comp. Certified		$ 936	1,134			
0116820120000	20272	Worker's Comp. Classified		$ 415	348			
0116820120000	20281	Cash in Lieu Certified		$ 1,000	500			
0116820120000	20282	Cash in Lieu Classfied						
0116820120000	20291	Life Insurance Certified		$ 140	117			
0116820120000	20292	Life Insurance Classified		$ 187	192			
0116820120000	20320	Professional Educational Services		$ 4,950	4,950			
0116820120000	20330	Employee Training and Development Services						
0116820120000	20333	Mileage Paid to Staff						
0116820120000	20563	Tuition to Private Schools						
0116820120000	20569	Tuition - Other		$ 59,400	59,400			
0116820120000	20610	General Supplies		$ 764	764			
0116820120000	20640	Books and Periodicals						
0116820120000	20733	Furniture and Fixtures						
0116820120000	20734	Technology-Related Hardware						
TOTAL				$ 346,973	397,870	14.7%		
0116820129100		SPED 3-5						
0116820129100	20111	Salary Certified						
0116820129100	20112	Salary Classified						
0116820129100	20113	Salary Substitute						
0116820129100	20211	Health Ins. Certified		$ -				
0116820129100	20212	Health Ins. Classified		$ -				
0116820129100	20221	Soc. Sec. Certified		$ -				
0116820129100	20222	Soc. Sec. Classified		$ -				
0116820129100	20223	Soc. Sec. Substitute		$ -				
0116820129100	20231	Retirement Certified		$ -				
0116820129100	20232	Retirement Classified						
0116820129100	20251	Tuition Reimbursement						
0116820129100	20261	Unemployment Certified						
0116820129100	20262	Unemployment Classified						
0116820129100	20271	Worker's Comp. Certified		$ -				
0116820129100	20272	Worker's Comp. Classified		$ -				
0116820129100	20281	Cash in Lieu Certified						
0116820129100	20282	Cash in Lieu Classfied						

0116820129100	20291	Life Insurance Certified						
0116820129100	20292	Life Insurance Classified						
0116820129100	20320	Professional Educational Services						
0116820129100	20330	Employee Training and Development Services						
0116820129100	20561	Tuition to Other School Districts Within the State						
	20610	General Supplies						
0116820129100	20630	Food		$ 2,415	2,415			
TOTAL				$ 2,415	2,415	0.0%		
0116820129200		SPED BIRTH TO 2						
0116820129200	20111	Salary Certified		$ 29,505	30,788			
0116820129200	20112	Salary Classified						
0116820129200	20211	Health Ins. Certified		$ 106	111			
0116820129200	20212	Health Ins. Classified		$ -	0			
0116820129200	20221	Soc. Sec. Certified		$ 2,257	2,355			
0116820129200	20222	Soc. Sec. Classified		$ -	0			
0116820129200	20231	Retirement Certified		$ 2,914	3,041			
0116820129200	20232	Retirement Classified		$ -	0			
0116820129200	20251	Tuition Reimbursement						
0116820129200	20261	Unemployment Certified						
0116820129200	20262	Unemployment Classified						
0116820129200	20271	Worker's Comp. Certified		$ 183	191			
0116820129200	20272	Worker's Comp. Classified		$ -	0			
0116820129200	20281	Cash in Lieu Certified			500			
0116820129200	20282	Cash in Lieu Classfied						
0116820129200	20291	Life Insurance Certified			24			
0116820129200	20292	Life Insurance Classified						
0116820129200	20320	Professional Educational Services						
0116820129200	20330	Employee Training and Development Services						
0116820129200	20333	Mileage Paid to Staff						
	20610	General Supplies						
0116820129200	20734	Technology-Related Hardware						
0116820129200	20735	Technology Software						
TOTAL				$ 34,965	37,010	5.8%		
0116820130000		SUMMER SCHOOL						
0116820130000	20111	Salary Certified						
0116820130000	20112	Salary Classified						
0116820130000	20211	Health Ins. Certified		$ -	0			
0116820130000	20212	Health Ins. Classified		$ -	0			
0116820130000	20221	Soc. Sec. Certified		$ -	0			
0116820130000	20222	Soc. Sec. Classified		$ -	0			
0116820130000	20231	Retirement Certified		$ -	0			
0116820130000	20232	Retirement Classified		$ -	0			
0116820130000	20271	Worker's Comp. Certified		$ -	0			
0116820130000	20272	Worker's Comp. Classified		$ -	0			
0116820130000	20281	Cash in Lieu Certified						
0116820130000	20282	Cash in Lieu Classfied						
0116820130000	20291	Life Insurance Certified						
0116820130000	20292	Life Insurance Classified						
0116820130000	20610	General Supplies						
0116820130000	20630	Food						
0116820130000	20640	Books and Periodicals						

TOTAL				$ -	0			
0116820211000		SOCIAL WORK/ATTENDANCE						
0116820211000	20111	Salary Certified		$ 8,550	9,097			
0116820211000	20211	Health Ins. Certified		$ 31	2,541			
0116820211000	20221	Soc. Sec. Certified		$ 654	696			
0116820211000	20231	Retirement Certified		$ 844	899			
0116820211000	20251	Tuition Reimbursement						
0116820211000	20261	Unemployment Certified						
0116820211000	20271	Worker's Comp. Certified		$ 53	56			
0116820211000	20281	Cash in Lieu Certified						
0116820211000	20291	Life Insurance Certified			6			
0116820211000	20320	Professional Educational Services		$ 30	30			
0116820211000	20333	Mileage Paid to Staff		$ 42	42			
0116820211000	20610	General Supplies		$ 24	24			
TOTAL				$ 10,228	13,391	30.9%		
0116820212000		GUIDANCE SERVICES						
0116820212000	20111	Salary Certified		$ 38,778	40,383			
0116820212000	20211	Health Ins. Certified		$ 3,956	12,183			
0116820212000	20221	Soc. Sec. Certified		$ 2,967	3,089			
0116820212000	20231	Retirement Certified		$ 3,830	3,989			
0116820212000	20261	Unemployment Certified						
0116820212000	20271	Worker's Comp. Certified		$ 240	250			
0116820212000	20281	Cash in Lieu Certified						
0116820212000	20291	Life Insurance Certified		$ 9	29			
0116820212000	20320	Professional Educational Services		$ 33	3,500	Arbor		
0116820212000	20333	Mileage Paid to Staff		$ 46	46			
0116820212000	20610	General Supplies		$ 26	26			
TOTAL				$ 49,885	63,496	27.3%		
0116820213000		HEALTH SERVICES						
0116820213000	20111	Salary Certified		$ 5,093	14,028			
0116820213000	20112	Salary Classified		$ 16,826	17,133			
0116820213000	20211	Health Ins. Certified		$ 18	2,700			
0116820213000	20212	Health Ins. Classified		$ 61	62			
0116820213000	20221	Soc. Sec. Certified		$ 390	1,073			
0116820213000	20222	Soc. Sec. Classified		$ 1,287	1,311			
0116820213000	20231	Retirement Certified		$ 503	1,386			
0116820213000	20232	Retirement Classified		$ 1,662	1,692			
0116820213000	20251	Tuition Reimbursement						
0116820213000	20261	Unemployment Certified						
0116820213000	20262	Unemployment Classified						
0116820213000	20271	Worker's Comp. Certified		$ 18	51			
0116820213000	20272	Worker's Comp. Classified		$ 104	106			
0116820213000	20281	Cash in Lieu Certified						
0116820213000	20282	Cash in Lieu Classfied						
0116820213000	20291	Life Insurance Certified			12			
0116820213000	20292	Life Insurance Classified		$ 46	47			
0116820213000	20330	Employee Training and Development Services		$ 79	79			
0116820213000	20333	Mileage Paid to Staff		$ 46	46			
0116820213000	20610	General Supplies		$ 476	476			
TOTAL				$ 26,610	40,201	51.1%		
0116820214100		PSYCH SERVICES SCHOOL AGE						
0116820214100	20111	Salary Certified			22,912			
0116820214100	20211	Health Ins. Certified		$ -	5,639			

0116820214100	20221	Soc. Sec. Certified		$ -	1,753			
0116820214100	20231	Retirement Certified		$ -	2,263			
0116820214100	20251	Tuition Reimbursement						
0116820214100	20261	Unemployment Certified						
0116820214100	20271	Worker's Comp. Certified		$ -	142			
0116820214100	20281	Cash in Lieu Certified						
0116820214100	20291	Life Insurance Certified			19			
0116820214100	20330	Employee Training and Development Services		$ 50	50			
0116820214100	20333	Mileage Paid to Staff		$ 33	33			
0116820214100	20610	General Supplies		$ 363	363			
TOTAL				$ 446	33,174	7346.4%		
0116820215000		SPEECH PATHOLOGY						
0116820215000	20111	Salary Certified						
0116820215000	20211	Health Ins. Certified		$ -				
0116820215000	20221	Soc. Sec. Certified		$ -				
0116820215000	20231	Retirement Certified		$ -				
0116820215000	20251	Tuition Reimbursement						
0116820215000	20261	Unemployment Certified						
0116820215000	20271	Worker's Comp. Certified		$ -				
0116820215000	20281	Cash in Lieu Certified						
0116820215000	20291	Life Insurance Certified						
0116820215000	20333	Mileage Paid to Staff						
0116820215000	20340	Other Professional Services		$ 2,112				
0116820215000	20610	General Supplies		$ 73				
TOTAL				$ 2,185				
0116820215100		SPEECH/AUD SCHOOL AGE						
0116820215100	20111	Salary Certified						
0116820215100	20112	Salary Classified						
0116820215100	20113	Salary Substitute						
0116820215100	20132	Overtime						
0116820215100	20211	Health Ins. Certified		$ -				
0116820215100	20221	Soc. Sec. Certified		$ -				
0116820215100	20222	Soc. Sec. Classified		$ -				
0116820215100	20223	Soc. Sec. Substitute		$ -				
0116820215100	20231	Retirement Certified		$ -				
0116820215100	20232	Retirement Classified		$ -				
0116820215100	20251	Tuition Reimbursement						
0116820215100	20261	Unemployment Certified						
0116820215100	20262	Unemployment Classified						
0116820215100	20271	Worker's Comp. Certified		$ -				
0116820215100	20272	Worker's Comp. Classified		$ -				
0116820215100	20281	Cash in Lieu Certified						
0116820215100	20282	Cash in Lieu Classfied						
0116820215100	20291	Life Insurance Certified						
0116820215100	20292	Life Insurance Classified						
0116820215100	20320	Professional Educational Services						
0116820215100	20330	Employee Training and Development Services						
0116820215100	20333	Mileage Paid to Staff						
TOTAL				$ -	0			
0116820218100		VISION SERVICES SPED						
0116820218100	20320	Professional Educational Services		$ -	0			
TOTAL				$ -	0			

0116820221100		SCHOOL IMPROVEMENT						
0116820221100	20111	Salary Certified						
0116820221100	20211	Health Ins. Certified		$ -				
0116820221100	20221	Soc. Sec. Certified		$ -				
0116820221100	20231	Retirement Certified		$ -				
0116820221100	20251	Tuition Reimbursement						
0116820221100	20261	Unemployment Certified						
0116820221100	20271	Worker's Comp. Certified		$ -				
0116820221100	20281	Cash in Lieu Certified						
0116820221100	20291	Life Insurance Certified						
0116820221100	20320	Professional Educational Services						
0116820221100	20330	Employee Training and Development Services						
0116820221100	20332	Mileage Paid to Parents						
0116820221100	20333	Mileage Paid to Staff						
0116820221100	20540	Advertising						
0116820221100	20610	General Supplies						
0116820221100	20733	Furniture and Fixtures						
0116820221100	20810	Dues and Fees						
TOTAL				$ -	0			
0116820222000		LIBRARY/MEDIA SERVICES						
0116820222000	20111	Salary Certified		$ 20,232	21,194			
0116820222000	20112	Salary Classified		$ 15,189	15,102			
0116820222000	20113	Salary Substitute						
0116820222000	20211	Health Ins. Certified		$ 3,008	3,166			
0116820222000	20212	Health Ins. Classified		$ 7,555	$ 54			
0116820222000	20221	Soc. Sec. Certified		$ 1,548	1,621			
0116820222000	20222	Soc. Sec. Classified		$ 1,162	1,155			
0116820222000	20223	Soc. Sec. Substitute		$ -	0			
0116820222000	20231	Retirement Certified		$ 1,998	2,093			
0116820222000	20232	Retirement Classified		$ 1,500	1,492			
0116820222000	20251	Tuition Reimbursement						
0116820222000	20261	Unemployment Certified						
0116820222000	20262	Unemployment Classified						
0116820222000	20271	Worker's Comp. Certified		$ 125	131			
0116820222000	20272	Worker's Comp. Classified		$ 94	94			
0116820222000	20281	Cash in Lieu Certified						
0116820222000	20282	Cash in Lieu Classfied						
0116820222000	20291	Life Insurance Certified		$ 18	18			
0116820222000	20292	Life Insurance Classified		$ 46	46			
0116820222000	20610	General Supplies		$ 200	200			
0116820222000	20640	Books and Periodicals		$ 3,300	3,300			
0116820222000	20642	Audio-Visual Materials		$ 100	100			
TOTAL				$ 56,076	49,767	-11.2%		
0116820223000		TECHNOLOGY-INSTRUTION						
0116820223000	20642	Audio-Visual Materials						
TOTAL				$ -	0			
0116820241000		OFFICE OF THE PRINCIPAL						
0116820241000	20110	Salary Classified		$ 25,828	26,158			
0116820241000	20111	Salary Certified		$ 85,000	91,050			
0116820241000	20210	Health Ins. Classified		$ 7,428	6,524			
0116820241000	20211	Health Ins. Certified		$ 1,639	8,029			
0116820241000	20220	Soc. Sec. Classified		$ 1,976	2,001			
0116820241000	20221	Soc. Sec. Certified		$ 6,503	6,965			

0116820241000	20230	Retirement Classified		$ 2,551	2,584			
0116820241000	20231	Retirement Certified		$ 8,395	8,993			
0116820241000	20251	Tuition Reimbursement						
0116820241000	20260	Unemployment Classified						
0116820241000	20261	Unemployment Certified						
0116820241000	20270	Worker's Comp. Classified		$ 160	162			
0116820241000	20271	Worker's Comp. Certified		$ 527	565			
0116820241000	20280	Cash in Lieu Classfied			1,000			
0116820241000	20281	Cash in Lieu Certified						
0116820241000	20290	Life Insurance Classified		$ 46	46			
0116820241000	20291	Life Insurance Certified		$ 46	280			
0116820241000	20333	Mileage Paid to Staff		$ 1,000	1,000			
0116820241000	20810	Dues and Fees		$ 650	650			
TOTAL				$ 141,749	156,007	10.1%		
0116820261000		OPERATIONS OF BUILDING						
0116820261000	20110	Salary Custodial/Maint.		$ 55,215	56,264			
0116820261000	20120	Salary Temp.						
0116820261000	20130	Overtime			5,000			
0116820261000	20210	Health Ins. Custodial/Maint.		$ 29,960	31,485			
0116820261000	20220	Soc. Sec. Custodial/Maint.		$ 4,224	4,304			
0116820261000	20230	Retirement Custodial/Main.		$ 5,459	5,563			
0116820261000	20260	Unemployment Custodial/Maint.						
0116820261000	20270	Worker's Comp. Custodial/Maint.		$ 342	349			
	20280	Cash in Lieu Classfied						
0116820261000	20290	Life Insurance Custodial/Maint.		$ 93	93			
0116820261000	20340	Other Professional Services		$ 660	660			
0116820261000	20352	Other Technical Services		$ 198	198			
0116820261000	20530	Communications		$ 99	99			
0116820261000	20610	General Supplies		$ 5,940	5,940			
0116820261000	20621	Natural Gas		$ 13,200	13,200			
0116820261000	20622	Electricity		$ 54,450	54,450			
0116820261000	20629	Other(water)		$ 4,620	4,950			
0116820261000	20730	Equipment		$ 660	660			
TOTAL				$ 175,120	183,215	4.6%		
0116820262000		MAINTENANCE OF BUILDINGS						
0116820262000	20110	Salary Custodial/Maint.						
0116820262000	20120	Salary Temp.						
0116820262000	20130	Overtime						
0116820262000	20210	Health Ins. Custodial/Maint.		$ -				
0116820262000	20220	Soc. Sec. Custodial/Maint.		$ -				
0116820262000	20230	Retirement Custodial/Main.		$ -				
0116820262000	20271	Worker's Comp. Custodial/Maint.		$ -				
0116820262000	20280	Cash in Lieu Classfied						
0116820262000	20290	Life Insurance Custodial/Maint.						
0116820262000	20352	Other Technical Services		$ 5,280	5,280			
0116820262000	20430	Repairs and Maintenance Services		$ 15,762	15,762			
0116820262000	20520	Property Ins.		$ 8,580	8,580			
0116820262000	20530	Communications		$ 264	264			
0116820262000	20610	General Supplies		$ 66	66			

0116820262000	20730	Equipment		$ 198	198			
0116820262000	20733	Furniture and Fixtures						
0116820262000	20810	Dues and Fees						
TOTAL				$ 30,150	30,150	0.0%		
011682026600		SECURITY						
0116820266000	20330	Professional Development		$ 66	66			
0116820266000	20340	School Resource Officer		$ 3,300	3,300			
0116820266000	20610	General Supplies		$ 594	594			
TOTAL				$ 3,960	3,960	0.0%		
0116820350000		Learning Community Grant						
0116820350000	20111	Salary Certified						
0116820350000	20211	Health Ins. Certified		$ -				
0116820350000	20221	Soc. Sec. Certified		$ -				
0116820350000	20231	Retirement Certified		$ -				
0116820350000	20261	Unemployment Certified						
0116820350000	20271	Worker's Comp. Certified		$ -				
0116820350000	20281	Cash in Lieu Certified						
0116820350000	20291	Life Insurance Certified						
TOTAL				$ -	0			
0116820353500		HAL						
0116820353500	20111	Salary Certified		$ 13,066	13,549			
0116820353500	20210	Health Ins. Certified		$ 780	821			
0116820353500	20221	Soc. Sec. Certified		$ 1,000	1,036			
0116820353500	20231	Retirement Certified		$ 1,291	1,338			
0116820353500	20251	Tuition Reimbursement						
0116820353500	20261	Unemployment Certified						
0116820353500	20271	Worker's Comp. Certified		$ 81	84			
0116820353500	20281	Cash in Lieu Certified						
0116820353500	20291	Life Insurance Certified		$ 10	10			
0116820353500	20333	Mileage Paid to Staff		$ 13	13			
0116820353500	20320	Professional Educational Services						
0116820353500	20610	General Supplies		$ 382	382			
TOTAL				$ 16,622	17,234	3.7%		
0116820354000		STATE EARLY CHILDHOOD						
0116820354000	20111	Salary Certified						
0116820354000	20112	Salary Classified						
0116820354000	20113	Salary Substitute						
0116820354000	20211	Health Ins. Certified		$ -	0			
0116820354000	20212	Health Ins. Classified		$ -	0			
0116820354000	20221	Soc. Sec. Certified		$ -	0			
0116820354000	20222	Soc. Sec. Classified		$ -	0			
0116820354000	20223	Soc. Sec. Substitute		$ -	0			
0116820354000	20231	Retirement Certified		$ -	0			
0116820354000	20232	Retirement Classified		$ -	0			
0116820354000	20251	Tuition Reimbursement						
0116820354000	20261	Unemployment Certified						
0116820354000	20262	Unemployment Classified						
0116820354000	20271	Worker's Comp. Certified		$ -	0			
0116820354000	20272	Worker's Comp. Classified		$ -	0			
0116820354000	20281	Cash in Lieu Certified						
0116820354000	20282	Cash in Lieu Certified						
0116820354000	20291	Life Insurance Certified						
0116820354000	20292	Life Insurance Classified						
0116820354000	20333	Mileage Paid to Staff						

TOTAL				$ -	0			
0116820620000		TITLE 1 PART A BASIC PROG						
0116820620000	20111	Salary Certified		$ 31,612	32,747			
0116820620000	20112	Salary Classified		$ 14,453	14,892			
0116820620000	20113	Salary Substitute			1,400			
0116820620000	20211	Health Ins. Certified		$ 9,656	10,149			
0116820620000	20212	Health Ins. Classified		$ 52	54			
0116820620000	20221	Soc. Sec. Certified		$ 2,418	2,505			
0116820620000	20222	Soc. Sec. Classified		$ 1,106	1,139			
0116820620000	20223	Soc. Sec. Substitute		$ -	107			
0116820620000	20231	Retirement Certified		$ 3,122	3,234			
0116820620000	20232	Retirement Classified		$ 1,428	1,471			
0116820620000	20251	Tuition Reimbursement						
0116820620000	20261	Unemployment Certified						
0116820620000	20262	Unemployment Classified						
0116820620000	20271	Worker's Comp. Certified		$ 193	200			
0116820620000	20272	Worker's Comp. Classified		$ 90	92			
0116820620000	20281	Cash in Lieu Certified						
0116820620000	20282	Cash in Lieu Classified						
0116820620000	20291	Life Insurance Certified		$ 23	23			
0116820620000	20292	Life Insurance Classified		$ 46	46			
0116820620000	20320	Professional Educational Services		$ 446	446			
0116820620000	20330	Employee Training and Development Services		$ 157	157			
0116820620000	20333	Mileage Paid to Staff		$ 59	59			
0116820620000	20590	Interagency Purchased Services						
0116820620000	20610	General Supplies		$ 1,273	1,273			
TOTAL				$ 66,133	69,994	5.8%		
0116820621000		TITLE 1 ACCOUNTABILITY						
0116820621000	20111	Salary Certified						
0116820621000	20211	Health Ins. Certified		$ -				
0116820621000	20221	Soc. Sec. Certified		$ -				
0116820621000	20231	Retirement Certified		$ -				
0116820621000	20251	Tuition Reimbursement						
0116820621000	20261	Unemployment Certified						
0116820621000	20271	Worker's Comp. Certified		$ -				
0116820621000	20281	Cash in Lieu Certified						
0116820621000	20291	Life Insurance Certified						
0116820621000	20320	Professional Educational Services		$ 4,653	4,653			
0116820621000	20330	Employee Training and Development Services						
0116820621000	20610	General Supplies		$ 1,129	1,129			
TOTAL				$ 5,782	5,782	0.0%		
0116820631000		TITLE 2 EFFECTIVE INSTR.						
0116820631000	20111	Salary Certified		$ 39,340				
0116820631000	20113	Salary Substitute						
0116820631000	20211	Health Ins. Certified		$ 19,226				
0116820631000	20221	Soc. Sec. Certified		$ 3,010				
0116820631000	20223	Soc. Sec. Classified		$ -				
0116820631000	20231	Retirement Certified		$ 3,886				
0116820631000	20251	Tuition Reimbursement						
0116820631000	20261	Unemployment Certified						
0116820631000	20271	Worker's Comp. Certified		$ 244				

0116820631000	20281	Cash in Lieu Certified						
0116820631000	20291	Life Insurance Certified		$ 46	46			
0116820631000	20320	Professional Educational Services		$ 555	4,894			
0116820631000	20330	Employee Training and Development Services		$ 44	44			
0116820631000	20610	General Supplies						
TOTAL				$ 66,349	4,984	-92.5%		
0116820640400		IDEA BIRTH THROUGH 4						
0116820640400	20111	Salary Certified		$ 66,738	70,479			
0116820640400	20112	Salary Classified						
0116820640400	20113	Salary Substitute			500			
0116820640400	20211	Health Ins. Certified		$ 14,964	16,148			
0116820640400	20212	Health Ins. Classified		$ -	0			
0116820640400	20221	Soc. Sec. Certified		$ 5,105	5,392			
0116820640400	20222	Soc. Sec. Classified		$ -	0			
0116820640400	20223	Soc. Sec. Substitute		$ -	38			
0116820640400	20231	Retirement Certified		$ 6,592	6,961			
0116820640400	20232	Retirement Classified		$ -	0			
0116820640400	20251	Tuition Reimbursement						
0116820640400	20261	Unemployment Certified						
0116820640400	20262	Unemployment Classified						
0116820640400	20271	Worker's Comp. Certified		$ 414	437			
0116820640400	20272	Worker's Comp. Classified		$ -	0			
0116820640400	20281	Cash in Lieu Certified						
0116820640400	20282	Cash in Lieu Classified						
0116820640400	20291	Life Insurance Certified		$ 46	46			
0116820640400	20292	Life Insurance Classified						
0116820640400	20333	Mileage Paid to Staff						
TOTAL				$ 93,859	100,001	6.5%		
0116820640600		IDEA PRESCHOOL BASE						
0116820640600	20111	Salary Certified						
0116820640600	20112	Salary Classified						
0116820640600	20113	Salary Substitute						
0116820640600	20211	Health Ins. Certified		$ -	0			
0116820640600	20212	Health Ins. Classified		$ -	0			
0116820640600	20221	Soc. Sec. Certified		$ -	0			
0116820640600	20222	Soc. Sec. Classified		$ -	0			
0116820640600	20223	Soc. Sec. Substitute		$ -	0			
0116820640600	20231	Retirement Certified		$ -	0			
0116820640600	20232	Retirement Classified		$ -	0			
0116820640600	20251	Tuition Reimbursement						
0116820640600	20261	Unemployment Certified						
0116820640600	20262	Unemployment Classified						
0116820640600	20271	Worker's Comp. Certified		$ -	0			
0116820640600	20272	Worker's Comp. Classified		$ -	0			
0116820640600	20281	Cash in Lieu Certified						
0116820640600	20282	Cash in Lieu Classified						
0116820640600	20291	Life Insurance Certified						
0116820640600	20292	Life Insurance Certified						
TOTAL				$ -	0			
0116820641000		IDEA E/P						
0116820641000	20111	Salary Certified		$ -				
0116820641000	20112	Salary Classified		$ 24,389	24,389			
0116820641000	20113	Salary Substitute						

0116820641000	20132	Overtime						
0116820641000	20211	Health Ins. Certified		$ -	0			
0116820641000	20212	Health Ins. Classified		$ 88	88			
0116820641000	20221	Soc. Sec. Certified		$ -	0			
0116820641000	20222	Soc. Sec. Classified		$ 1,866	1,866			
0116820641000	20223	Soc. Sec. Substitute		$ -	0			
0116820641000	20231	Retirement Certified		$ -	0			
0116820641000	20232	Retirement Classified		$ 2,409	2,409			
0116820641000	20251	Tuition Reimbursement						
0116820641000	20261	Unemployment Certified						
0116820641000	20262	Unemployment Classified						
0116820641000	20271	Worker's Comp. Certified		$ -	0			
0116820641000	20272	Worker's Comp. Classified		$ 151	151			
0116820641000	20281	Cash in Lieu Certified						
0116820641000	20282	Cash in Lieu Classified						
0116820641000	20291	Life Insurance Certified						
0116820641000	20292	Life Insurance Classified		$ 93	47			
0116820641000	20320	Professional Educational Services		$ 10,418	10,418			
0116820641000	20610	General Supplies		$ 225	225			
TOTAL				$ 39,638	39,592	-0.1%		
0116820641200		IDEA PART B PROPOR.						
0116820641200	20320	Professional Educational Services						
TOTAL				$ -	0			
0116820692500		TITLE 3 ENG. LANG. ACQ.						
0116820692500	20111	Salary Certified						
0116820692500	20112	Salary Classified						
0116820692500	20113	Salary Substitute						
0116820692500	20211	Health Ins. Certified		$ -				
0116820692500	20212	Health Ins. Classified		$ -				
0116820692500	20221	Soc. Sec. Certified		$ -				
0116820692500	20222	Soc. Sec. Classified		$ -				
0116820692500	20223	Soc. Sec. Substitute		$ -				
0116820692500	20231	Retirement Certified		$ -				
0116820692500	20232	Retirement Classified		$ -				
0116820692500	20251	Tuition Reimbursement						
0116820692500	20261	Unemployment Certified						
0116820692500	20262	Unemployment Classified						
0116820692500	20272	Worker's Comp. Certified		$ -				
0116820692500	20273	Worker's Comp. Classified		$ -				
0116820692500	20281	Cash in Lieu Certified						
0116820692500	20282	Cash in Lieu Classified						
0116820692500	20291	Life Insurance Certified						
0116820692500	20292	Life Insurance Classified						
0116820692500	20320	Professional Educational Services		$ 270	270			
0116820692500	20330	Employee Training and Development Services		$ 47	47			
0116820692500	20610	General Supplies		$ 2,482	2,482			
TOTAL				$ 2,799	2,799	0.0%		
0616820310000		FOOD SERVICE						
0616820310000	20110	Salary Food Service		$ 29,287	30,055			
0616820310000	20130	Overtime						
0616820310000	20210	Health Ins. Food Service		$ 105	108			
0616820310000	20221	Soc. Sec. Food Service		$ 2,240	2,299			

0616820310000	20230	Retirement Food Service		$ 2,893	2,969			
0616820310000	20260	Unemployment Food Service						
0616820310000	20270	Worker's Comp. Food Service		$ 182	186			
0616820310000	20280	Cash in Lieu Classfied						
0616820310000	20290	Life Insurance Food Service		$ 93	93			
0616820310000	20333	Mileage Paid to Staff						
0616820310000	20340	Other Professional Services						
0616820310000	20530	Communications						
0616820310000	20610	General Supplies						
0616820310000	20733	Furniture and Fixtures						
TOTAL				$ 34,800	35,710	2.6%		
Title IV Student Support and Academic Enrichment								
0116820696900	20111	Salary Certified						
0116820696900	20112	Salary Classified						
0116820696900	20113	Salary Substitute						
0116820696900	20211	Health Ins. Certified		$ -				
0116820696900	20212	Health Ins. Classified		$ -				
0116820696900	20221	Soc. Sec. Certified		$ -				
0116820696900	20222	Soc. Sec. Classified		$ -				
0116820696900	20223	Soc. Sec. Substitute		$ -				
0116820696900	20231	Retirement Certified		$ -				
0116820696900	20232	Retirement Classified		$ -				
0116820696900	20251	Tuition Reimbursement						
0116820696900	20261	Unemployment Certified						
0116820696900	20262	Unemployment Classified						
0116820696900	20272	Worker's Comp. Certified		$ -				
0116820696900	20273	Worker's Comp. Classified		$ -				
0116820696900	20281	Cash in Lieu Certified						
0116820696900	20282	Cash in Lieu Classified						
0116820696900	20291	Life Insurance Certified						
0116820696900	20292	Life Insurance Classified						
0116820696900	20320	Professional Educational Services						
0116820696900	20330	Employee Training and Development Services						
0116820696900	20610	General Supplies						
TOTAL				$ -	0			
CATEGORICAL RECEIPTS McKinney-Vento								
0116820699000	20111	Salary Certified						
0116820699000	20211	Health Ins. Certified		$ -				
0116820699000	20221	Soc. Sec. Certified		$ -				
0116820699000	20231	Retirement Certified		$ -				
0116820699000	20261	Unemployment Certified						
0116820699000	20271	Worker's Comp. Certified		$ -				
0116820699000	20281	Cash in Lieu Certified						
0116820699000	20291	Life Insurance Certified						
TOTAL				$ -	0			

	Totals	
	913381	975793
	413594	510670
	90683	121048
	56076	49767
	0	0
	141749	156007
	0	0
	175120	183215
	30150	30150
	0	0
	0	0
	141063	83560
	133497	139593
	1820753	2026649

WILDEWOOD ELEMENTARY

org code	account code	Description	Amount					
0116920110000		REGULAR EDUCATION						
0116920110000	20111	Salary Certified		$ 493,329	515,335			Regular Educatio
0116920110000	20112	Salary Classified		$ 30,284	47,951			SPED
0116920110000	20113	Salary Substitute		$ 24,000	15,000			Pupil Services
0116920110000	20151	Unit Pay		$ 7,500	6,384			Staff Services
0116920110000	20152	Unit Pay Classified						General Admin.
0116920110000	20211	Health Ins. Certified		$ 81,500	108,309			School Admin
0116920110000	20212	Health Ins. Classified		$ 109	173			Fiscal
0116920110000	20221	Soc. Sec. Certified		$ 37,740	39,423			Operations
0116920110000	20222	Soc. Sec. Classified		$ 2,317	3,668			Maintenance
0116920110000	20223	Soc. Sec. Substitute		$ 1,836	1,148			Transportation
0116920110000	20231	Retirement Certified		$ 48,726	50,900			Early Childhood
0116920110000	20232	Retirement Classified		$ 2,991	4,736			Title
0116920110000	20251	Tuition Reimbursement						IDEA
0116920110000	20261	Unemployment Certified						BOE
0116920110000	20262	Unemployment Classified						
0116920110000	20271	Worker's Comp. Certified		$ 3,059	3,195			TOTAL
0116920110000	20272	Worker's Comp. Classified		$ 188	297			
0116920110000	20281	Cash in Lieu certified		$ 1,549	2,500			
0116920110000	20282	Cash in lieu classfied						
0116920110000	20291	Life Insurance Certified		$ 353	445			
0116920110000	20292	Life Insurance Classified		$ 140	188			
0116920110000	20330	Employee Training and Development Services		$ 2,000	2,000			
0116920110000	20333	Mileage Paid to Staff		$ 240	240			
0116920110000	20340	Other Professional Services(Outdoor Ed.)		$ 5,480	5,480			
0116920110000	20531	Postage		$ 900	900			
0116920110000	20610	General Supplies		$ 11,875	11,875			
0116920110000	20640	Books and Periodicals		-	800			
0116920110000	20650	Supplies - Technology Related		$ 500	500			
0116920110000	20733	Furniture and Fixtures		$ 1,000	1,000			
0116920110000	20734	Technology-Related Hardware		$ 500	500			
0116920110000	20810	Dues and Fees		$ -	0			
0116920110001	20330	Employee Train		$ 1,600	1,600			
0116920110001	20610	Curricular Supplies			1,600			
0116920110001	20640	Books and Periodicals		$ 20,000	21,600			
0116920110001	20734	Hardware Technology Related		$ 20,000	20,000			
0116920110050	20610	Sci. Supplies		$ 200	200			
0116920110068	20610	PE Supplies		$ 600	600			
0116920110090	20610	Art Supplies		$ 1,000	1,000			
0116920110093	20610	Vocal Music Supplies		$ 300	300			
0116920110094	20610	Band Supplies		$ 2,000	2,000			
TOTAL				$ 803,815	871,847	8.5%		
0116920112500		FLEX FUNDING						
0116920112500	20111	Salary Certified						
0116920112500	20112	Salary Classified						
0116920112500	20211	Health Ins. Certified		$ -	0			
0116920112500	20221	Soc. Sec. Certified		$ -	0			
0116920112500	20231	Retirement Certified		$ -	0			
0116920112500	20261	Unemployment Certified						
0116920112500	20271	Worker's Comp. Certified		$ -	0			

0116920112500	20281	Cash in Lieu certified						
0116920112500	20291	Life Insurance Certified						
0116920112500	20610	General Supplies						
TOTAL				$ -	0			
0116920115000		LEP						
0116920115000	20111	Salary Certified						
0116920115000	20112	Salary Classified						
0116920115000	20113	Salary Substitute		$ -				
0116920115000	20211	Health Ins. Certified		$ -				
0116920115000	20212	Health Ins. Classified		$ -				
0116920115000	20221	Soc. Sec. Certified		$ -				
0116920115000	20222	Soc. Sec. Classified		$ -				
0116920115000	20223	Soc. Sec. Substitute		$ -				
0116920115000	20231	Retirement Certified		$ -				
0116920115000	20232	Retirement Classified		$ -				
0116920115000	20251	Tuition Reimbursement						
0116920115000	20261	Unemployment Certified						
0116920115000	20262	Unemployment Classified						
0116920115000	20271	Worker's Comp. Certified		$ -				
0116920115000	20272	Worker's Comp. Classified		$ -				
0116920115000	20281	Cash in Lieu certified						
0116920115000	20282	Cash in lieu classfied						
0116920115000	20291	Life Insurance Certified						
0116920115000	20292	Life Insurance Classified						
0116920115000	20320	Professional Educational Services						
0116920115000	20330	Employee Training and Development Services						
0116920115000	20333	Mileage Paid to Staff						
0116920115000	20610	General Supplies		$ 5,600	5,600			
0116920115000	20640	Books and Periodicals						
0116920115000	20650	Supplies - Technology Related						
0116920115000	20734	Technology-Related Hardware						
TOTAL				$ 5,600	5,600	0.0%		
0116920116000		POVERTY						
0116920116000	20111	Salary Certified		$ 317,179	346,186			
0116920116000	20112	Salary Classified						
0116920116000	20113	Salary Substitute		$ 7,200	10,000			
0116920116000	20211	Health Ins. Certified		$ 100,125	61,451			
0116920116000	20212	Health Ins. Classified		$ -	0			
0116920116000	20221	Soc. Sec. Certified		$ 24,264	26,483			
0116920116000	20222	Soc. Sec. Classified		$ -	0			
0116920116000	20223	Soc. Sec. Substitute		$ 551	765			
0116920116000	20231	Retirement Certified		$ 31,328	34,193			
0116920116000	20232	Retirement Classified		$ -	0			
0116920116000	20251	Tuition Reimbursement						
0116920116000	20261	Unemployment Certified						
0116920116000	20262	Unemployment Classified						
0116920116000	20271	Worker's Comp. Certified		$ 1,967	2,146			
0116920116000	20272	Worker's Comp. Classified		$ -	0			
0116920116000	20281	Cash in Lieu certified		$ 2,000	2,666			
0116920116000	20282	Cash in lieu classfied						
0116920116000	20291	Life Insurance Certified		$ 374	328			
0116920116000	20292	Life Insurance Classified						
0116920116000	20610	General Supplies		$ 80	80			

0116920116000	20640	Books and Periodicals						
TOTAL				$ 485,067	484,299	-0.2%		
0116920120000		SPED SCHOOL AGE						
0116920120000	20111	Salary Certified		$ 145,312	193,331			
0116920120000	20112	Salary Classified		$ 11,636				
0116920120000	20113	Salary Substitute		$ 2,880				
0116920120000	20211	Health Ins. Certified		$ 46,027	48,524			
0116920120000	20212	Health Ins. Classified		$ 42				
0116920120000	20221	Soc. Sec. Certified		$ 11,116	14,790			
0116920120000	20222	Soc. Sec. Classified		$ 890	0			
0116920120000	20223	Soc. Sec. Substitute		$ 220	0			
0116920120000	20231	Retirement Certified		$ 14,352	19,095			
0116920120000	20232	Retirement Classified		$ 1,149	0			
0116920120000	20251	Tuition Reimbursement						
0116920120000	20261	Unemployment Certified						
0116920120000	20262	Unemployment Classified						
0116920120000	20271	Worker's Comp. Certified		$ 901	1,199			
0116920120000	20272	Worker's Comp. Classified		$ 72	0			
0116920120000	20281	Cash in Lieu Certified						
0116920120000	20282	Cash in Lieu Classfied						
0116920120000	20291	Life Insurance Certified		$ 140	140			
0116920120000	20292	Life Insurance Classified						
0116920120000	20320	Professional Educational Services		$ 6,825	6,825			
0116920120000	20330	Employee Training and Development Services						
0116920120000	20333	Mileage Paid to Staff						
0116920120000	20563	Tuition to Private Schools						
0116920120000	20569	Tuition - Other		$ 81,900	81,900			
0116920120000	20610	General Supplies		$ 848	848			
0116920120000	20640	Books and Periodicals						
0116920120000	20733	Furniture and Fixtures						
0116920120000	20734	Technology-Related Hardware						
TOTAL				$ 324,312	366,652	13.1%		
0116920129100		SPED 3-5						
0116920129100	20111	Salary Certified						
0116920129100	20112	Salary Classified						
0116920129100	20113	Salary Substitute						
0116920129100	20211	Health Ins. Certified		$ -	0			
0116920129100	20212	Health Ins. Classified		$ -	0			
0116920129100	20221	Soc. Sec. Certified		$ -	0			
0116920129100	20222	Soc. Sec. Classified		$ -	0			
0116920129100	20223	Soc. Sec. Substitute		$ -	0			
0116920129100	20231	Retirement Certified		$ -	0			
0116920129100	20232	Retirement Classified		$ -	0			
0116920129100	20251	Tuition Reimbursement						
0116920129100	20261	Unemployment Certified						
0116920129100	20262	Unemployment Classified						
0116920129100	20271	Worker's Comp. Certified		$ -	0			
0116920129100	20272	Worker's Comp. Classified		$ -	0			
0116920129100	20281	Cash in Lieu Certified						
0116920129100	20282	Cash in Lieu Classfied						
0116920129100	20291	Life Insurance Certified						
0116920129100	20292	Life Insurance Classified						
0116920129100	20320	Professional Educational Services						

0116920129100	20330	Employee Training and Development Services						
0116920129100	20561	Tuition to Other School Districts Within the State						
	20610	General Supplies						
0116920129100	20630	Food		$ 2,415	2,415			
TOTAL				$ 2,415	2,415	0.0%		
0116920129200		SPED BIRTH TO 2						
0116920129200	20111	Salary Certified						
0116920129200	20112	Salary Classified						
0116920129200	20211	Health Ins. Certified		$ -	0			
0116920129200	20212	Health Ins. Classified		$ -	0			
0116920129200	20221	Soc. Sec. Certified		$ -	0			
0116920129200	20222	Soc. Sec. Classified		$ -	0			
0116920129200	20231	Retirement Certified		$ -	0			
0116920129200	20232	Retirement Classified		$ -	0			
0116920129200	20251	Tuition Reimbursement						
0116920129200	20261	Unemployment Certified						
0116920129200	20262	Unemployment Classified						
0116920129200	20271	Worker's Comp. Certified		$ -	0			
0116920129200	20272	Worker's Comp. Classified		$ -	0			
0116920129200	20281	Cash in Lieu Certified						
0116920129200	20282	Cash in Lieu Classfied						
0116920129200	20291	Life Insurance Certified						
0116920129200	20292	Life Insurance Classified						
0116920129200	20320	Professional Educational Services						
0116920129200	20330	Employee Training and Development Services						
0116920129200	20333	Mileage Paid to Staff						
	20610	General Supplies						
0116920129200	20734	Technology-Related Hardware						
0116920129200	20735	Technology Software						
TOTAL				$ -	0			
0116920130000		SUMMER SCHOOL						
0116920130000	20111	Salary Certified						
0116920130000	20112	Salary Classified						
0116920130000	20211	Health Ins. Certified		$ -	0			
0116920130000	20212	Health Ins. Classified		$ -	0			
0116920130000	20221	Soc. Sec. Certified		$ -	0			
0116920130000	20222	Soc. Sec. Classified		$ -	0			
0116920130000	20231	Retirement Certified		$ -	0			
0116920130000	20232	Retirement Classified		$ -	0			
0116920130000	20271	Worker's Comp. Certified		$ -	0			
0116920130000	20272	Worker's Comp. Classified		$ -	0			
0116920130000	20281	Cash in Lieu Certified						
0116920130000	20282	Cash in Lieu Classfied						
0116920130000	20291	Life Insurance Certified						
0116920130000	20292	Life Insurance Classified						
0116920130000	20610	General Supplies						
0116920130000	20630	Food						
0116920130000	20640	Books and Periodicals						
TOTAL				$ -	0			
0116920211000		SOCIAL WORK/ATTENDANCE						
0116920211000	20111	Salary Certified		$ 8,625	9,097			
0116920211000	20211	Health Ins. Certified		$ 31	2,541			

0116920211000	20221	Soc. Sec. Certified		$ 660	696			
0116920211000	20231	Retirement Certified		$ 852	899			
0116920211000	20251	Tuition Reimbursement						
0116920211000	20261	Unemployment Certified						
0116920211000	20271	Worker's Comp. Certified		$ 53	56			
0116920211000	20281	Cash in Lieu Certified						
0116920211000	20291	Life Insurance Certified			6			
0116920211000	20320	Professional Educational Services		$ 30	30			
0116920211000	20333	Mileage Paid to Staff		$ 42	42			
0116920211000	20610	General Supplies		$ 24	24			
TOTAL				$ 10,317	13,391	29.8%		
0116920212000		GUIDANCE SERVICES						
0116920212000	20111	Salary Certified		$ 38,567	40,167			
0116920212000	20211	Health Ins. Certified		$ 7,772	12,184			
0116920212000	20221	Soc. Sec. Certified		$ 2,950	3,073			
0116920212000	20231	Retirement Certified		$ 3,809	3,967			
0116920212000	20261	Unemployment Certified						
0116920212000	20271	Worker's Comp. Certified		$ 239	249			
0116920212000	20281	Cash in Lieu Certified						
0116920212000	20291	Life Insurance Certified		$ 140	140			
0116820212000	20320	Professional Educational Services		$ 33	1,700			
0116920212000	20333	Mileage Paid to Staff		$ 64	64			
0116920212000	20610	General Supplies		$ 961	961			
TOTAL				$ 54,536	62,505	14.6%		
0116920213000		HEALTH SERVICES						
0116920213000	20111	Salary Certified		$ 13,320	14,027			
0116920213000	20112	Salary Classified		$ 14,741	15,102			
0116920213000	20211	Health Ins. Certified		$ 48	2,720			
0116920213000	20212	Health Ins. Classified		$ 53				
0116920213000	20221	Soc. Sec. Certified		$ 1,019	1,073			
0116920213000	20222	Soc. Sec. Classified		$ 1,128	1,155			
0116920213000	20231	Retirement Certified		$ 1,316	1,385			
0116920213000	20232	Retirement Classified		$ 1,456	1,492			
0116920213000	20251	Tuition Reimbursement						
0116920213000	20261	Unemployment Certified						
0116920213000	20262	Unemployment Classified						
0116920213000	20271	Worker's Comp. Certified		$ 83	87			
0116920213000	20272	Worker's Comp. Classified		$ 91	94			
0116920213000	20281	Cash in Lieu Certified						
0116920213000	20282	Cash in Lieu Classfied						
0116920213000	20291	Life Insurance Certified			12			
0116920213000	20292	Life Insurance Classified		$ 46	47			
0116920213000	20330	Employee Training and Development Services		$ 109	109			
0116920213000	20333	Mileage Paid to Staff		$ 64	64			
0116920213000	20610	General Supplies		$ 544	544			
TOTAL				$ 34,016	37,911	11.5%		
0116920214100		PSYCH SERVICES SCHOOL AGE						
0116920214100	20111	Salary Certified		$ 21,296	22,319			
0116920214100	20211	Health Ins. Certified		$ 77	3,160			
0116920214100	20221	Soc. Sec. Certified		$ 1,629	1,707			
0116920214100	20231	Retirement Certified		$ 2,103	2,204			
0116920214100	20251	Tuition Reimbursement						
0116920214100	20261	Unemployment Certified						

0116920214100	20271	Worker's Comp. Certified		$ 132	138			
0116920214100	20281	Cash in Lieu Certified						
0116920214100	20291	Life Insurance Certified			19			
0116920214100	20330	Employee Training and Development Services		$ 68	68			
0116920214100	20333	Mileage Paid to Staff		$ 46	46			
0116920214100	20610	General Supplies		$ 501	501			
TOTAL				$ 25,852	30,163	16.7%		
0116920215000		SPEECH PATHOLOGY						
0116920215000	20111	Salary Certified						
0116920215000	20211	Health Ins. Certified		$ -	0			
0116920215000	20221	Soc. Sec. Certified		$ -	0			
0116920215000	20231	Retirement Certified		$ -	0			
0116920215000	20251	Tuition Reimbursement						
0116920215000	20261	Unemployment Certified						
0116920215000	20271	Worker's Comp. Certified		$ -	0			
0116920215000	20281	Cash in Lieu Certified						
0116920215000	20291	Life Insurance Certified						
0116920215000	20333	Mileage Paid to Staff						
0116920215000	20340	Other Professional Services		$ 2,912	2,912			
0116920215000	20610	General Supplies		$ 100	100			
TOTAL				$ 3,012	3,012	0.0%		
0116920215100		SPEECH/AUD SCHOOL AGE						
0116920215100	20111	Salary Certified						
0116920215100	20112	Salary Classified						
0116920215100	20113	Salary Substitute						
0116920215100	20132	Overtime						
0116920215100	20211	Health Ins. Certified		$ -	0			
0116920215100	20221	Soc. Sec. Certified		$ -	0			
0116920215100	20222	Soc. Sec. Classified		$ -	0			
0116920215100	20223	Soc. Sec. Substitute		$ -	0			
0116920215100	20231	Retirement Certified		$ -	0			
0116920215100	20232	Retirement Classified		$ -	0			
0116920215100	20251	Tuition Reimbursement						
0116920215100	20261	Unemployment Certified						
0116920215100	20262	Unemployment Classified						
0116920215100	20271	Worker's Comp. Certified		$ -	0			
0116920215100	20272	Worker's Comp. Classified		$ -	0			
0116920215100	20281	Cash in Lieu Certified						
0116920215100	20282	Cash in Lieu Classfied						
0116920215100	20291	Life Insurance Certified						
0116920215100	20292	Life Insurance Classified						
0116920215100	20320	Professional Educational Services						
0116920215100	20330	Employee Training and Development Services						
0116920215100	20333	Mileage Paid to Staff						
TOTAL				$ -	0			
0116920218100		VISION SERVICES SPED						
0116920218100	20320	Professional Educational Services		$ -	0			
TOTAL				$ -	0			
0116920221100		SCHOOL IMPROVEMENT						
0116920221100	20111	Salary Certified						
0116920221100	20211	Health Ins. Certified		$ -	0			
0116920221100	20221	Soc. Sec. Certified		$ -	0			

0116920221100	20231	Retirement Certified		$ -	0			
0116920221100	20251	Tuition Reimbursement						
0116920221100	20261	Unemployment Certified						
0116920221100	20271	Worker's Comp. Certified		$ -	0			
0116920221100	20281	Cash in Lieu Certified						
0116920221100	20291	Life Insurance Certified						
0116920221100	20320	Professional Educational Services						
0116920221100	20330	Employee Training and Development Services						
0116920221100	20332	Mileage Paid to Parents						
0116920221100	20333	Mileage Paid to Staff						
0116920221100	20540	Advertising						
0116920221100	20610	General Supplies						
0116920221100	20733	Furniture and Fixtures						
0116920221100	20810	Dues and Fees						
TOTAL				$ -	0			
0116920222000		LIBRARY/MEDIA SERVICES						
0116920222000	20111	Salary Certified		$ 18,265	19,332			
0116920222000	20112	Salary Classified		$ 14,881	15,239			
0116920222000	20113	Salary Substitute						
0116920222000	20211	Health Ins. Certified		$ 7,566	7,570			
0116920222000	20212	Health Ins. Classified		$ 54	55			
0116920222000	20221	Soc. Sec. Certified		$ 1,397	1,479			
0116920222000	20222	Soc. Sec. Classified		$ 1,138	1,166			
0116920222000	20223	Soc. Sec. Substitute		$ -	0			
0116920222000	20231	Retirement Certified		$ 1,804	1,909			
0116920222000	20232	Retirement Classified		$ 1,470	1,505			
0116920222000	20251	Tuition Reimbursement						
0116920222000	20261	Unemployment Certified						
0116920222000	20262	Unemployment Classified						
0116920222000	20271	Worker's Comp. Certified		$ 113	120			
0116920222000	20272	Worker's Comp. Classified		$ 92	94			
0116920222000	20281	Cash in Lieu Certified		$ 500	500			
0116920222000	20282	Cash in Lieu Classfied			500			
0116920222000	20291	Life Insurance Certified		$ 23	24			
0116920222000	20292	Life Insurance Classified		$ 46	47			
0116920222000	20610	General Supplies		$ 150	150			
0116920222000	20640	Books and Periodicals		$ 3,400	3,400			
0116920222000	20642	Audio-Visual Materials		$ 350	350			
TOTAL				$ 51,250	53,440	4.3%		
0116920223000		TECHNOLOGY-INSTRUTION						
0116920223000	20642	Audio-Visual Materials						
TOTAL				$ -	0			
0116920241000		OFFICE OF THE PRINCIPAL						
0116920241000	20110	Salary Classified		$ 22,274	22,697			
0116920241000	20111	Salary Certified		$ 80,600	85,900			
0116920241000	20210	Health Ins. Classified		$ 29,164	1,082			
0116920241000	20211	Health Ins. Certified		$ 290	20,373			
0116920241000	20220	Soc. Sec. Classified		$ 1,704	1,736			
0116920241000	20221	Soc. Sec. Certified		$ 6,166	6,571			
0116920241000	20230	Retirement Classified		$ 2,200	2,242			
0116920241000	20231	Retirement Certified		$ 7,961	8,484			
0116920241000	20251	Tuition Reimbursement						
0116920241000	20260	Unemployment Classified						

0116920241000	20261	Unemployment Certified						
0116920241000	20270	Worker's Comp. Classified		$ 138	141			
0116920241000	20271	Worker's Comp. Certified		$ 500	533			
0116920241000	20280	Cash in Lieu Classfied			1,000			
0116920241000	20281	Cash in Lieu Certified		$ 1,333	0			
0116920241000	20290	Life Insurance Classified		$ 46	46			
0116920241000	20291	Life Insurance Certified		$ 46	280			
0116920241000	20333	Mileage Paid to Staff		$ 1,000	1,000			
0116920241000	20810	Dues and Fees		$ 650	650			
TOTAL				$ 154,071	152,735	-0.9%		
0116920261000		OPERATIONS OF BUILDING						
0116920261000	20110	Salary Custodial/Maint.		$ 55,972	57,825			
0116920261000	20120	Salary Temp.						
0116920261000	20130	Overtime			7,000			
0116920261000	20280	Health Ins. Custodial/Maint.		$ 15,479	16,252			
0116920261000	20220	Soc. Sec. Custodial/Maint.		$ 4,282	$ 4,424			
0116920261000	20230	Retirement Custodial/Main.		$ 5,528	$ 5,711			
0116920261000	20260	Unemployment Custodial/Maint.						
0116920261000	20270	Worker's Comp. Custodial/Maint.		$ 347	$ 359			
0116920261000	20280	Cash in Lieu Classfied						
0116920261000	20290	Life Insurance Custodial/Maint.		$ 94	94			
0116920261000	20340	Other Professional Services		$ 910	910			
0116920261000	20352	Other Technical Services		$ 273	273			
0116920261000	20530	Communications		$ 137	137			
0116920261000	20610	General Supplies		$ 8,190	8,190			
0116920261000	20621	Natural Gas		$ 18,200	18,200			
0116920261000	20622	Electricity		$ 75,075	75,075			
0116920261000	20629	Other (water)		$ 6,370	6,820			
0116920261000	20730	Equipment		$ 910	910			
TOTAL				$ 191,767	202,179	5.4%		
0116920262000		MAINTENANCE OF BUILDINGS						
0116920262000	20110	Salary Custodial/Maint.						
0116920262000	20120	Salary Temp.						
0116920262000	20130	Overtime						
0116920262000	20210	Health Ins. Custodial/Maint.		$ -				
0116920262000	20220	Soc. Sec. Custodial/Maint.		$ -				
0116920262000	20230	Retirement Custodial/Main.		$ -				
0116920262000	20271	Worker's Comp. Custodial/Maint.		$ -				
0116920262000	20280	Cash in Lieu Classfied						
0116920262000	20290	Life Insurance Custodial/Maint.						
0116920262000	20352	Other Technical Services		$ 7,280	$ 7,280			
0116920262000	20430	Repairs and Maintenance Services		$ 15,687	$ 15,687			
0116920262000	20520	Property Ins.		$ 11,830	$ 11,830			
0116920262000	20530	Communications		$ 364	$ 364			
0116920262000	20610	General Supplies		$ 91	$ 91			
0116920262000	20730	Equipment		$ 273	$ 273			
0116920262000	20733	Furniture and Fixtures						
0116920262000	20810	Dues and Fees						
TOTAL				$ 35,525	$ 35,525	0.0%		
011692066000		SECURITY						
0116920266000	20330	Professional Development		$ 91	91			
0116920266000	20340	School Resource Officer		$ 4,550	4,550			
0116920266000	20610	General Supplies		$ 819	819			
TOTAL				$ 5,460	5,460	0.0%		

	1.1692E+11	OTHER STATE CATEGORICAL PROGRAMS Learning Community Grant						
0116920350000	20111	Salary Certified						
0116920350000	20211	Health Ins. Certified		$ -	0			
0116920350000	20221	Soc. Sec. Certified		$ -	0			
0116920350000	20231	Retirement Certified		$ -	0			
0116920350000	20261	Unemployment Certified						
0116920350000	20271	Worker's Comp. Certified		$ -	0			
0116920350000	20281	Cash in Lieu Certified						
0116920350000	20291	Life Insurance Certified						
TOTAL				$ -	0			
0116920353500		HAL						
0116920353500	20111	Salary Certified		$ 22,480	24,845			
0116920353500	20211	Health Ins. Certified		$ 5,367	5,646			
0116920353500	20221	Soc. Sec. Certified		$ 1,720	1,901			
0116920353500	20231	Retirement Certified		$ 2,220	2,454			
0116920353500	20251	Tuition Reimbursement						
0116920353500	20261	Unemployment Certified						
0116920353500	20271	Worker's Comp. Certified		$ 139	154			
0116920353500	20281	Cash in Lieu Certified						
0116920353500	20291	Life Insurance Certified		$ 18	19			
0116920353500	20333	Mileage Paid to Staff		$ 18	18			
0116920353500	20320	Professional Educational Services						
0116920353500	20610	General Supplies		$ 432	432			
TOTAL				$ 32,395	35,469	9.5%		
0116920354000		STATE EARLY CHILDHOOD						
0116920354000	20111	Salary Certified						
0116920354000	20112	Salary Classified						
0116920354000	20113	Salary Substitute						
0116920354000	20211	Health Ins. Certified		$ -	0			
0116920354000	20212	Health Ins. Classified		$ -	0			
0116920354000	20221	Soc. Sec. Certified		$ -	0			
0116920354000	20222	Soc. Sec. Classified		$ -	0			
0116920354000	20223	Soc. Sec. Substitute		$ -	0			
0116920354000	20231	Retirement Certified		$ -	0			
0116920354000	20232	Retirement Classified		$ -	0			
0116920354000	20251	Tuition Reimbursement						
0116920354000	20261	Unemployment Certified						
0116920354000	20262	Unemployment Classified						
0116920354000	20271	Worker's Comp. Certified		$ -	0			
0116920354000	20272	Worker's Comp. Classified		$ -	0			
0116920354000	20281	Cash in Lieu Certified						
0116920354000	20282	Cash in Lieu Certified						
0116920354000	20291	Life Insurance Certified						
0116920354000	20292	Life Insurance Classified						
0116920354000	20333	Mileage Paid to Staff						
TOTAL				$ -	0			
0116920620000		TITLE 1 PART A BASIC PROG						
0116920620000	20111	Salary Certified		$ 35,300	30,072			
0116920620000	20112	Salary Classified						
0116920620000	20113	Salary Substitute						
0116920620000	20211	Health Ins. Certified		$ 10,398	10,139			
0116920620000	20212	Health Ins. Classified						
0116920620000	20221	Soc. Sec. Certified		$ 2,700	2,301			
0116920620000	20222	Soc. Sec. Classified		$ -	0			

0116920620000	20223	Soc. Sec. Substitute		$ -	0			
0116920620000	20231	Retirement Certified		$ 3,487	2,970			
0116920620000	20232	Retirement Classified		$ -	0			
0116920620000	20251	Tuition Reimbursement						
0116920620000	20261	Unemployment Certified						
0116920620000	20262	Unemployment Classified						
0116920620000	20271	Worker's Comp. Certified		$ 219	186			
0116920620000	20272	Worker's Comp. Classified		$ -	0			
0116920620000	20281	Cash in Lieu Certified		$ 100	100			
0116920620000	20282	Cash in Lieu Classified						
0116920620000	20291	Life Insurance Certified		$ 28	28			
0116920620000	20292	Life Insurance Classified						
0116920620000	20320	Professional Educational Services		$ 615	615			
0116920620000	20330	Employee Training and Development Services		$ 217	217			
0116920620000	20333	Mileage Paid to Staff		$ 81	81			
0116920620000	20590	Interagency Purchased Services						
0116920620000	20610	General Supplies		$ 1,755	1,755			
TOTAL				$ 54,900	48,464	-11.7%		
0116920621000		TITLE 1 ACCOUNTABILITY						
0116920621000	20111	Salary Certified						
0116920621000	20211	Health Ins. Certified		$ -				
0116920621000	20221	Soc. Sec. Certified		$ -				
0116920621000	20231	Retirement Certified		$ -				
0116920621000	20251	Tuition Reimbursement						
0116920621000	20261	Unemployment Certified						
0116920621000	20271	Worker's Comp. Certified		$ -				
0116920621000	20281	Cash in Lieu Certified						
0116920621000	20291	Life Insurance Certified						
0116920621000	20320	Professional Educational Services		$ 5,727	5,727			
0116920621000	20330	Employee Training and Development Services						
0116920621000	20610	General Supplies		$ 1,389	1,389			
TOTAL				$ 5,727	5,727	0.0%		
0116920631000		TITLE 2 EFFECTIVE INSTR.						
0116920631000	20111	Salary Certified						
0116920631000	20113	Salary Substitute						
0116920631000	20211	Health Ins. Certified		$ -				
0116920631000	20221	Soc. Sec. Certified		$ -				
0116920631000	20223	Soc. Sec. Classified		$ -				
0116920631000	20231	Retirement Certified		$ -				
0116920631000	20251	Tuition Reimbursement						
0116920631000	20261	Unemployment Certified						
0116920631000	20271	Worker's Comp. Certified		$ -				
0116920631000	20281	Cash in Lieu Certified						
0116920631000	20291	Life Insurance Certified						
0116920631000	20320	Professional Educational Services		$ 683	6,666			
0116920631000	20330	Employee Training and Development Services		$ 54	54			
0116920631000	20610	General Supplies						
TOTAL				$ 737	6,720	811.9%		
0116920640400		IDEA BIRTH THROUGH 4						
0116920640400	20111	Salary Certified		$ 64,278	65,494			
0116920640400	20112	Salary Classified						

0116920640400	20113	Salary Substitute						
0116920640400	20211	Health Ins. Certified		$ 7,566	20,300			
0116920640400	20212	Health Ins. Classified		$ -	0			
0116920640400	20221	Soc. Sec. Certified		$ 4,917	5,010			
0116920640400	20222	Soc. Sec. Classified		$ -	0			
0116920640400	20223	Soc. Sec. Substitute		$ -	0			
0116920640400	20231	Retirement Certified		$ 6,349	6,469			
0116920640400	20232	Retirement Classified		$ -	0			
0116920640400	20251	Tuition Reimbursement						
0116920640400	20261	Unemployment Certified						
0116920640400	20262	Unemployment Classified						
0116920640400	20271	Worker's Comp. Certified		$ 399	406			
0116920640400	20272	Worker's Comp. Classified		$ -	0			
0116920640400	20281	Cash in Lieu Certified						
0116920640400	20282	Cash in Lieu Classified						
0116920640400	20291	Life Insurance Certified		$ 46	47			
0116920640400	20292	Life Insurance Classified						
0116920640400	20333	Mileage Paid to Staff						
TOTAL				$ 83,555	97,726	17.0%		
0116920640600		IDEA PRESCHOOL BASE						
0116920640600	20111	Salary Certified						
0116920640600	20112	Salary Classified						
0116920640600	20113	Salary Substitute						
0116920640600	20211	Health Ins. Certified		$ -				
0116920640600	20212	Health Ins. Classified		$ -				
0116920640600	20221	Soc. Sec. Certified		$ -				
0116920640600	20222	Soc. Sec. Classified		$ -				
0116920640600	20223	Soc. Sec. Substitute		$ -				
0116920640600	20231	Retirement Certified		$ -				
0116920640600	20232	Retirement Classified		$ -				
0116920640600	20251	Tuition Reimbursement						
0116920640600	20261	Unemployment Certified						
0116920640600	20262	Unemployment Classified						
0116920640600	20271	Worker's Comp. Certified		$ -				
0116920640600	20272	Worker's Comp. Classified		$ -				
0116920640600	20281	Cash in Lieu Certified						
0116920640600	20282	Cash in Lieu Classified						
0116920640600	20291	Life Insurance Certified						
0116920640600	20292	Life Insurance Certified						
TOTAL				$ -	0			
0116920641000		IDEA E/P						
0116920641000	20111	Salary Certified		$ -				
0116920641000	20112	Salary Classified		$ 30,997	24,344			
0116920641000	20113	Salary Substitute						
0116920641000	20132	Overtime						
0116920641000	20211	Health Ins. Certified						
0116920641000	20212	Health Ins. Classified		$ 112	88			
0116920641000	20221	Soc. Sec. Certified		$ -	0			
0116920641000	20222	Soc. Sec. Classified		$ 2,371	1,862			
0116920641000	20223	Soc. Sec. Substitute		$ -	0			
0116920641000	20231	Retirement Certified		$ -	0			
0116920641000	20232	Retirement Classified		$ 3,062	2,404			
0116920641000	20251	Tuition Reimbursement						
0116920641000	20261	Unemployment Certified						
0116920641000	20262	Unemployment Classified						

0116920641000	20271	Worker's Comp. Certified		$ -	0			
0116920641000	20272	Worker's Comp. Classified		$ 192	151			
0116920641000	20281	Cash in Lieu Certified		$ 46				
0116920641000	20282	Cash in Lieu Classified		$ 187	95			
0116920641000	20291	Life Insurance Certified						
0116920641000	20292	Life Insurance Classified						
0116920641000	20320	Professional Educational Services		$ 14,364	14,364			
0116920641000	20610	General Supplies		$ 310	310			
TOTAL				$ 51,640	43,618	-15.5%		
0116920641200		IDEA PART B PROPOR.						
0116920641200	20320	Professional Educational Services						
TOTAL				$ -	0			
0116920692500		TITLE 3 ENG. LANG. ACQ.						
0116920692500	20111	Salary Certified						
0116920692500	20112	Salary Classified						
0116920692500	20113	Salary Substitute						
0116920692500	20211	Health Ins. Certified		$ -				
0116920692500	20212	Health Ins. Classified		$ -				
0116920692500	20221	Soc. Sec. Certified		$ -				
0116920692500	20222	Soc. Sec. Classified		$ -				
0116920692500	20223	Soc. Sec. Substitute		$ -				
0116920692500	20231	Retirement Certified		$ -				
0116920692500	20232	Retirement Classified		$ -				
0116920692500	20251	Tuition Reimbursement						
0116920692500	20261	Unemployment Certified						
0116920692500	20262	Unemployment Classified						
0116920692500	20272	Worker's Comp. Certified		$ -				
0116920692500	20273	Worker's Comp. Classified		$ -				
0116920692500	20281	Cash in Lieu Certified						
0116920692500	20282	Cash in Lieu Classified						
0116920692500	20291	Life Insurance Certified						
0116920692500	20292	Life Insurance Classified						
0116920692500	20320	Professional Educational Services		$ 373	373			
0116920692500	20330	Employee Training and Development Services		$ 65	65			
0116920692500	20610	General Supplies		$ 3,422	3,422			
TOTAL				$ 3,859	3,859	0.0%		
0616920310000		FOOD SERVICE						
0616920310000	20110	Salary Food Service		$ 38,997	40,005			
0616920310000	20130	Overtime						
0616920310000	20210	Health Ins. Food Service		$ 140	144			
0616920310000	20221	Soc. Sec. Food Service		$ 2,983	$ 3,060			
0616920310000	20230	Retirement Food Service		$ 3,852	$ 3,951			
0616920310000	20260	Unemployment Food Service						
0616920310000	20270	Worker's Comp. Food Service		$ 242	$ 248			
0616920310000	20280	Cash in Lieu Classfied						
0616920310000	20290	Life Insurance Food Service		$ 94	94			
0616920310000	20333	Mileage Paid to Staff		$ 129	129			
0616920310000	20340	Other Professional Services		$ 112,203	112,203			
0616920310000	20530	Communications		$ 99	99			
0616920310000	20610	General Supplies		$ 1,018	1,018			
0616920310000	20733	Furniture and Fixtures		$ 1,286	1,286			
TOTAL				$ 161,043	$ 162,238	0.7%		

Title IV Student Support and Academic Enrichment								
0116920696900	20111	Salary Certified						
0116920696900	20112	Salary Classified						
0116920696900	20113	Salary Substitute						
0116920696900	20211	Health Ins. Certified		$ -				
0116920696900	20212	Health Ins. Classified		$ -				
0116920696900	20221	Soc. Sec. Certified		$ -				
0116920696900	20222	Soc. Sec. Classified		$ -				
0116920696900	20223	Soc. Sec. Substitute		$ -				
0116920696900	20231	Retirement Certified		$ -				
0116920696900	20232	Retirement Classified		$ -				
0116920696900	20251	Tuition Reimbursement						
0116920696900	20261	Unemployment Certified						
0116920696900	20262	Unemployment Classified						
0116920696900	20272	Worker's Comp. Certified		$ -				
0116920696900	20273	Worker's Comp. Classified		$ -				
0116920696900	20281	Cash in Lieu Certified						
0116920696900	20282	Cash in Lieu Classified						
0116920696900	20291	Life Insurance Certified						
0116920696900	20292	Life Insurance Classified						
0116920696900	20320	Professional Educational Services						
0116920696900	20330	Employee Training and Development Services						
0116920696900	20610	General Supplies						
TOTAL				$ -	0			
CATEGORICAL RECEIPTS McKinney-Vento								
0116920699000	20111	Salary Certified						
0116920699000	20211	Health Ins. Certified		$ -				
0116920699000	20221	Soc. Sec. Certified		$ -				
0116920699000	20231	Retirement Certified		$ -				
0116920699000	20261	Unemployment Certified						
0116920699000	20271	Worker's Comp. Certified		$ -				
0116920699000	20281	Cash in Lieu Certified						
0116920699000	20291	Life Insurance Certified						
TOTAL				$ -	0			

	Totals	
	1,326,877	1,397,215
	389,606	440,153
	99,688	114,625
	51,250	53,440
	0	0
	154,071	152,735
	0	0
	191,767	202,179
	35,525	35,525
	0	0
	0	0
	65,223	64,771
	135,195	141,344
	0	0
	2,248,784	2,395,872

RALSTON MIDDLE SCHOOL

org code	account code	Description	Amount		
0126020110000		REGULAR EDUCATION			
0126020110000	20111	Salaries Certified	$ 1,432,034	1,538,786	
0126020110000	20112	Salaries Classified	$ 19,391	37,068	
0126020110000	20113	Salaries Substitute	$ 45,000	45,000	
0126020110000	20151	Unit Pay	$ 64,269	73,782	
0126020110000	20152	Unit Pay			
0126020110000	20211	Health Ins. Certified	$ 347,185	345,378	
0126020110000	20212	Health Ins. Classified	$ 5,194	133	
0126020110000	20221	Soc. Sec. Certified	$ 109,551	117,717	
0126020110000	20222	Soc. Sec. Classified	$ 1,483	2,836	
0126020110000	20223	Soc. Sec. Substitutes	$ 3,443	3,443	
0126020110000	20231	Retirement Certified	$ 141,442	151,986	
0126020110000	20232	Retirement Classified	$ 1,915	3,661	
0126020110000	20251	Tuition Reimbursement			
0126020110000	20261	Unemployment Certified			
0126020110000	20262	Unemployment Classified			
0126020110000	20271	Worker's Comp. Certified	$ 8,879	9,540	
0126020110000	20272	Worker's Comp. Classified	$ 120	230	
0126020110000	20281	Cash in Lieu certified	$ 3,000	4,000	
0126020110000	20282	Cash in lieu classfied			
0126020110000	20291	Life Insurance Certified	$ 1,298	1,292	
0126020110000	20292	Life Insurance Classified	$ 94	94	
0126020110000	20330	Professional Development	$ 12,000	12,000	
0126020110000	20333	Mileage Paid to Staff	$ 900	900	
0126020110000	20531	Postage	$ 2,200	2,200	
0126020110000	20610	General Supplies	$ 23,325	23,325	
0126020110001	20330	Employee Training	-	-	
0126020110001	20610	Curricular Supplies		3,000	
0126020110001	20640	Books and Periodicals	$ 58,500	61,500	
0126020110001	20734	Technology-Related Hardware	$ 37,500	37,500	
0126020110010	20610	General Supplies	$ 2,000	2,000	
0126020110029	20610	General Supplies	$ 1,000	1,000	
0126020110030	20610	General Supplies	$ 2,000	2,000	
0126020110040	20610	General Supplies	$ 2,000	2,000	
0126020110050	20610	General Supplies	$ 7,000	7,000	
0126020110060	20610	General Supplies	$ 4,300	4,300	
0126020110060	20630	Food	$ 3,000	3,000	
0126020110068	20610	General Supplies	$ 1,000	1,000	
0126020110080	20610	General Supplies	$ 5,000	5,000	
0126020110085	20610	General Supplies	$ 300	300	
0126020110090	20610	General Supplies	$ 1,000	1,000	
0126020110093	20610	General Supplies	$ 2,000	2,000	
0126020110094	20610	General Supplies	$ 2,500	2,500	
0126020110000	20640	Books and Periodicals	-	-	
0126020110000	20650	Supplies - Technology Related	$ 1,500	1,500	
0126020110000	20733	Furniture and Fixtures	$ 1,000	1,000	
0126020110000	20734	Technology-Related Hardware	$ 1,000	1,000	
0126020110000	20810	Dues and Fees			
0126020110094	20340	Profesional Services	$ 1,000	1,000	
0126020110094	20610	Band Supplies	$ 1,500	1,500	

0126020110000	20913	Fund Transfers to Activities Fund		$ 7,000	7,000		
TOTAL				$ 2,364,822	2,521,471	6.6%	
0126020112500		FLEX FUNDING					
0126020112500	20111	Salaries Certified					
0126020112500	20211	Health Ins. Certified		$ -	-		
0126020112500	20221	Soc. Sec. Certified		$ -	-		
0126020112500	20231	Retirement Certified		$ -	-		
0126020112500	20251	Tuition Reimbursement					
0126020112500	20261	Unemployment Certified					
0126020112500	20271	Worker's Comp. Certified		$ -	-		
0126020112500	20281	Cash in Lieu certified					
0126020112500	20291	Life Insurance Certified					
0126020112500	20610	General Supplies					
TOTAL				$ -	-		
0126020115000		LEP					
0126020115000	20111	Salaries Certified		$ 54,373	63,008		
0126020115000	20112	Salaries Classified					
0126020115000	20113	Salaries Substitute		$ 2,397	2,397		
0126020115000	20211	Health Ins. Certified		$ 13,413	13,444		
0126020115000	20212	Health Ins. Classified		$ -	-		
0126020115000	20221	Soc. Sec. Certified		$ 4,160	4,820		
0126020115000	20222	Soc. Sec. Classified		$ -	-		
0126020115000	20223	Soc. Sec. Substitute		$ 183	183		
0126020115000	20231	Retirement Certified		$ 5,370	6,223		
0126020115000	20232	Retirement Classified		$ -	-		
0126020115000	20251	Tuition Reimbursement					
0126020115000	20261	Unemployment Certified					
0126020115000	20262	Unemployment Classified					
0126020115000	20271	Worker's Comp. Certified		$ 337	391		
0126020115000	20272	Worker's Comp. Classified		$ -	-		
0126020115000	20281	Cash in Lieu certified					
0126020115000	20282	Cash in lieu classfied					
0126020115000	20291	Life Insurance Certified		$ 94	47		
0126020115000	20292	Life Insurance Classified					
0126020115000	20320	Professional Educational Services					
0126020115000	20330	Employee Training and Development Services					
0126020115000	20333	Mileage Paid to Staff					
0126020115000	20610	General Supplies		$ 564	564		
0126020115000	20640	Books and Periodicals					
0126020115000	20650	Supplies - Technology Related					
0126020115000	20734	Technology-Related Hardware					
TOTAL				$ 80,891	91,077	12.6%	
0126020116000		POVERTY					
0126020116000	20111	Salaries Certified					
0126020116000	20112	Salaries Classified					
0126020116000	20113	Salaries of Regular Employees Paid to Substitute Teachers					
0126020116000	20211	Health Ins. Certified		$ -	-		
0126020116000	20212	Health Ins. Classified		$ -	-		
0126020116000	20221	Soc. Sec. Certified		$ -	-		
0126020116000	20222	Soc. Sec. Classified		$ -	-		
0126020116000	20231	Retirement Certified		$ -	-		
0126020116000	20232	Retirement Classified					
0126020116000	20251	Tuition Reimbursement					

0126020116000	20261	Unemployment Certified					
0126020116000	20262	Unemployment Classified					
0126020116000	20271	Worker's Comp. Certified		$ -	-		
0126020116000	20272	Worker's Comp. Classified		$ -	-		
0126020116000	20291	Life Insurance Certified					
0126020116000	20292	Life Insurance Classified					
0126020116000	20610	General Supplies					
0126020116000	20640	Books and Periodicals					
TOTAL				$ -	-		
0126020120000		SPED SCHOOL AGE					
0126020120000	20111	Salaries Certified		$ 270,637	288,885		
0126020120000	20112	Salaries Classified		$ 68,113	93,166		
0126020120000	20113	Salaries Substitute		$ 7,200	10,000		
0126020120000	20211	Health Ins. Certified		$ 87,528	75,119		
0126020120000	20212	Health Ins. Classified		$ 245	9,235		
0126020120000	20221	Soc. Sec. Certified		$ 20,704	22,100		
0126020120000	20222	Soc. Sec. Classified		$ 5,211	7,127		
0126020120000	20231	Retirement Certified		$ 26,731	28,533		
0126020120000	20232	Retirement Classified		$ 6,727	9,202		
0126020120000	20251	Tuition Reimbursement					
0126020120000	20261	Unemployment Certified					
0126020120000	20262	Unemployment Classified					
0126020120000	20271	Worker's Comp. Certified		$ 1,678	1,791		
0126020120000	20272	Worker's Comp. Classified		$ 422	578		
0126020120000	20281	Cash in Lieu Certified			1,000		
0126020120000	20282	Cash in Lieu Classfied		$ 2,000			
0126020120000	20291	Life Insurance Certified		$ 238	280		
0126020120000	20292	Life Insurance Classified		$ 94	328		
0126020120000	20320	Professional Educational Services		$ 10,635	10,635		
0126020120000	20330	Employee Training and Development Services		$ 600	600		
0126020120000	20333	Mileage Paid to Staff		$ 1,140	1,140		
0126020120000	20563	Tuition to Private Schools					
0126020120000	20569	Tuition - Other					
0126020120000	20610	General Supplies		$ 5,000	5,000		
0126020120000	20640	Books and Periodicals					
0126020120000	20733	Furniture and Fixtures		$ 150	150		
0126020120000	20734	Technology-Related Hardware		$ 300	300		
TOTAL				$ 515,353	565,169	9.7%	
0126020130000		SUMMER SCHOOL					
0126020130000	20111	Salaries Certified		$ 15,075	15,075		
0126020130000	20112	Salaries Classified		$ 739	739		
0126020130000	20211	Health Ins. Certified		$ 54	54		
0126020130000	20212	Health Ins. Classified		$ 3	3		
0126020130000	20221	Soc. Sec. Certified		$ 1,153	1,153		
0126020130000	20222	Soc. Sec. Classified		$ 57	57		
0126020130000	20231	Retirement Certified		$ 1,489	1,489		
0126020130000	20232	Retirement Classified		$ 73	73		
0126020130000	20251	Tuition Reimbursement					
0126020130000	20261	Unemployment Certified					
0126020130000	20262	Unemployment Classified					
0126020130000	20271	Worker's Comp. Certified		$ 93	93		
0126020130000	20272	Worker's Comp. Classified		$ 5	5		
0126020130000	20281	Cash in Lieu Certified					
0126020130000	20282	Cash in Lieu Classfied					

0126020130000	20291	Life Insurance Certified					
0126020130000	20292	Life Insurance Classified					
0126020130000	20610	General Supplies		$ 300	300		
0126020130000	20630	Food					
0126020130000	20640	Books and Periodicals					
TOTAL				$ 19,041	19,041	0.0%	
0126020211000		SOCIAL WORK/ATTENDANCE					
0126020211000	20111	Salary Certified		$ 8,625	9,096		
0126020211000	20211	Health Ins. Certified		$ 31	2,541		
0126020211000	20221	Soc. Sec. Certified		$ 660	696		
0126020211000	20231	Retirement Certified		$ 852	898		
0126020211000	20261	Unemployment Certified					
0126020211000	20271	Worker's Comp. Certified		$ 53	56		
0126020211000	20281	Cash in Lieu Certified					
0126020211000	20291	Life Insurance Certified		$ 71	6		
0126020211000	20320	Professional Educational Services		$ 99	99		
0126020211000	20333	Mileage Paid to Staff		$ 56	56		
0126020211000	20610	General Supplies					
TOTAL				$ 10,447	13,448	28.7%	
0126020212000		GUIDANCE SERVICES					
0126020212000	20111	Salaries Certified		$ 64,936	67,831		
0126020212000	20211	Health Ins. Certified		$ 19,944	20,940		
0126020212000	20221	Soc. Sec. Certified		$ 4,968	5,189		
0126020212000	20231	Retirement Certified		$ 6,414	6,700		
0126020212000	20251	Tuition Reimbursement					
0126020212000	20261	Unemployment Certified					
0126020212000	20271	Worker's Comp. Certified		$ 403	421		
0126020212000	20281	Cash in Lieu Certified		$ 1,000			
0126020212000	20291	Life Insurance Certified		$ 46	47		
0126020212000	20320	Professional Educational Services		$ 7,245	7,245		
0126020212000	20333	Mileage Paid to Staff					
0126020212000	20610	General Supplies		$ 500	500		
TOTAL				$ 105,455	108,872	3.2%	
0126020213000		HEALTH SERVICES					
0126020213000	20111	Salaries Certified		$ 13,321	14,027		
0126020213000	20112	Salaries Classified		$ 17,622	18,298		
0126020213000	20211	Health Ins. Certified		$ 48	2,749		
0126020213000	20212	Health Ins. Classified		$ 63			
0126020213000	20221	Soc. Sec. Certified		$ 1,019	1,073		
0126020213000	20222	Soc. Sec. Classified		$ 1,348	1,400		
0126020213000	20231	Retirement Certified		$ 1,316	1,385		
0126020213000	20232	Retirement Classified		$ 1,741	1,807		
0126020213000	20251	Tuition Reimbursement					
0126020213000	20261	Unemployment Certified					
0126020213000	20262	Unemployment Classified					
0126020213000	20271	Worker's Comp. Certified		$ 48	50		
0126020213000	20272	Worker's Comp. Classified		$ 109	113		
0126020213000	20281	Cash in Lieu Certified					
0126020213000	20282	Cash in Lieu Classfied					
0126020213000	20291	Life Insurance Certified			12		
0126020213000	20292	Life Insurance Classified		$ 46	46		
0126020213000	20330	Employee Training and Development Services		$ 324	324		
0126020213000	20333	Mileage Paid to Staff		$ 56	56		
0126020213000	20610	General Supplies		$ 400	400		

TOTAL				$ 37,462	41,743	11.4%	
0126020214100		PSYCH SERVICES SCHOOL AGE					
0126020214100	20111	Salaries Certified		$ 25,290		to IDEA	
0126020214100	20211	Health Ins. Certified		$ 3,091			
0126020214100	20221	Soc. Sec. Certified		$ 1,935			
0126020214100	20231	Retirement Certified		$ 2,498			
0126020214100	20251	Tuition Reimbursement					
0126020214100	20261	Unemployment Certified					
0126020214100	20271	Worker's Comp. Certified		$ 157			
0126020214100	20281	Cash in Lieu Certified					
0126020214100	20291	Life Insurance Certified		$ 46			
0126020214100	20330	Employee Training and Development Services		$ 106	106		
0126020214100	20333	Mileage Paid to Staff		$ 71	71		
0126020214100	20610	General Supplies		$ 776	776		
TOTAL				$ 33,968	952	-97.2%	
0126020215000		SPEECH PATHOLOGY					
0126020215000	20111	Salaries Certified		$ 48,612	50,693		
0126020215000	20211	Health Ins. Certified		$ 175	182		
0126020215000	20221	Soc. Sec. Certified		$ 3,719	3,878		
0126020215000	20231	Retirement Certified		$ 4,801	5,007		
0126020215000	20251	Tuition Reimbursement					
0126020215000	20261	Unemployment Certified					
0126020215000	20271	Worker's Comp. Certified		$ 301	314		
0126020215000	20281	Cash in Lieu Certified			1,000		
0126020215000	20291	Life Insurance Certified			38		
0126020215000	20333	Mileage Paid to Staff		$ 4,512	4,512		
0126020215000	20340	Other Professional Services		$ 4,512	4,512		
0126020215000	20610	General Supplies		$ 155	155		
TOTAL				$ 66,788	70,292	5.2%	
0126020215100		SPEECH/AUD SCHOOL AGE					
0126020215100	20111	Salaries Certified		$ 191,080	61,766		moved to Subur
0126020215100	20112	Salaries Classified		$ 74,072			
0126020215100	20113	Salaries Substitute			500		
0126020215100	20211	Health Ins. Certified		$ 8,520	$ 7,718		
0126020215100	20212	Health Ins. Classified		$ 26,673			
0126020215100	20221	Soc. Sec. Certified		$ 14,618	$ 4,725		
0126020215100	20222	Soc. Sec. Classified		$ 5,667	$ -		
0126020215100	20223	Soc. Sec. Substitutes		$ -	$ 38		
0126020215100	20231	Retirement Certified		$ 18,873	$ 6,101		
0126020215100	20232	Retirement Classified		$ 7,316	$ -		
0126020215100	20251	Tuition Reimbursement					
0126020215100	20261	Unemployment Certified					
0126020215100	20262	Unemployment Classified					
0126020215100	20271	Worker's Comp. Certified		$ 1,185	$ 383		
0126020215100	20272	Worker's Comp. Classified		$ 459	$ -		
0126020215100	20281	Cash in Lieu Certified		$ 2,000	$ 2,000		
0126020215100	20282	Cash in Lieu Classfied					
0126020215100	20291	Life Insurance Certified		$ 140	140		
0126020215100	20292	Life Insurance Classified		$ 140	140		
0126020215100	20320	Professional Educational Services		$ 147,411	147,411		
0126020215100	20330	Employee Training and Development Services					
0126020215100	20333	Mileage Paid to Staff					
TOTAL				$ 498,153	230,922	-53.6%	

0126020218100		VISION SERVICES SPED					
0126020218100	20320	Professional Educational Services		$ -	-		
TOTAL				$ -	-		
0126020221100		SCHOOL IMPROVEMENT					
0126020221100	20111	Salaries Certified					
0126020221100	20211	Health Ins. Certified		$ -	-		
0126020221100	20221	Soc. Sec. Certified		$ -	-		
0126020221100	20231	Retirement Certified		$ -	-		
0126020221100	20251	Tuition Reimbursement					
0126020221100	20261	Unemployment Certified					
0126020221100	20271	Worker's Comp. Certified		$ -	-		
0126020221100	20281	Cash in Lieu Certified					
0126020221100	20291	Life Insurance Certified					
0126020221100	20320	Professional Educational Services					
0126020221100	20330	Employee Training and Development Services					
0126020221100	20332	Mileage Paid to Parents					
0126020221100	20333	Mileage Paid to Staff					
0126020221100	20540	Advertising					
0126020221100	20610	General Supplies					
0126020221100	20733	Furniture and Fixtures					
0126020221100	20810	Dues and Fees					
TOTAL				$ -	-		
0126020222000		LIBRARY/MEDIA SERVICES					
0126020222000	20111	Salaries Certified		$ 72,357	73,883		
0126020222000	20112	Salaries Classified		$ 15,970	16,547		
0126020222000	20113	Salaries Substitute					
0126020222000	20211	Health Ins. Certified		$ 19,344	20,091		
0126020222000	20212	Health Ins. Classified		$ 7,557	60		
0126020222000	20221	Soc. Sec. Certified		$ 5,535	5,652		
0126020222000	20222	Soc. Sec. Classified		$ 1,222	1,266		
0126020222000	20223	Soc. Sec. Substitutes		$ -	-		
0126020222000	20231	Retirement Certified		$ 7,147	7,297		
0126020222000	20232	Retirement Classified		$ 1,577	1,634		
0126020222000	20251	Tuition Reimbursement					
0126020222000	20261	Unemployment Certified					
0126020222000	20261	Unemployment Classified					
0126020222000	20271	Worker's Comp. Certified		$ 449	458		
0126020222000	20272	Worker's Comp. Classified		$ 99	103		
0126020222000	20281	Cash in Lieu Certified					
0126020222000	20282	Cash in Lieu Classfied					
0126020222000	20291	Life Insurance Certified		$ 46	46		
0126020222000	20292	Life Insurance Classified		$ 46	46		
0126020222000	20610	General Supplies		$ 2,000	2,000		
0126020222000	20640	Books and Periodicals		$ 9,000	9,000		
0126020222000	20642	Audio-Visual Materials		$ 1,000	1,000		
TOTAL				$ 143,350	139,082	-3.0%	
0126020223000		TECHNOLOGY-INSTRUTION					
0126020223000	20642	Audio-Visual Materials		$ 800	800		
TOTAL				$ 800	800	0.0%	
0126020241000		OFFICE OF THE PRINCIPAL					
0126020241000	20111	Salaries Certified		$ 195,123	200,977		
0126020241000	20112	Salaries Classified		$ 54,738	55,053		
0126020241000	20211	Health Ins. Certified		$ 38,871	40,851		
0126020241000	20212	Health Ins. Classified		$ 35,185	198		

0126020241000	20221	Soc. Sec. Certified		$ 14,927	15,375		
0126020241000	20222	Soc. Sec. Classified		$ 4,187	4,212		
0126020241000	20231	Retirement Certified		$ 19,272	19,850		
0126020241000	20232	Retirement Classified		$ 5,406	5,438		
0126020241000	20251	Tuition Reimbursement					
0126020241000	20261	Unemployment Certified					
0126020241000	20262	Unemployment Classified					
0126020241000	20271	Worker's Comp. Certified		$ 1,210	1,246		
0126020241000	20272	Worker's Comp. Classified		$ 339	341		
0126020241000	20280	Cash in Lieu Classfied					
0126020241000	20281	Cash in Lieu Certified					
0126020241000	20291	Life Insurance Certified		$ 561	561		
0126020241000	20292	Life Insurance Classified		$ 94	94		
0126020241000	20333	Mileage Paid to Staff		$ 2,000	2,000		
0126020241000	20810	Dues and Fees		$ 1,300	1,300		
TOTAL				$ 373,215	347,495	-6.9%	
0126020261000		OPERATIONS OF BUILDING					
0126020261000	20110	Salary Grounds/Maint		$ 139,281	144,768		
0126020261000	20120	Salary Temporary					
0126020261000	20130	Overtime			18,000		
0126020261000	20210	Health Ins. Grounds/Maint.		$ 63,156	68,735		
0126020261000	20220	Soc. Sec. Grounds/Maint		$ 10,655	12,452		
0126020261000	20230	Retirement Grounds/Maint.		$ 13,757	16,077		
0126020261000	20260	Unemployment Grounds/Maint.					
0126020261000	20270	Worker's Comp Grounds/Maint.		$ 864	898		
0126020261000	20280	Cash in Lieu Classfied					
0126020261000	20290	Life Insurance Ground/Maint.		$ 234	234		
0126020261000	20340	Other Professional Services		$ 1,410	1,410		
0126020261000	20352	Other Technical Services		$ 423	423		
0126020261000	20530	Communications		$ 212	212		
0126020261000	20610	General Supplies		$ 12,690	12,690		
0126020261000	20621	Natural Gas		$ 28,200	28,200		
0126020261000	20622	Electricity		$ 116,325	116,325		
0126020261000	20629	Other (water)		$ 9,870	10,560		
0126020261000	20730	Equipment		$ 141	141		
TOTAL				$ 397,217	431,124	8.5%	
0126020262000		MAINTENANCE OF BUILDINGS					
0126020262000	20111	Salary Grounds/Maint.					
0126020262000	20120	Salaries Temporary					
0126020262000	20130	Overtime					
0126020262000	20210	Health Ins. Grounds/Maint.		$ -	-		
0126020262000	20220	Soc. Sec. Grounds/Maint		$ -	-		
0126020262000	20230	Retirement Grounds/Maint.		$ -	-		
0126020262000	20260	Unemployment Grounds/Maint.					
0126020262000	20270	Worker's Comp Grounds/Maint.		$ -	-		
0126020262000	20280	Cash in Lieu Classfied					
0126020262000	20290	Life Insurance Ground/Maint.					
0126020262000	20352	Other Technical Services		$ 11,280	11,280		
0126020262000	20430	Repairs and Maintenance Services		$ 28,037	28,037		
0126020262000	20520	Property Ins.		$ 18,330	18,330		
0126020262000	20530	Communications		$ 564	564		
0126020262000	20610	General Supplies		$ 141	141		
0126020262000	20730	Equipment		$ 423	423		
0126020262000	20733	Furniture and Fixtures					
0126020262000	20810	Dues and Fees					

TOTAL				$ 58,775	58,775	0.0%	
012602066000		SECURITY					
0126020266000	20330	Professional Development		$ 141	141		
0126020266000	20340	School Resource Officer		$ 7,050	7,050		
0126020266000	20610	General Supplies		$ 1,269	1,269		
TOTAL				$ 8,460	8,460	0.0%	
0626020310000		FOOD SERVICE					
0626020310000	20110	Salary Food Service		$ 64,894	66,841		
0626020310000	20130	Overtime					
0626020310000	20210	Health Ins. Food Service		$ 234	241		
0626020310000	20220	Soc. Sec. Food Service		$ 4,964	5,113		
0626020310000	20230	Retirement Food Service		$ 6,410	6,602		
0626020310000	20260	Unemployment Food Service					
0626020310000	20270	Worker's Comp. Food Service		$ 402	414		
0626020310000	20280	Cash in Lieu Classfied					
0626020310000	20290	Life Insurance Food Service		$ 46	188		
0626020310000	20333	Mileage Paid to Staff		$ 200	200		
0626020310000	20340	Other Professional Services		$ 173,853	173,853		
0626020310000	20530	Communications		$ 154	154		
0626020310000	20610	General Supplies		$ 1,578	1,578		
0626020310000	20733	Furniture and Fixtures		$ 1,993	1,993		
TOTAL				$ 254,727	257,176	1.0%	
0126020353500		HAL					
0126020353500	20610	General Supplies		$ 782	782		
TOTAL				$ 782	782	0.0%	
0126020620000		TITLE 1 PART A BASIC PROG					
0126020620000	20111	Salaries Certified					
0126020620000	20112	Salaries Classified					
0126020620000	20113	Salaries Substitute					
0126020620000	20211	Health Ins. Certified		$ -			
0126020620000	20212	Health Ins. Classified		$ -			
0126020620000	20221	Soc. Sec. Certified		$ -			
0126020620000	20222	Soc. Sec. Classified		$ -			
0126020620000	20223	Soc. Sec. Substitutes		$ -			
0126020620000	20231	Retirement Certified		$ -			
0126020620000	20232	Retirement Classified		$ -			
0126020620000	20251	Tuition Reimbursement					
0126020620000	20261	Unemployment Certified					
0126020620000	20262	Unemployment Classified					
0126020620000	20271	Worker's Comp. Certified		$ -			
0126020620000	20272	Worker's Comp. Classified		$ -			
0126020620000	20281	Cash in Lieu Certified					
0126020620000	20282	Cash in Lieu Classified					
0126020620000	20291	Life Insurance Certified					
0126020620000	20292	Life Insurance Classified					
0126020620000	20320	Professional Educational Services		$ 736	736		
0126020620000	20330	Employee Training and Development Services		$ 260	260		
0126020620000	20333	Mileage Paid to Staff		$ 97	97		
0126020620000	20590	Interagency Purchased Services					
0126020620000	20610	General Supplies		$ 2,102	2,102		
TOTAL				$ 3,196	3,196	0.0%	
0126020621000		TITLE 1 ACCOUNTABILITY					
0126020621000	20111	Salaries Certified					
0126020621000	20211	Health Ins. Certified		$ -	-		

0126020621000	20221	Soc. Sec. Certified		$ -	-		
0126020621000	20231	Retirement Certified		$ -	-		
0126020621000	20251	Tuition Reimbursement					
0126020621000	20261	Unemployment Certified					
0126020621000	20271	Worker's Comp. Certified		$ -	-		
0126020621000	20281	Cash in Lieu Certified					
0126020621000	20291	Life Insurance Certified					
0126020621000	20320	Professional Educational Services					
0126020621000	20330	Employee Training and Development Services					
TOTAL				$ -	-		
0126020631000		TITLE 2 EFFECTIVE INSTR.					
0126020631000	20111	Salaries Certified					
0126020631000	20113	Salaries Substitute					
0126020631000	20211	Health Ins. Certified		$ -	-		
0126020631000	20221	Soc. Sec. Certified		$ -	-		
0126020631000	20223	Soc. Sec. Substitutes		$ -	-		
0126020631000	20231	Retirement Certified		$ -	-		
0126020631000	20251	Tuition Reimbursement					
0126020631000	20261	Unemployment Certified					
0126020631000	20271	Worker's Comp. Certified		$ -	-		
0126020631000	20281	Cash in Lieu Certified					
0126020631000	20291	Life Insurance Certified					
0126020631000	20320	Professional Educational Services			9,271		
0126020631000	20330	Employee Training and Development Services					
0126020631000	20610	General Supplies					
TOTAL				$ -	9,271		
0126020641000		IDEA E/P					
0126020641000	20111	Salaries Certified		$ 26,621	27,735		
0126020641000	20112	Salaries Classified					
0126020641000	20113	Salaries Substitute					
0126020641000	20132	Overtime					
0126020641000	20211	Health Ins. Certified		$ 96	100		
0126020641000	20212	Health Ins. Classified		$ -			
0126020641000	20221	Soc. Sec. Certified		$ 2,037	2,122		
0126020641000	20222	Soc. Sec. Classified		$ -	-		
0126020641000	20223	Soc. Sec. Substitutes		$ -	-		
0126020641000	20231	Retirement Certified		$ 2,629	2,739		
0126020641000	20232	Retirement Classified		$ -	-		
0126020641000	20261	Unemployment Certified					
0126020641000	20262	Unemployment Classified					
0126020641000	20271	Worker's Comp. Certified		$ 165	172		
0126020641000	20272	Worker's Comp. Classified		$ -	-		
0126020641000	20281	Cash in Lieu Certified			400		
0126020641000	20282	Cash in Lieu Classified					
0126020641000	20291	Life Insurance Certified					
0126020641000	20292	Life Insurance Classified					
0126020641000	20320	Professional Educational Services		$ 2,226	2,226		
0126020641000	20610	General Supplies		$ 480	480		
TOTAL				$ 34,253	35,974	6.6%	
0126020641200		IDEA PART B PROPOR.					
0126020641200	20320	Professional Educational Services					
TOTAL				$ -	-		
0126020692500		TITLE 3 ENG. LANG. ACQ.					

0126020692500	20111	Salaries Certified		$ -			
0126020692500	20112	Salaries Classified		$ 15,214	15,812		
0126020692500	20113	Salaries Substitute					
0126020692500	20211	Health Ins. Certified		$ -	-		
0126020692500	20212	Health Ins. Classified		$ 55	57		
0126020692500	20221	Soc. Sec. Certified		$ -	-		
0126020692500	20222	Soc. Sec. Classified		$ 1,164	1,210		
0126020692500	20223	Soc. Sec. Substitutes		$ -	-		
0126020692500	20231	Retirement Certified		$ -	-		
0126020692500	20232	Retirement Classified		$ 1,503	1,562		
0126020692500	20261	Unemployment Certified					
0126020692500	20262	Unemployment Classified					
0126020692500	20272	Worker's Comp. Certified		$ -	-		
0126020692500	20273	Worker's Comp. Classified		$ 94	98		
0126020692500	20281	Cash in Lieu Certified					
0126020692500	20282	Cash in Lieu Classified					
0126020692500	20291	Life Insurance Certified		$ 46	46		
0126020692500	20292	Life Insurance Classified					
0126020692500	20320	Professional Educational Services		$ 577	577		
0126020692500	20330	Employee Training and Development Services		$ 100	100		
0126020692500	20610	General Supplies		$ 5,302	5,302		
TOTAL				$ 24,055	24,764	6.6%	
Title IV Student Support and Academic Enrichment							
0126020696900	20111	Salary Certified					
0126020696900	20112	Salary Classified					
0126020696900	20113	Salary Substitute					
0126020696900	20211	Health Ins. Certified		$ -	-		
0126020696900	20212	Health Ins. Classified		$ -	-		
0126020696900	20221	Soc. Sec. Certified		$ -	-		
0126020696900	20222	Soc. Sec. Classified		$ -	-		
0126020696900	20223	Soc. Sec. Substitute		$ -	-		
0126020696900	20231	Retirement Certified		$ -	-		
0126020696900	20232	Retirement Classified		$ -	-		
0126020696900	20251	Tuition Reimbursement					
0126020696900	20261	Unemployment Certified					
0126020696900	20262	Unemployment Classified					
0126020696900	20272	Worker's Comp. Certified		$ -	-		
0126020696900	20273	Worker's Comp. Classified		$ -	-		
0126020696900	20281	Cash in Lieu Certified					
0126020696900	20282	Cash in Lieu Classified					
0126020696900	20291	Life Insurance Certified					
0126020696900	20292	Life Insurance Classified					
0126020696900	20320	Professional Educational Services					
0126020696900	20330	Employee Training and Development Services					
0126020696900	20610	General Supplies					
TOTAL				$ -	-		
CATEGORICAL RECEIPTS McKinney-							
0126020699000	20111	Salary Certified					
0126020699000	20211	Health Ins. Certified		$ -	-		
0126020699000	20221	Soc. Sec. Certified		$ -	-		
0126020699000	20231	Retirement Certified		$ -	-		
0126020699000	20261	Unemployment Certified					
0126020699000	20271	Worker's Comp. Certified		$ -	-		

0126020699000	20281	Cash in Lieu Certified					
0126020699000	20291	Life Insurance Certified					
TOTAL				$ -	-		

		Totals	
Regular Education		$ 2,465,537	$ 2,632,371
SPED		$ 1,114,262	$ 867,335
Pupil Services		$ 161,824	$ 172,524
Staff Services		$ 144,150	$ 139,882
General Admin.		$ -	$ -
School Admin		$ 373,215	$ 347,495
Fiscal		$ -	$ -
Operations		$ 397,217	$ 431,124
Maintenance		$ 58,775	$ 58,775
Transportation		$ -	$ -
Early Childhood		$ -	$ -
Title		$ 27,251	$ 37,231
IDEA		$ 34,253	$ 35,974
BOE		$ -	$ -
TOTAL		$ 4,714,979	$ 4,649,506

RALSTON HIGH SCHOOL

org code	account code						
0136020110000		REGULAR EDUCATION					
0136020110000	20111	Salaries Certified		$ 3,570,904	3,617,790		
0136020110000	20112	Salaries Classified		$ 87,713	89,797		
0136020110000	20113	Salaries Substitute		$ 105,000	100,000		
0136020110000	20151	Unit Pay		$ 355,699	368,692		
0136020110000	20152	Unit Pay					
0136020110000	20211	Health Ins. Certified		$ 674,360	752,316		
0136020110000	20212	Health Ins. Classified		$ 29,081	323		
0136020110000	20221	Soc. Sec. Certified		$ 273,174	304,966		
0136020110000	20222	Soc. Sec. Classified		$ 6,710	6,869		
0136020110000	20223	Soc. Sec. Substitutes		$ 8,033	7,650		
0136020110000	20231	Retirement Certified		$ 352,698	393,745		
0136020110000	20232	Retirement Classified		$ 8,663	8,869		
0136020110000	20251	Tuition Reimbursement					
0136020110000	20261	Unemployment Certified					
0136020110000	20262	Unemployment Classified					TOT
0136020110000	20271	Worker's Comp. Certified		$ 22,140	24,716		
0136020110000	20272	Worker's Comp. Classified		$ 544	557		
0136020110000	20281	Cash in Lieu certified		$ 11,200	13,000		
0136020110000	20282	Cash in lieu classfied					
0136020110000	20291	Life Insurance Certified		$ 6,600	3,059		
0136020110000	20292	Life Insurance Classified		$ 187	234		
0136020110000	20330	Professional Develoment		$ 25,000	25,000		
0136020110000	20333	Mileage Paid to Staff		$ 2,100	2,100		
0136020110000	20441	Rentals of Land and Buildings		$ 18,000	18,000		
0136020110000	20610	General Supplies		$ 3,500	3,500		
0136020110000	20640	Books and Periodicals		$ 1,000	1,000		
0136020110000	20531	Postage		$ 3,800	3,800		
0136020110000	20540	Advertising (Blueprint)		$ 10,000	10,000		
0136020110000	20610	General Supplies		$ 42,050	42,050		
0136020110010	20610	General Supplies		$ 7,500	7,500		
0136020110010	20640	Books and Periodicals		$ 2,500	2,500		
0136020110001	20330	Employee Training					
0136020110001	20610	Curricular Supplies			7,000		
0136020110001	20640	Books and Periodicals			143,500		
0136020110012	20610	General Supplies		$ 4,000	4,000		
0136020110012	20640	Books and Periodicals		$ 100	100		
0136020110012	20340	Other Professional Services		$ 1,000	1,000		
0136020110013	20610	General Supplies		$ 5,000	5,000		
0136020110013	20640	Books and Periodicals		$ 1,000	1,000		
0136020110029	20610	General Supplies		$ 3,000	3,000		
0136020110029	20640	Books and Periodicals		$ -	-		
0136020110030	20610	General Supplies		$ 5,000	5,000		
0136020110040	20610	General Supplies		$ 4,000	4,000		
0136020110040	20340	Other Professional Services		$ 400	400		
0136020110050	20610	General Supplies		$ 5,000	7,000	Addition of Trainer cl	
0136020110060	20610	General Supplies		$ 10,000	10,000		
0136020110060	20340	Other Professional Services		$ 400	400		
0136020110068	20610	General Supplies		$ 1,500	1,500		
0136020110079	20610	General Supplies		$ 5,000	5,000		

0136020110080	20610	General Supplies		$ 7,000	7,000		
0136020110080	20733	Furniture and Fixtures		$ 1,000	1,000		
0136020110082	20610	General Supplies		$ 2,000	2,000		
0136020110083	20610	General Supplies		$ 4,000	4,000		
0136020110083	20640	Books and Periodicals		$ 1,000	1,000		
0136020110085	20610	General Supplies		$ 1,500	1,500		
0136020110085	20640	Books and Periodicals		$ 1,000	1,000		
0136020110090	20610	General Supplies		$ 8,000	8,000		
0136020110093	20610	General Supplies		$ 4,500	4,500		
0136020110094	20610	General Supplies		$ 4,000	4,000		
0136020110094	20340	Other Professional Services		$ 3,000	3,000		
0136020110000	20640	Books and Periodicals		$ 90,000	90,000		
0136020110000	20642	Audio-Visual Materials					
0136020110000	20650	Supplies - Technology Related		$ 2,000	2,000		
0136020110000	20733	Furniture and Fixtures		$ 2,500	2,500		
0136020110000	20734	Technology-Related Hardware		$ 89,500	89,500		
0136020110000	20810	Dues and Fees					
0136020110000	20913	Fund Transfers to Activities Fund		$ 20,000	20,000		
TOTAL				$ 5,914,556	6,246,934	5.6%	
0136020112500		FLEX FUNDING					
0136020112500	20111	Salaries Certified					
0136020112500	20211	Health Ins. Certified		$ -			
0136020112500	20221	Soc. Sec. Certified		$ -			
0136020112500	20231	Retirement Certified		$ -			
0136020112500	20251	Tuition Reimbursement					
0136020112500	20261	Unemployment Certified					
0136020112500	20271	Worker's Comp. Certified		$ -			
0136020112500	20281	Cash in Lieu certified					
0136020112500	20291	Life Insurance Certified					
0136020112500	20610	General Supplies		$ 20,000	20,000		
TOTAL				$ 20,000	20,000	0.0%	
0136020115000		LEP					
0136020115000	20111	Salaries Certified		$ 99,857	106,944		
0136020115000	20112	Salaries Classified		$ 53,006	79,951		
0136020115000	20113	Salaries Substitute		$ 5,474	5,500		
0136020115000	20211	Health Ins. Certified		$ 28,986	30,797		
0136020115000	20212	Health Ins. Classified		$ 19,275	288		
0136020115000	20221	Soc. Sec. Certified		$ 7,639	8,181		
0136020115000	20222	Soc. Sec. Classified		$ 4,055	6,116		
0136020115000	20223	Soc. Sec. Substitutes		$ 419	421		
0136020115000	20231	Retirement Certified		$ 9,863	10,563		
0136020115000	20232	Retirement Classified		$ 5,235	7,897		
0136020115000	20251	Tuition Reimbursement					
0136020115000	20261	Unemployment Certified					
0136020115000	20262	Unemployment Classified					
0136020115000	20271	Worker's Comp. Certified		$ 619	663		
0136020115000	20272	Worker's Comp. Classified		$ 329	496		
0136020115000	20281	Cash in Lieu certified					
0136020115000	20282	Cash in lieu classfied					
0136020115000	20291	Life Insurance Certified		$ 140	187		
0136020115000	20292	Life Insurance Classified		$ 94	187		
0136020115000	20320	Professional Educational Services		$ 69,000	69,000		
0136020115000	20330	Employee Training and Development Services					
0136020115000	20333	Mileage Paid to Staff					

0136020115000	20610	General Supplies		$ 1,288	1,288		
0136020115000	20640	Books and Periodicals					
0136020115000	20650	Supplies - Technology Related					
0136020115000	20734	Technology-Related Hardware					
TOTAL				$ 305,279	328,478	7.6%	
0136020116000		POVERTY					
0136020116000	20111	Salaries Certified					
0136020116000	20112	Salaries Classified					
0136020116000	20113	Salaries of Regular Employees Paid to Substitute Teachers					
0136020116000	20211	Health Ins. Certified		$ -			
0136020116000	20212	Health Ins. Classified		$ -			
0136020116000	20221	Soc. Sec. Certified		$ -			
0136020116000	20222	Soc. Sec. Classified		$ -			
0136020116000	20231	Retirement Certified		$ -			
0136020116000	20232	Retirement Classified		$ -			
0136020116000	20251	Tuition Reimbursement					
0136020116000	20261	Unemployment Certified					
0136020116000	20262	Unemployment Classified					
0136020116000	20271	Worker's Comp. Certified		$ -			
0136020116000	20272	Worker's Comp. Classified		$ -			
0136020116000	20291	Life Insurance Certified					
0136020116000	20292	Life Insurance Classified					
0136020116000	20610	General Supplies					
0136020116000	20640	Books and Periodicals					
TOTAL				$ -	-		
0136020120000		SPED SCHOOL AGE					
0136020120000	20111	Salaries Certified		$ 567,239	594,856		
0136020120000	20112	Salaries Classified		$ 172,748	184,095		
0136020120000	20113	Salaries Substitute		$ 16,800	17,000		
0136020120000	20211	Health Ins. Certified		$ 79,853	76,032		
0136020120000	20212	Health Ins. Classified		$ 13,080	8,364		
0136020120000	20221	Soc. Sec. Certified		$ 43,394	45,506		
0136020120000	20222	Soc. Sec. Classified		$ 13,215	14,083		
0136020120000	20231	Retirement Certified		$ 56,026	58,754		
0136020120000	20232	Retirement Classified		$ 17,062	18,183		
0136020120000	20251	Tuition Reimbursment					
0136020120000	20261	Unemployment Certified					
0136020120000	20262	Unemployment Classified					
0136020120000	20271	Worker's Comp. Certified		$ 3,517	3,688		
0136020120000	20272	Worker's Comp. Classified		$ 1,071	1,141		
0136020120000	20281	Cash in Lieu Certified		$ 3,000	4,000		
0136020120000	20282	Cash in Lieu Classfied					
0136020120000	20291	Life Insurance Certified		$ 468	468		
0136020120000	20292	Life Insurance Classified		$ 421	470		
0136020120000	20320	Professional Educational Services		$ 24,290	24,290		
0136020120000	20330	Employee Training and Development Services					
0136020120000	20333	Mileage Paid to Staff		$ 2,660	2,660		
0136020120000	20563	Tuition to Private Schools					
0136020120000	20569	Tuition - Other					
0136020120000	20610	General Supplies		$ 10,000	10,000		
0136020120000	20640	Books and Periodicals					
0136020120000	20733	Furniture and Fixtures		$ 350	350		
0136020120000	20734	Technology-Related Hardware		$ 315	315		

TOTAL			$ 1,025,509	1,064,256	3.8%	
0136020130000		SUMMER SCHOOL				
0136020130000	20111	Salaries Certified	$ 16,485	$ 16,485		
0136020130000	20112	Salaries Classified	$ 2,218	$ 2,218		
0136020130000	20211	Health Ins. Certified	$ 59	$ 59		
0136020130000	20212	Health Ins. Classified	$ 8	$ 8		
0136020130000	20221	Soc. Sec. Certified	$ 1,261	$ 1,261		
0136020130000	20222	Soc. Sec. Classified	$ 170	$ 170		
0136020130000	20231	Retirement Certified	$ 1,628	$ 1,628		
0136020130000	20232	Retirement Classified	$ 219	$ 219		
0136020130000	20251	Tuition Reimbursement				
0136020130000	20261	Unemployment Certified				
0136020130000	20262	Unemployment Classified				
0136020130000	20271	Worker's Comp. Certified	$ 102	$ 102		
0136020130000	20272	Worker's Comp. Classified	$ 14	$ 14		
0136020130000	20281	Cash in Lieu Certified				
0136020130000	20282	Cash in Lieu Classfied				
0136020130000	20291	Life Insurance Certified				
0136020130000	20292	Life Insurance Classified				
0136020130000	20610	General Supplies				
0136020130000	20630	Food				
0136020130000	20640	Books and Periodicals				
TOTAL			$ 22,165	$ 22,165	0.0%	
0136020211000		SOCIAL WORK/ATTENDANCE				
0136020211000	20111	Salary Certified	$ 8,844	9,097		
0136020211000	20211	Health Ins. Certified	$ 32	2,540		
0136020211000	20221	Soc. Sec. Certified	$ 677	696		
0136020211000	20231	Retirement Certified	$ 874	899		
0136020211000	20261	Unemployment Certified				
0136020211000	20271	Worker's Comp. Certified	$ 55	56		
0136020211000	20281	Cash in Lieu Certified				
0136020211000	20291	Life Insurance Certified	$ 71	6		
0136020211000	20320	Professional Educational Services	$ 99	99		
0136020211000	20333	Mileage Paid to Staff	$ 56	56		
0136020211000	20610	General Supplies				
TOTAL			$ 10,706	13,449	25.6%	
0136020212000		GUIDANCE SERVICES				
0136020212000	20111	Salary Certified	$ 130,429	201,454		
0136020212000	20211	Health Ins. Certified	$ 19,554	$ 41,128		
0136020212000	20221	Soc. Sec. Certified	$ 9,978	$ 15,411		
0136020212000	20231	Retirement Certified	$ 12,882	$ 19,898		
0136020212000	20261	Unemployment Certified				
0136020212000	20271	Worker's Comp. Certified	$ 809	$ 1,249		
0136020212000	20281	Cash in Lieu Certified				
0136020212000	20291	Life Insurance Certified	$ 94	$ 94		
0136020212000	20320	Professional Educational Services	$ 17,066	17,066		
0136020212000	20333	Mileage Paid to Staff	$ 225	225		
0136020212000	20610	General Supplies	$ 2,129	2,129		
TOTAL			$ 193,166	298,654	54.6%	
0136020213000		HEALTH SERVICES				
0136020213000	20111	Salaries Certified	$ 56,875	58,888		
0136020213000	20112	Salaries Classified				
0136020213000	20211	Health Ins. Certified	$ 19,289	22,975		
0136020213000	20212	Health Ins. Classified	$ -	-		

0136020213000	20221	Soc. Sec. Certified		$	4,351	4,505	
0136020213000	20222	Soc. Sec. Classified		$	-	-	
0136020213000	20231	Retirement Certified		$	5,618	5,816	
0136020213000	20232	Retirement Classified		$	-	-	
0136020213000	20251	Tuition Reimbursment					
0136020213000	20261	Unemployment Certified					
0136020213000	20262	Unemployment Classified					
0136020213000	20271	Worker's Comp. Certified		$	353	365	
0136020213000	20272	Worker's Comp. Classified		$	-	-	
0136020213000	20281	Cash in Lieu Certified					
0136020213000	20282	Cash in Lieu Classfied					
0136020213000	20291	Life Insurance Certified		$	46	59	
0136020213000	20292	Life Insurance Classified					
0136020213000	20330	Employee Training and Development Services		$	419	419	
0136020213000	20333	Mileage Paid to Staff		$	129	129	
0136020213000	20610	General Supplies		$	1,605	1,605	
TOTAL				$	88,683	94,761	6.9%
0136020214100		PSYCH SERVICES SCHOOL AGE					
0136020214100	20111	Salaries Certified		$	44,368	67,831	
0136020214100	20211	Health Ins. Certified		$	160	18,301	
0136020214100	20221	Soc. Sec. Certified		$	3,394		
0136020214100	20231	Retirement Certified		$	4,382		
0136020214100	20261	Unemployment Certified					
0136020214100	20271	Worker's Comp. Certified		$	275		
0136020214100	20281	Cash in Lieu Certified					
0136020214100	20291	Life Insurance Certified				42	
0136020214100	20330	Employee Training and Development Services		$	161	161	
0136020214100	20333	Mileage Paid to Staff		$	161	161	
0136020214100	20610	General Supplies		$	1,771	1,771	
TOTAL				$	54,672	88,267	61.4%
0136020215000		SPEECH PATHOLOGY					
0136020215000	20111	Salaries Certified					
0136020215000	20211	Health Ins. Certified		$	-		
0136020215000	20221	Soc. Sec. Certified		$	-	-	
0136020215000	20231	Retirement Certified		$	-	-	
0136020215000	20251	Tuition Reimbursement					
0136020215000	20261	Unemployment Certified					
0136020215000	20271	Worker's Comp. Certified		$	-	-	
0136020215000	20281	Cash in Lieu Certified					
0136020215000	20291	Life Insurance Certified					
0136020215000	20333	Mileage Paid to Staff		$	64	64	
0136020215000	20340	Other Professional Services		$	10,304	10,304	
0136020215000	20610	General Supplies		$	354	354	
TOTAL				$	10,723	10,723	0.0%
0136020215100		SPEECH/AUD SCHOOL AGE					
0136020215100	20111	Salaries Certified		$	-		
0136020215100	20112	Salaries Classified		$	-	-	
0136020215100	20113	Salaries Substitute					
0136020215100	20211	Health Ins. Certified		$	-	-	
0136020215100	20212	Health Ins. Classified		$	-	-	
0136020215100	20221	Soc. Sec. Certified		$	-	-	
0136020215100	20222	Soc. Sec. Classified		$	-	-	
0136020215100	20223	Soc. Sec. Substitutes		$	-	-	

0136020215100	20231	Retirement Certified		$ -	-		
0136020215100	20232	Retirement Classified		$ -	-		
0136020215100	20251	Tuition Reimbursement					
0136020215100	20261	Unemployment Certified					
0136020215100	20262	Unemployment Classified					
0136020215100	20271	Worker's Comp. Certified		$ -	-		
0136020215100	20272	Worker's Comp. Classified		$ -	-		
0136020215100	20281	Cash in Lieu Certified					
0136020215100	20282	Cash in Lieu Classfied		$ -	-		
0136020215100	20291	Life Insurance Certified		$ -	-		
0136020215100	20292	Life Insurance Classified		$ -	-		
0136020215100	20320	Professional Educational Services		$ 147,411	147,411		
0136020215100	20330	Employee Training and Development Services					
0136020215100	20333	Mileage Paid to Staff					
TOTAL				$ 147,411	147,411	0.0%	
0136020218100		VISION SERVICES SPED					
0136020218100	20320	Professional Educational Services		$ -	-		
TOTAL				$ -	-		
0136020221100		SCHOOL IMPROVEMENT					
0136020221100	20111	Salaries Certified					
0136020221100	20211	Health Ins. Certified		$ -	-		
0136020221100	20221	Soc. Sec. Certified		$ -	-		
0136020221100	20231	Retirement Certified		$ -	-		
0136020221100	20251	Tuition Reimbursement					
0136020221100	20261	Unemployment Certified					
0136020221100	20271	Worker's Comp. Certified		$ -	-		
0136020221100	20281	Cash in Lieu Certified					
0136020221100	20291	Life Insurance Certified					
0136020221100	20320	Professional Educational Services					
0136020221100	20330	Employee Training and Development Services					
0136020221100	20333	Mileage Paid to Staff					
0136020221100	20540	Advertising					
0136020221100	20610	General Supplies					
0136020221100	20733	Furniture and Fixtures					
0136020221100	20810	Dues and Fees					
TOTAL				$ -	-		
0136020222000		LIBRARY/MEDIA SERVICES					
0136020222000	20111	Salaries Certified		$ 63,225	66,196		
0136020222000	20112	Salaries Classified		$ 14,881	15,488		
0136020222000	20113	Salaries Substitute			500		
0136020222000	20211	Health Ins. Certified		$ 19,312	15,103		
0136020222000	20212	Health Ins. Classified		$ 5,217	4,500		
0136020222000	20221	Soc. Sec. Certified		$ 4,837	5,064		
0136020222000	20222	Soc. Sec. Classified		$ 1,138	1,185		
0136020222000	20223	Soc. Sec. Substitutes		$ -	38		
0136020222000	20231	Retirement Certified		$ 6,245	6,538		
0136020222000	20232	Retirement Classified		$ 1,470	1,530		
0136020222000	20251	Tuition Reimbursement					
0136020222000	20261	Unemployment Certified					
0136020222000	20262	Unemployment Classified					
0136020222000	20271	Worker's Comp. Certified		$ 392	410		
0136020222000	20272	Worker's Comp. Classified		$ 92	96		
0136020222000	20281	Cash in Lieu Certified					

0136020222000	20282	Cash in Lieu Classfied					
0136020222000	20291	Life Insurance Certified		$	46	47	
0136020222000	20292	Life Insurance Classified		$	46	47	
0136020222000	20610	General Supplies		$	2,000	2,000	
0136020222000	20640	Books and Periodicals		$	15,000	15,000	
0136020222000	20642	Audio-Visual Materials		$	800	800	
TOTAL				$	134,700	134,543	-0.1%
0136020223000		TECHNOLOGY-INSTRUTION					
0136020223000	20642	Audio-Visual Materials		$	-	-	
TOTAL				$	-	-	
0136020241000		OFFICE OF THE PRINCIPAL					
0136020241000	20111	Salaries Certified		$	444,689	465,243	
0136020241000	20112	Salaries Classified		$	171,007	174,302	
0136020241000	20211	Health Ins. Certified		$	45,171	62,891	
0136020241000	20212	Health Ins. Classified		$	38,785	57,306	
0136020241000	20221	Soc. Sec. Certified		$	34,019	35,591	
0136020241000	20222	Soc. Sec. Classified		$	13,082	13,334	
0136020241000	20231	Retirement Certified		$	43,922	45,952	
0136020241000	20232	Retirement Classified		$	16,890	17,216	
0136020241000	20251	Tuition Reimbursement					
0136020241000	20261	Unemployment Certified					
0136020241000	20262	Unemployment Classified					
0136020241000	20271	Worker's Comp. Certified		$	2,757	2,885	
0136020241000	20272	Worker's Comp. Classified		$	1,060	1,081	
0136020241000	20281	Cash in Lieu Certified		$	1,000	2,000	
0136020241000	20282	Cash in Lieu Classfied		$	2,666	2,000	
0136020241000	20291	Life Insurance Certified		$	982	1,318	
0136020241000	20292	Life Insurance Classified		$	234	328	
0136020241000	20333	Mileage Paid to Staff		$	9,000	9,000	
0136020241000	20810	Dues and Fees		$	2,600	2,600	
TOTAL				$	827,864	893,047	7.9%
0136020261000		OPERATIONS OF BUILDING					
0136020261000	20110	Salaries Grounds/Maint		$	355,777	323,557	
0136020261000	20120	Salaries Temporary					
0136020261000	20130	Overtime				57,000	
0136020261000	20210	Health Ins. Grounds/Maint.		$	122,344	107,263	
0136020261000	20220	Soc. Sec. Grounds/Maint		$	27,217	24,752	
0136020261000	20230	Retirement Grounds/Maint.		$	35,140	31,958	
0136020261000	20260	Unemployment Grounds/Maint.					
0136020261000	20270	Worker's Comp Grounds/Maint.		$	2,206	2,006	
0136020261000	20280	Cash in Lieu Classfied				1,000	
0136020261000	20290	Life Insurance Ground/Maint.		$	514	515	
0136020261000	20340	Other Professional Services		$	3,220	3,220	
0136020261000	20352	Other Technical Services		$	966	966	
0136020261000	20530	Communications		$	600	600	
0136020261000	20610	General Supplies		$	28,980	28,980	
0136020261000	20621	Natural Gas		$	64,400	64,400	
0136020261000	20622	Electricity		$	265,650	265,650	
0136020261000	20629	Other (water)		$	22,540	24,120	
0136020261000	20730	Equipment		$	3,220	3,220	
TOTAL				$	932,774	939,207	0.7%
0136020262000		MAINTENANCE OF BUILDINGS					
0136020262000	20110	Salary Grounds/Maint.					
0136020262000	20120	Salaries Temporary					
0136020262000	20130	Overtime					

0136020262000	20214	Soc. Sec. Grounds/Maint		$ -			
0136020262000	20210	Health Ins. Grounds/Maint.		$ -			
0136020262000	20231	Retirement Grounds/Maint.		$ -			
0136020262000	20261	Unemployment Grounds/Maint.					
0136020262000	20271	Worker's Comp Grounds/Maint.		$ -			
0136020262000	20280	Cash in Lieu Classfied					
0136020262000	20290	Life Insurance Ground/Maint.					
0136020262000	20352	Other Technical Services		$ 25,760	25,760		
0136020262000	20430	Repairs and Maintenance Services		$ 47,710	47,710		
0136020262000	20520	Property Insurance					
0136020262000	20530	Communications		$ 1,288	1,288		
0136020262000	20610	General Supplies		$ 322	322		
0136020262000	20730	Equipment		$ 966	966		
0136020262000	20733	Furniture and Fixtures					
0136020262000	20810	Dues and Fees					
TOTAL				$ 76,046	76,046	0.0%	
013602026600		SECURITY					
0136020266000	20330	Professional Development		$ 322	322		
0136020266000	20340	School Resource Officer		$ 16,100	16,100		
0136020266000	20610	General Supplies		$ 2,898	2,898		
TOTAL				$ 19,320	19,320	0.0%	
0636020310000		FOOD SERVICE					
0636020310000	20110	Salary Food Service		$ 250,966	221,388		
0636020310000	20130	Overtime					
0636020310000	20210	Health Ins. Food Service		$ 903	9,498		
0636020310000	20220	Soc. Sec. Food Service		$ 19,199	16,936		
0636020310000	20230	Retirement Food Service		$ 24,788	21,866		
0636020310000	20260	Unemployment Food Service					
0636020310000	20270	Worker's Comp. Food Service		$ 1,556	1,373		
0636020310000	20280	Cash in Lieu Classfied					
0636020310000	20290	Life Insurance Food Service		$ 514	564		
0636020310000	20333	Mileage Paid to Staff		$ 456	500		
0636020310000	20340	Other Professional Services		$ 397,026	397,026		
0636020310000	20530	Communications		$ 352	352		
0636020310000	20610	General Supplies		$ 3,603	3,603		
0636020310000	20733	Furniture and Fixtures		$ 4,551	4,551		
TOTAL				$ 703,914	677,657	-3.7%	
0136020353500		HAL					
0136020353500	20610	General Supplies		$ 1,144	1,144		
TOTAL				$ 1,144	1,144	0.0%	
0136020620000		TITLE 1 PART A BASIC PROG					
0136020620000	20111	Salaries Certified					
0136020620000	20112	Salaries Classified					
0136020620000	20113	Salaries Substitute					
0136020620000	20211	Health Ins. Certified		$ -			
0136020620000	20212	Health Ins. Classified		$ -			
0136020620000	20221	Soc. Sec. Certified		$ -			
0136020620000	20222	Soc. Sec. Classified		$ -			
0136020620000	20223	Soc. Sec. Substitutes		$ -			
0136020620000	20231	Retirement Certified		$ -			
0136020620000	20232	Retirement Classified		$ -			
0136020620000	20251	Tuition Reimbursement					
0136020620000	20261	Unemployment Certified					
0136020620000	20262	Unemployment Classified					
0136020620000	20271	Worker's Comp. Certified		$ -			

0136020620000	20271	Worker's Comp. Classified		$ -			
0136020620000	20281	Cash in Lieu Certified					
0136020620000	20282	Cash in Lieu Classified					
0136020620000	20291	Life Insurance Certified					
0136020620000	20292	Life Insurance Classified					
0136020620000	20320	Professional Educational Services		$ 736	736		
0136020620000	20330	Employee Training and Development Services		$ 260	260		
0136020620000	20333	Mileage Paid to Staff		$ 97	97		
0136020620000	20590	Interagency Purchased Services					
0136020620000	20610	General Supplies		$ 2,102	2,102		
TOTAL				$ 3,196	3,196	0.0%	
0136020621000		TITLE 1 ACCOUNTABILITY					
0136020621000	20111	Salaries Certified					
0136020621000	20211	Health Ins. Certified		$ -	-		
0136020621000	20221	Soc. Sec. Certified		$ -	-		
0136020621000	20231	Retirement Certified		$ -	-		
0136020621000	20251	Tuition Reimbursement					
0136020621000	20261	Unemployment Certified					
0136020621000	20271	Worker's Comp. Certified		$ -	-		
0136020621000	20281	Cash in Lieu Certified					
0136020621000	20291	Life Insurance Certified					
0136020621000	20320	Professional Educational Services					
0136020621000	20330	Employee Training and Development Services					
TOTAL				$ -	-		
0136020631000		TITLE 2 EFFECTIVE INSTR.					
0136020631000	20111	Salaries Certified					
0136020631000	20113	Salaries Substitute					
0136020631000	20211	Health Ins. Certified		$ -	-		
0136020631000	20221	Soc. Sec. Certified		$ -	-		
0136020631000	20223	Soc. Sec. Substitutes		$ -	-		
0136020631000	20231	Retirement Certified		$ -	-		
0136020631000	20251	Tuition Reimbursement					
0136020631000	20261	Unemployment Certified					
0136020631000	20271	Worker's Comp. Certified		$ -	-		
0136020631000	20281	Cash in Lieu Certified					
0136020631000	20291	Life Insurance Certified					
0136020631000	20320	Professional Educational Services					
0136020631000	20330	Employee Training and Development Services			21,172		
0136020631000	20610	General Supplies					
TOTAL				$ -	21,172		
0136020641000		IDEA E/P					
0136020641000	20111	Salaries Certified		$ 73,947	7,536	10% of salary	
0136020641000	20112	Salaries Classified					
0136020641000	20113	Salaries Substitute					
0136020641000	20211	Health Ins. Certified		$ 266	2,033		
0136020641000	20212	Health Ins. Classified		$ -	-		
0136020641000	20221	Soc. Sec. Certified		$ 5,657	577		
0136020641000	20222	Soc. Sec. Classified		$ -	-		
0136020641000	20223	Soc. Sec. Substitutes		$ -	-		
0136020641000	20231	Retirement Certified		$ 7,304	744		
0136020641000	20232	Retirement Classified		$ -	-		
0136020641000	20261	Unemployment Certified					
0136020641000	20262	Unemployment Classified					

0136020641000	20271	Worker's Comp. Certified		$ 458	47		
0136020641000	20272	Worker's Comp. Classified		$ -	-		
0136020641000	20281	Cash in Lieu Certified					
0136020641000	20282	Cash in Lieu Classified					
0136020641000	20291	Life Insurance Certified					
0136020641000	20292	Life Insurance Classified					
0136020641000	20320	Professional Educational Services		$ 50,825	50,825		
0136020641000	20610	General Supplies		$ 1,096	1,096		
TOTAL				$ 139,554	62,858	-55.0%	
0136020641200		IDEA PART B PROPOR.					
0136020641200	20320	Professional Educational Services					
TOTAL				$ -	-		
0136020670000		CARL PERKINS GRANT					
	20113	Substitutes					
	20223	Soc. Sec. Substitutes					
	20320	Professional Educational Services					
	20333	Travel and Mileage					
	20610	General Supplies					
	20810	Dues and Fees					
TOTAL							
0136020692500		TITLE 3 ENG. LANG. ACQ.					
0136020692500	20111	Salaries Certified					
0136020692500	20112	Salaries Classified					
0136020692500	20113	Salaries Substitute					
0136020692500	20211	Health Ins. Certified		$ -	-		
0136020692500	20212	Health Ins. Classified		$ -	-		
0136020692500	20221	Soc. Sec. Certified		$ -	-		
0136020692500	20222	Soc. Sec. Classified		$ -	-		
0136020692500	20223	Soc. Sec. Substitutes		$ -	-		
0136020692500	20231	Retirement Certified		$ -	-		
0136020692500	20232	Retirement Classified		$ -	-		
0136020692500	20261	Unemployment Certified					
0136020692500	20262	Unemployment Classified					
0136020692500	20272	Worker's Comp. Certified		$ -	-		
0136020692500	20273	Worker's Comp. Classified		$ -	-		
0136020692500	20281	Cash in Lieu Certified					
0136020692500	20282	Cash in Lieu Classified					
0136020692500	20291	Life Insurance Certified					
0136020692500	20292	Life Insurance Classified					
0136020692500	20320	Professional Educational Services		$ 1,318	1,318		
0136020692500	20330	Employee Training and Development Services		$ 229	229		
0136020692500	20610	General Supplies		$ 12,109	12,109		
TOTAL				$ 13,656	13,656	0.0%	
0136020696900		Title IV Student Support and Academic Enrichment					
0136020696900	20111	Salary Certified					
0136020696900	20112	Salary Classified					
0136020696900	20113	Salary Substitute					
0136020696900	20211	Health Ins. Certified		$ -	-		
0136020696900	20212	Health Ins. Classified		$ -	-		
0136020696900	20221	Soc. Sec. Certified		$ -	-		
0136020696900	20222	Soc. Sec. Classified		$ -	-		
0136020696900	20223	Soc. Sec. Substitute		$ -	-		
0136020696900	20231	Retirement Certified		$ -	-		
0136020696900	20232	Retirement Classified		$ -	-		

0136020696900	20251	Tuition Reimbursement						
0136020696900	20261	Unemployment Certified						
0136020696900	20262	Unemployment Classified						
0136020696900	20272	Worker's Comp. Certified		$	-	-		
0136020696900	20273	Worker's Comp. Classified		$	-	-		
0136020696900	20281	Cash in Lieu Certified						
0136020696900	20282	Cash in Lieu Classified						
0136020696900	20291	Life Insurance Certified						
0136020696900	20292	Life Insurance Classified						
0136020696900	20320	Professional Educational Services						
0136020696900	20330	Employee Training and Development Services						
0136020696900	20610	General Supplies						
TOTAL				$	-	-		
0136020699000		ReVision Grant/McKinney Vento						
	20111	Salary Certified						
	20113	Substitutes						
0136020699000	20211	Health Ins. Certified		$	-	-		
0136020699000	20221	Soc. Sec. Certified		$	-	-		
	20223	Soc. Sec. Substitutes						
0136020699000	20231	Retirement Certified		$	-	-		
0136020699000	20261	Unemployment Certified						
0136020699000	20271	Worker's Comp. Certified		$	-	-		
0136020699000	20281	Cash in Lieu Certified						
0136020699000	20291	Life Insurance Certified						
0136020699000	20330	Employee Training and Development Services						
0136020699000	20333	Travel/Mileage						
0136020699000	20610	Supplies						

		Totals	
Regular Education		$ 6,243,143.03	$ 6,598,721.11
SPED		$ 1,258,314.68	$ 1,330,657.28
Pupil Services		$ 311,875.31	$ 426,183.14
Staff Services		$ 134,700.35	$ 134,542.51
General Admin.		$ -	$ -
School Admin		$ 827,863.62	$ 893,046.59
Fiscal		$ -	$ -
Operations		$ 932,773.78	$ 939,206.69
Maintenance		$ 76,046.00	$ 76,046.00
Transportation		$ -	$ -
Early Childhood		$ -	$ -
Title		$ 16,851.57	$ 38,023.57
IDEA		$ 139,553.58	$ 62,857.90
BOE		$ -	$ -
AL		$ 9,784,716.77	$ 10,398,403.32

DISTRICT WIDE ACCOUNTS

org code	account code		Amount				
0180020221000		IMPROVEMENT OF INSTRUCTION					
0180020221000	20111	Salary Certified		$ 107,420	$ 116,186		
0180020221000	20112	Salary Classified					
0180020221000	20211	Health Ins. Certified		$ 19,471	$ 20,063		
0180020221000	20212	Health Ins. Classified					
0180020221000	20221	Soc. Sec. Certified		$ 8,218	$ 8,888		
0180020221000	20222	Soc. Sec. Classified		$ -	$ -		
0180020221000	20231	Retirement Certified		$ 10,610	$ 11,476		
0180020221000	20232	Retirement Classified		$ -	$ -		
0180020221000	20251	Tuition Reimbursement					
0180020221000	20261	Unemployment Certified					
0180020221000	20262	Unemployment Classified					
0180020221000	20271	Worker's Comp. Certified		$ 666	$ 720		
0180020221000	20272	Worker's Comp. Classified		$ -	$ -		
0180020221000	20281	Cash in Lieu Certified					
0180020221000	20282	Cash in Lieu Classified					
0180020221000	20291	Life Insurance Certified		$ 280	$ 280		TOTA
0180020221000	20292	Life Insurance Classified					
0180020221000	20330	Employee Training and Development Services					
0180020221000	20333	Mileage Paid to Staff					
0180020221000	20580	Travel					
0180020221000	20540	Advertising					
0180020221000	20610	General Supplies					
0180020221000	20733	Furniture and Fixtures					
0180020221000	20810	Dues and Fees		$ 3,250	$ 3,250		
TOTAL				$ 149,914	$ 160,863	7.3%	
0180020221200		CURRICULUM DEVELOPMENT					
0180020221200	20110	Salary Classified		$ 29,677	$ 30,035		
0180020221200	20111	Salary Certified		$ 211,328	$ 112,520		
0180020221200	20210	Health Ins. Classified		$ 10,063	$ 15,584		
0180020221200	20211	Health Ins. Certified		$ 20,761	$ 1,405		
0180020221200	20220	Soc. Sec. Classified		$ 2,270	$ 2,298		
0180020221200	20221	Soc. Sec. Certified		$ 16,167	$ 8,608		
0180020221200	20230	Retirement Classified		$ 2,931	$ 2,967		
0180020221200	20231	Retirement Certified		$ 20,873	$ 11,114		
0180020221200	20251	Tuition Reimbursement					
0180020221200	20260	Unemployment Classified					
0180020221200	20261	Unemployment Certified					
0180020221200	20270	Worker's Comp. Classified		$ 107	$ 186		
0180020221200	20271	Worker's Comp. Certified		$ 761	$ 698		
0180020221200	20280	Cash in Lieu Classified					
0180020221200	20281	Cash in Lieu Certified		$ 1,000	$ 1,000		
0180020221200	20290	Life Insurance Classified					
0180020221200	20291	Life Insurance Certified		$ 561	$ 561		
0180020221200	20320	Professional Educational Services		$ 20,000	$ 30,000		
0180020221200	20330	Employee Training and Development Services		$ 4,500	$ 4,500		
0180020221200	20333	Mileage Paid to Staff		$ 3,000	$ 7,500		
0180020221200	20340	Assessments		$ 75,000	$ 55,000		
0180020221200	20810	Dues and Fees		$ 1,000	$ 1,000		
TOTAL				$ 419,998	$ 284,975	-32.1%	
0180020231000		BOARD OF EDUCATION					

0180020231000	20810	Contracted Legal Services		$ 80,000	$ 80,000		
0180020231000	20320	Professional Educational Services		$ 23,000	$ 23,000		
0180020231000	20340	Other Professional Services		$ 2,500	$ 2,500		
0180020231000	20520	Insurance (Other Than Employee Benefits)		$ 86,000	$ 86,000		
0180020231000	20580	Travel		$ 10,000	$ 10,000		
0180020231000	20610	General Supplies		$ 4,500	$ 4,500		
0180020231000	20810	Dues and Fees		$ 12,500	$ 12,500		
TOTAL				$ 218,500	$ 218,500	0.0%	
0180020232000		EXECUTIVE GENERAL ADMINISTRATION					
0180020232000	20105	Salaries Paid to Superintendent		$ 207,100	$ 221,100		
0180020232000	20110	Salary Classified		$ 72,881	$ 75,035		
0180020232000	20210	Health Ins. Classified		$ 38,431	$ 40,397		
0180020232000	20211	Health Ins. Certified		$ 19,830	$ 20,860		
0180020232000	20220	Soc. Sec. Classifeid		$ 15,843	$ 16,914		
0180020232000	20221	Soc. Sec. Certified		$ 5,575	$ 5,740		
0180020232000	20230	Retirement Classified		$ 7,198	$ 7,411		
0180020232000	20231	Retirement Certified		$ 20,455	$ 21,838		
0180020232000	20251	Tuition Reimbursement					
0180020232000	20260	Unemployment Classified					
0180020232000	20261	Unemployment Certified					
0180020232000	20270	Worker's Comp. Classified		$ 452	$ 465		
0180020232000	20271	Worker's Comp. Certified		$ 1,284	$ 1,371		
0180020232000	20280	Cash in Lieu Classified					
0180020232000	20281	Cash in Lieu Certified					
0180020232000	20290	Life Insurance Classified		$ 167	$ 167		
0180020232000	20291	Life Insurance Certified		$ 327	$ 327		
0180020232000	20320	Professional Educational Services		$ 12,000	$ 12,000		
0180020232000	20330	Employee Training and Development Services		$ 7,500	$ 7,500		
0180020232000	20333	Mileage Paid to Staff		$ 13,000	$ 13,000		
0180020232000	20530	Communications		$ 600	$ 600		
0180020232000	20531	Postage		$ 10,000	$ 10,000		
0180020232000	20540	Advertising		$ 8,300	$ 8,300		
0180020232000	20590	Interagency Purchased Services					
0180020232000	20610	General Supplies		$ 17,000	$ 17,000		
0180020232000	20810	Dues and Fees					
TOTAL				$ 457,944	$ 480,026	4.8%	
0180020249000		SPED ADMINISTRATION					
0180020249000	20110	Salary Classified		$ 37,654	$ 38,792		
0180020249000	20111	Salary Certified		$ 89,957	$ 97,655		
0180020249000	20210	Health Ins. Classified		$ 41,467	$ 15,616		
0180020249000	20211	Health Ins. Certified		$ 57,578	$ 20,415		
0180020249000	20220	Soc. Sec. Classified		$ 2,881	$ 2,968		
0180020249000	20221	Soc. Sec. Certified		$ 6,882	$ 7,471		
0180020249000	20230	Retirement Classified		$ 3,719	$ 3,831		
0180020249000	20231	Retirement Certified		$ 8,885	$ 9,645		
0180020249000	20251	Tuition Reimbursement					
0180020249000	20260	Unemployment Classified					
0180020249000	20261	Unemployment Certified					
0180020249000	20270	Worker's Comp. Classified		$ 233	$ 241		
0180020249000	20271	Worker's Comp. Certified		$ 324	$ 605		
0180020249000	20280	Cash in Lieu Classified					
0180020249000	20281	Cash in Lieu Certified					
0180020249000	20290	Life Insurance Classified			$ 47		
0180020249000	20291	Life Insurance Certified			$ 281		
0180020249000	20320	Professional Educational Services					

0180020249000	20330	Employee Training and Development Services		$ 1,000	$ 1,000		
0180020249000	20333	Mileage Paid to Staff		$ 1,800	$ 1,800		
0180020249000	20530	Communications		$ 600	$ 600		
0180020249000	20610	General Supplies		$ 500	$ 500		
0180020249000	20810	Dues and Fees		$ 650	$ 650		
TOTAL				$ 254,129	$ 202,117	-20.5%	
0180020251000		FISCAL SERVICES					
0180020251000	20110	Salary Classified		$ 160,192	$ 167,404		
0180020251000	20111	Salary Certified		$ 126,998	$ 138,807		
0180020251000	20210	Health Ins. Classified		$ 55,577	$ 41,730		
0180020251000	20211	Health Ins. Certified		$ 19,541	$ 20,563		
0180020251000	20220	Soc. Sec. Classified		$ 12,255	$ 12,806		
0180020251000	20221	Soc. Sec. Certified		$ 9,715	$ 10,619		
0180020251000	20230	Retirement Classified		$ 15,822	$ 16,534		
0180020251000	20231	Retirment Certified		$ 12,544	$ 13,710		
0180020251000	20251	Tuition Reimbursement					
0180020251000	20260	Unemployment Classified					
0180020251000	20261	Unemployment Certified					
0180020251000	20270	Worker's Comp. Classified		$ 993	$ 1,038		
0180020251000	20271	Worker's Comp. Certified		$ 787	$ 861		
0180020251000	20280	Cash in Lieu Classified			$ 1,000		
0180020251000	20281	Cash in Lieu Certified					
0180020251000	20290	Life Insurance Classified		$ 261	$ 261		
0180020251000	20291	Life Insurance Certified		$ 280	$ 280		
0180020251000	20333	Mileage Paid to Staff		$ 3,000	$ 3,000		
0180020251000	20520	Insurance (property/liability)		$ 260,000	$ 260,000		
0180020251000	20610	General Supplies		$ 3,000	$ 3,000		
0180020251000	20733	Furniture and Fixtures		$ 1,000	$ 1,000		
0180020251000	20810	Dues and Fees		$ 17,275	$ 17,275		
0180020251000	20835	Interest on Short-Term Debt		$ 30,000	$ 30,000		
TOTAL				$ 729,241	$ 739,887	1.5%	
0180020253000		DUPLICATING SERVICES					
0180020253000	20430	Repairs and Maintenance Services					
0180020253000	20442	Rentals of Equipment and Vehicles		$ 85,000	$ 85,000		
TOTAL				$ 85,000	$ 85,000	0.0%	
0180020256000		PUBLIC INFORMATION SERVICES					
0180020256000	20110	Salary Classified		$ 78,573	$ 81,530		
0180020256000	20210	Health Ins. Classified		$ 26,702	$ 28,730		
0180020256000	20220	Soc. Sec. Classified		$ 6,011	$ 6,237		
0180020256000	20230	Retirement Classified		$ 7,761	$ 8,053		
0180020256000	20260	Unemployment Classified					
0180020256000	20270	Worker's Comp. Classified		$ 487	$ 505		
0180020256000	20280	Cash in Lieu Classified					
0180020256000	20290	Life Insurance Classified		$ 561	$ 561		
0180020256000	20320	Professional Educational Services		$ 30,000	$ 23,265		
0180020256000	20333	Mileage Paid to Staff			$ 500		
0180020256000	20531	Postage		$ 1,350	$ 4,500		
0180020256000	20540	Advertising		$ 15,650	$ 15,650		
0180020256000	20550	Printing and Binding		$ 7,600	$ 9,000		
0180020256000	20610	General Supplies		$ 9,250	$ 9,250		
0180020256000	20810	Dues and Fees		$ 815	$ 2,500		
TOTAL				$ 184,759	$ 190,281	3.0%	
0180020257000		PERSONNEL SERVICES					
0180020257000	20110	Salary Classified		$ 39,319	$ 40,848		
0180020257000	20210	Health Ins. Classified		$ 19,226	$ 20,210		

0180020257000	20220	Soc. Sec. Classified		$ 3,008	$ 3,125		
0180020257000	20230	Retirement Classified		$ 3,884	$ 4,035		
0180020257000	20260	Unemployment Classified					
0180020257000	20270	Worker's Comp. Classified		$ 244	$ 253		
0180020257000	20280	Cash in Lieu Classified					
0180020257000	20290	Life Insurance Classified		$ 280	$ 280		
0180020257000	20330	Employee Training and Development Services		$ 3,250	$ 3,250		
0180020257000	20340	Other Professional Services		$ 20,500	$ 20,500		
0180020257000	20540	Advertising		$ 15,000	$ 15,000		
0180020257000	20580	Travel		$ 3,000	$ 3,000		
0180020257000	20610	General Supplies		$ 750	$ 750		
0180020257000	20810	Dues and Fees		$ 7,450	$ 7,450		
TOTAL				$ 115,909	$ 118,701	2.4%	
0180020258000		TECHNOLOGY SERVICES					
0180020258000	20111	Salary Certified		$ 77,010	$ 78,455		
0180020258000	20114	Salary Classified		$ 292,234	$ 301,099		
0180020258000	20211	Health Ins. Certified		$ 75,000	$ 20,345		
0180020258000	20214	Health Ins. Classified		$ 49,584	$ 115,405		
0180020258000	20221	Soc. Sec. Classified		$ 5,891	$ 6,002		
0180020258000	20224	Soc. Sec. Classified		$ 22,356	$ 23,034		
0180020258000	20231	Retirement Certified		$ 7,606	$ 7,749		
0180020258000	20234	Retirement Classified		$ 28,864	$ 29,740		
0180020258000	20251	Tuition Reimbursement					
0180020258000	20261	Unemployment Certified					
0180020258000	20264	Unemployment Classified					
0180020258000	20271	Worker's Comp. Certified		$ 477	$ 486		
0180020258000	20274	Worker's Comp. Classified		$ 18,119	$ 18,668		
0180020258000	20281	Cash in Lieu Certified					
0180020258000	20284	Cash in Lieu Classified					
0180020258000	20291	Life Insurance Certified		$ 46	$ 46		
0180020258000	20294	Life Insurance Classified		$ 864	$ 1,515		
0180020258000	20330	Employee Training and Development Services		$ 8,000	$ 8,000		
0180020258000	20333	Mileage Paid to Staff		$ 2,500	$ 2,500		
0180020258000	20340	Other Professional Services (computer repair)		$ 30,000	$ 30,000		
0180020258000	20382	Distance Education & Telecommunications		$ 195,000	$ 195,000		
0180020258000	20650	Supplies - Technology Related		$ 5,000	$ 5,000		
0180020258000	20733	Furniture and Fixtures		$ 500	$ 500		
0180020258000	20734	Technology-Related Hardware		$ 20,000	$ 20,000		
0180020258000	20735	Technology Software		$ 35,000	$ 35,000		
TOTAL				$ 874,051	$ 898,544	2.8%	
0180020261000		BUILDING OPERATIONS					
0180020261000	20110	Salary Classified		$ 125,212	$ 115,801		
0180020261000	20130	Overtime			$ 15,000		
0180020261000	20210	Health Benefits - Non-Instructional		$ 451	$ 9,118		
0180020261000	20220	Soc. Sec. Classified		$ 9,579	$ 8,859		
0180020261000	20230	Retirement Classified		$ 12,367	$ 11,438		
0180020261000	20260	Unemployment Classified					
0180020261000	20270	Worker's Comp. Classified		$ 776	$ 718		
0180020261000	20280	Cash in Lieu Classified					
0180020261000	20290	Life Insurance Classified		$ 46	$ 429		
0180020261000	20340	Other Professional Services		$ 8,000	$ 8,000		
0180020261000	20352	Other Technical Services		$ 2,500	$ 2,500		
0180020261000	20530	Communications		$ 30,000	$ 30,000		
0180020261000	20610	General Supplies		$ 165,000	$ 165,000		
0180020261000	20621	Natural Gas		$ 5,000	$ 7,300		

0180020261000	20622	Electricity		$ 500	$ 27,000		
0180020261000	20629	Garbage		$ 20,000	$ 20,000		
0180020261000	20730	Equipment		$ 30,000	$ 30,000		
TOTAL				$ 409,431	$ 451,162	10.2%	
0180020262000		MAINTENANCE OF BUIDLINGS					
0180020262000	20110	Salary Classified		$ 287,768	$ 306,100		
0180020262000	20120	Salary Temporary		$ 10,270	$ 15,000		
0180020262000	20130	Salary Overtime		$ 15,000	$ 15,000		
0180020262000	20210	Health Ins. Classified		$ 63,227	$ 82,126		
0180020262000	20220	Soc. Sec. Classified		$ 23,947	$ 25,712		
0180020262000	20231	Retirement Classified		$ 28,423	$ 30,233		
0180020262000	20260	Unemployment Classified					
0180020262000	20270	Worker's Comp. Classified		$ 1,036	$ 1,898		
0180020262000	20280	Cash in Lieu Classified					
0180020262000	20290	Life Insurance Classified		$ 1,275	$ 1,275		
0180020262000	20352	Other Technical Services					
0180020262000	20430	Repairs and Maintenance Services		$ 30,828	$ 30,828		
0180020262000	20530	Communications		$ 4,200	$ 4,200		
0180020262000	20610	General Supplies		$ 12,000	$ 12,000		
0180020262000	20730	Equipment		$ 2,000	$ 2,000		
0180020262000	20733	Furniture and Fixtures					
0180020262000	20810	Dues and Fees					
TOTAL				$ 479,975	$ 526,372	9.7%	
0180020265000		STUDENT TRANSPORTATION VEHICLES					
0180020265000	20610	General Supplies					
0180020265000	20732	Vehicles		$ 50,000	$ 50,000		
TOTAL				$ 50,000	$ 50,000	0.0%	
0180020266000		SECURITY					
0180020266000	20340	Other Professional Services					
0180020266000	20610	General Supplies					
0180020266000	20626	Gasoline					
TOTAL				$ -	$ -		
0180020271000		TRANSPORTATION REG. ED					
0180020271000	20110	Salary Classified			$ 15,000		
0180020271000	20210	Health Ins. Classified					
0180020271000	20220	Soc. Sec. Classified		$ -	$ 1,148		
0180020271000	20230	Retirement Classified		$ -	$ 1,482		
0180020271000	20260	Unemployment Classified					
0180020271000	20270	Worker's Comp. Classified		$ -	$ 93		
0180020271000	20280	Cash in Lieu Classified					
0180020271000	20290	Life Insurance Classified					
0180020271000	20332	Mileage Paid to Parents		$ 2,000	$ 2,000		
0180020271000	20340	Other Professional Services(Activity/Field Trips)		$ 65,000	$ 65,000		
0180020271000	20510	Student Transportation Services(LC)		$ 430,000	$ 430,000		
0180020271000	20530	Communications		$ 1,500	$ 1,500		
0180020271000	20626	Gasoline		$ 40,000	$ 40,000		
0180020271000	20810	Dues and Fees					
0180020271000	20430	Other Professional Services (tires and parts)		$ 8,000	$ 8,000		
TOTAL				$ 546,500	$ 564,222	3.2%	
0180020271200		SPED TRANSPORTATION					
0180020271200	20110	Salary Driver		$ 209,145	$ 237,653		
0180020271200	20112	Salary Classified		$ 20,844	$ 23,906		
0180020271200	20130	Overtime Driver			$ 25,000		
0180020271200	20132	Overtime					

0180020271200	20210	Health Ins. Driver		$ 65,000	$ 51,204		
0180020271200	20212	Health Ins. Classified					
0180020271200	20220	Soc. Sec. Driver		$ 16,000	$ 18,180		
0180020271200	20222	Soc. Sec. Classified		$ 1,595	$ 1,829		
0180020271200	20230	Retirement Driver		$ 20,657	$ 23,473		
0180020271200	20232	Retirement Classified		$ 2,059	$ 2,361		
0180020271200	20260	Unemployment Driver					
0180020271200	20262	Unemployment Classified					
0180020271200	20270	Worker's Comp. Driver		$ 753	$ 1,473		
0180020271200	20272	Worker's Comp. Classified		$ 75	$ 148		
0180020271200	20280	Cash in Lieu Driver					
0180020271200	20282	Cash in Lieu Classifed					
0180020271200	20290	Life Insurance Driver		$ 405	$ 429		
0180020271200	20292	Life Insurance Classified		$ 92	$ 93		
	20332`	Mileage Paid to Parents		$ 3,000	$ 3,000		
0180020271200	20430	Repairs and Maintenance Services		$ 50,000	$ 50,000		
0180020271200	20510	Student Transportation Services			$ 10,000		
0180020271200	20520	Insurance (vehicle Ins.)		$ 58,000	$ 58,000		
0180020271200	20530	Communications		$ 7,500	$ 7,500		
0180020271200	20626	Gasoline		$ 75,000	$ 75,000		
0180020271200	20732	Vehicles		$ 56,000	$ 56,000		
0180020271200	20810	Dues and Fees					
TOTAL				$ 586,124	$ 645,250	10.1%	
0180020340000		PRIVATE GRANTS AUTISM AND BUFFETT					
0180020340000	20110	Salary Classified					
0180020340000	20111	Salary Certified		$ 85,498	$ 43,555		
0180020340000	20112	Salary Classified					
0180020340000	20211	Health Ins. Certfied		$ 19,084	$ 20,220		
0180020340000	20212	Health Ins. Classified					
0180020340000	20221	Soc. Sec. Certified		$ -	$ -		
0180020340000	20222	Soc. Sec. Classified		$ 6,541	$ 3,332		
0180020340000	20223	Soc. Sec. Substitutes		$ -	$ -		
0180020340000	20231	Retirement Certified		$ -	$ -		
0180020340000	20251	Retirement Classified		$ 8,445	$ 4,302		
0180020340000	20232	Tuition Reimbursement					
0180020340000	20261	Unemployment Certified					
0180020340000	20262	Unemployment Classified					
0180020340000	20271	Worker's Comp. Certified		$ 308	$ 270		
0180020340000	20272	Worker's Comp. Classified		$ -	$ -		
0180020340000	20281	Cash in Lieu Certified		$ 1,000	$ 1,000		
0180020340000	20282	Cash in Lieu Classifed					
0180020340000	20291	Life Insurance Certified		$ 93	$ 47		
0180020340000	20292	Life Insurance Classified					
0180020340000	20330	Mileage Paid to Staff		$ 340	$ 340		
0180020340000	20610	General Supplies		$ 11,531	$ 11,531		
0180020340000	20734	Technology-Related Hardware		$ 916	$ 916		
TOTAL				$ 133,755	$ 85,513	-36.1%	
0180020350000		OTHER CATERGORICAL PROGRAMS (REGION 24)					
0180020350000	20111	Salary Certified		$ 62,523	$ 65,156		
0180020350000	20113	Salary Substitute					
0180020350000	20211	Health Ins. Certfied			$ 20,299		
0180020350000	20221	Soc. Sec. Certified		$ 4,783	$ 4,984		
0180020350000	20223	Soc. Sec. Substitutes					
0180020350000	20231	Retirement Certified		$ 6,175	$ 6,435		
0180020350000	20251	Tuition Reimbursement					

0180020350000	20261	Unemployment Certified					
0180020350000	20271	Worker's Comp. Certified		$ 225	$ 404		
0180020350000	20281	Cash in Lieu Certified					
0180020350000	20291	Life Insurance Certified		$ 46	$ 46		
0180020350000	20330	Employee Training and Development Services		$ 5,557	$ 5,557		
0180020350000	20340	Other Professional Services					
0180020350000	20610	General Supplies		$ 3,438	$ 3,438		
0880020262000	20450	Building Improvements					
0280020110000	20734	Depreciation Technology					
0280020120000	20732	Depreciation Vehicles					
0980020262000	20450	QCPUF					
TOTAL				$ 82,747	$ 106,319	28.5%	
0180020640400		DW IDEA TRANSPORTATION PK					
0180020640400	20110	Salary Classified					
0180020640400	20210	Health Ins. Classified					
0180020640400	20220	Soc. Sec. Classified					
0180020640400	20230	Retirement Classified					
0180020640400	20260	Unemployment Classified					
0180020640400	20270	Worker's Comp. Classified					
0180020640400	20280	Cash in Lieu Classified					
0180020640400	20290	Life Insurance Classified					
TOTAL				$ -	$ -		
0180020620000		TITLE ST. GERALD'S					
0180020620000	20112	Salary Classified			$ 5,393		
0180020620000	20212	Health Ins. Classified					
0180020620000	20222	Soc. Sec. Classified			$ 413		
0180020620000	20232	Retirement Classified			$ 533		
0180020620000	20262	Unemployment Classified					
0180020620000	20272	Worker's Comp. Classified			$ 33		
0180020620000	20282	Cash in Lieu Classified					
0180020620000	20292	Life Insurance Classified					
0180020620000	20610	General Supplies					
TOTAL				$ -	$ 6,372		
0180020631000		TiTLE 2 ST. GERALD'S					
0180020631000	20330	Employee Training and Development Services					
0180020631000	20640	Books and Periodicals					
TOTAL				$ -	$ -		
0180020641000		DW IDEA TRANSPORTATION					
0180020641000	20110	Salary Classified		$ 56,894	$ 56,894		
0180020641000	20210	Health Ins. Classified		$ 25,000	$ 25,000		
0180020641000	20220	Soc. Sec. Classified		$ 4,347	$ 4,347		
0180020641000	20230	Retirement Classified		$ 5,620	$ 5,620		
0180020641000	20260	Unemployment Classified					
0180020641000	20270	Worker's Comp. Classified		$ 205	$ 353		
0180020641000	20280	Cash in Lieu Classified					
0180020641000	20290	Life Insurance Classified		$ 140	$ 140		
Total				$ 92,206	$ 92,354	10.1%	
1080020215100		Suburban Schools/Cooperative Fund					
1080020215100	20111	Salary Certified			$ 563,162		
1080020215100	20112	Salary Classified			$ 484,362		
1080020215100	20113	Salary Substitute			$ 10,000		
1080020215100	20211	Health Ins. Certified			$ 122,724		

1080020215100	20212	Health Ins. Classified			$ 121,942		
1080020215100	20221	Soc. Sec. Certified			$ 43,082		
1080020215100	20222	Soc. Sec. Classified			$ 37,054		
1080020215100	20223	Soc. Sec. Substitute			$ 765		
1080020215100	20231	Retirement Certified			$ 55,628		
1080020215100	20232	Retirement Classified			$ 47,844		
1080020215100	20251	Tuition Reimbursement					
1080020215100	20261	Unemployment Certified					
1080020215100	20262	Unemployment Classified					
1080020215100	20272	Worker's Comp. Certified			$ 3,492		
1080020215100	20273	Worker's Comp. Classified			$ 3,003		
1080020215100	20281	Cash in Lieu Certified			$ 1,000		
1080020215100	20282	Cash in Lieu Classified			$ 2,315		
1080020215100	20291	Life Insurance Certified			$ 757		
1080020215100	20292	Life Insurance Classified			$ 890		
1080020215100	20320	Professional Educational Services			$ 5,000		
1080020215100	20330	Employee Training and Development Services			$ 1,000		
1080020215100	20333	Mileage to staff			$ 30,000		
1080020215100	20610	General Supplies			$ 9,000		
Total				$ -	$ 1,543,019	10.1%	
0180020641200		DW IDEA Proportional					
	20320	Professional Educational Services					
Total				$ -	$ -		

		Totals	
Regular Education		$ -	$ -
SPED		$ 254,129	$ 202,117
Pupil Services		$ -	$ -
Staff Services		$ 1,644,873	$ 1,548,083
General Admin.		$ 642,703	$ 670,307
School Admin		$ -	$ -
Fiscal		$ 729,241	$ 739,887
Operations		$ 409,431	$ 451,162
Maintenance		$ 479,975	$ 526,372
Transportation		$ 1,182,624	$ 1,259,472
Early Childhood		$ -	$ -
Title		$ -	$ 6,372
IDEA		$ 92,206	$ 92,354
BOE		$ 218,500	$ 218,500
L		$ 5,342,977	$ 5,397,401

TOTALS PAGE

			Totals	17/18				
		Disbursements					**Income**	
		Regular Education	$ 17,152,498	16530056	3.8%		Property Tax	
		SPED	$ 5,593,252	5164136	8.3%		Pro-Rata Motor Vehicle	
		Pupil Services	$ 1,244,128	1081358	15.1%		Motor Vehicle Tax	
		Staff Services	$ 2,230,089	2163431	3.1%		Homestead Exemption	
		General Admin.	$ 642,703	702111	-8.5%		Tuition from individuals	
		School Admin	$ 2,130,108	2120211	0.5%		Tuition from other distric	
		Fiscal	$ 729,241	766859	-4.9%		Interest on investments	
		Operations	$ 2,908,987	2928495	-0.7%		Local Fines and Fees	
		Maintenance	$ 837,106	870092	-3.8%		Other Local Revenue	
		Transportation	$ 1,182,624	1128433	4.8%		County Fines and License	
		Early Childhood	$ 11,075				State Aid	
		Title	$ 747,319				SPED Programs	
		IDEA	$ 975,604				SPED Transportation	
		BOE	$ 218,500				State Apportionment	
							Public Power Sales Tax	
	TOTAL		$ 34,869,236				Income from Cash Balanc	
				-$ 0			Total	
			Totals	18/19	change			
		Disbursements					**Income**	
		Regular Education	$ 18,242,455	$ 17,152,498	6.35%		Property Tax	
		SPED	$ 5,496,875	$ 5,593,252	-1.72%		Pro-Rata Motor Vehicle	
		Pupil Services	$ 1,253,316	$ 1,244,128	0.74%		Motor Vehicle Tax	
		Staff Services	$ 2,112,469	$ 2,230,089	-5.27%		Homestead Exemption	
		General Admin.	$ 670,307	$ 642,703	4.29%		Tuition from individuals	
		School Admin	$ 2,193,284	$ 2,130,108	2.97%		Tuition from other distric	
		Fiscal	$ 739,887	$ 729,241	1.46%		Interest on investments	
		Operations	$ 3,061,123	$ 2,908,987	5.23%		Local Fines and Fees	

		Maintenance		$ 884,830	$ 837,106	5.70%		Other Local Revenue		
		Transportation		$ 1,259,472	$ 1,182,624	6.50%		County Fines and License		
		Early Childhood		$ 22,415	$ 11,075	102.39%		State Aid		
		Title		$ 756,592	$ 747,319	1.24%		SPED Programs		
		IDEA		$ 899,222	$ 975,604	-7.83%		SPED Transportation		
		BOE		$ 218,500	$ 218,500	0.00%		State Apportionment		
								Public Power Sales Tax		
								Income from Cash Balanc		
	TOTAL			$ 36,132,518	$ 34,869,236	3.62%		Total		
				-$ 0.00						

$ 17,242,180		
$ 25,000		
$ 2,600,000		
$ 225,000		
$ -		
$ -		
$ 10,000		
$ 40,675		
$ 10,000		
$ 90,000		
$ 11,425,321		
$ 2,200,000		
$ 225,000		
$ 430,000		
$ 340,000		
$ 6,060		
$ 34,869,236		
		change
$ 17,853,631	$ 17,242,180	3.55%
$ 30,000	$ 25,000	20.00%
$ 2,496,062	$ 2,600,000	-4.00%
$ 240,000	$ 225,000	6.67%
$ -	$ -	0.00%
$ -	$ -	0.00%
$ 10,000	$ 10,000	0.00%
$ 40,000	$ 40,675	-1.66%

$ 10,000	$ 10,000	0.00%
$ 90,000	$ 90,000	0.00%
$ 12,267,825	$ 11,425,321	7.37%
$ 2,100,000	$ 2,200,000	-4.55%
$ 220,000	$ 225,000	-2.22%
$ 400,000	$ 430,000	-6.98%
$ 375,000	$ 340,000	10.29%
$ -	$ 6,060	-100.00%
$ 36,132,518	$ 34,869,236	3.62%

Board of Education Legislative Goals
2018/2019

Ralston Public Schools Non-negotiables

- RPS will continue to cultivate a systems thinking approach to all school business and operations through our defined strategic planning process.
- RPS will continue to provide the programs and services that support the strategic plan areas of Achievement, Character, 21st Century Learning, AdvancED School Improvement, and District Communications.
- RPS will continue to refine and grow our academic programs to meet the needs of all of our students.
- RPS will continue to deliver outstanding activity programs to allow our students a well rounded school experience.
- RPS will continue to evaluate the effectiveness and efficiency of all programs and services to meet the demands of a changing society.
- RPS will refine and grow our outreach programs and service expectations to all stakeholders.
- RPS will continue to offer a rich variety of research based instructional programs and curricular offerings to meet the needs of all learners.
- RPS will research and identify further opportunities and initiatives to help all of our students to be college or career ready.

Board of Education Legislative Goals

- Continued emphasis that our students and education are a priority in Nebraska as well as advocate for local control and decision making.
- Continued emphasis of State Equalization Aid (TEEOSA) and the infusion of further dollars into the aid formula.
- Oppose tax cuts that endanger any part of the State's revenue stream.
- Monitor any legislation that adjusts property valuation.
- Increase Special Education Funding.
- Continue to support and enhance Learning Community Programs that serve at-risk and diverse student populations in Ralston and within the Metro Area.
- Support legislation or the infusion of more funding for early childhood programs specifically programs serving students in high poverty high need areas. This may include the adjustment of the needs formula for pre-school students within TEEOSA
- Encourage further adjustments to the needs formula within TEEOSA specifically ELL and poverty. Are the current needs calculations in these areas addressing the increasing needs students and schools encounter?
- Support systems, initiatives, and funding options to cultivate additional opportunities to enhance college and career readiness specifically in vocational or certification focused areas.
- Advocate for targeted programs and funding that support the "Whole Child" as it relates to students' social, emotional, and physical well being.
- Oppose any legislation that advances any initiative addressing charter schools or voucher systems that reduce funding and opportunities for public schools.

2019 LEGISLATIVE COMMITTEES

Committee on Committees Preliminary Report
Standing Committees

Updated 1/9/19

Agriculture (8)
Rm. 1524 - Tuesday
Halloran (C), Albrecht, Blood, Chambers, Hansen, B., Lathrop, Moser, Slama

Appropriations (9)
Rm. 1003 – Monday, Tuesday, Wednesday, Thursday, & Friday
Stinner (C), Bolz, Clements, Dorn, Erdman, Hilkemann, McDonnell, Vargas, Wishart

Banking, Commerce and Insurance (8)
Rm. 1507 - Monday & Tuesday
Williams (C), Gragert, Howard, Kolterman, La Grone, Lindstrom, McCollister, Quick

Business and Labor (7)
Rm. 1524 - Monday
Hansen, M. (C), Chambers, Crawford, Halloran, Hansen, B., Lathrop, Slama

Education (8)
Rm. 1525 - Monday & Tuesday
Groene (C), Brewer, Kolowski, Linehan, Morfeld, Murman, Pansing Brooks, Walz

General Affairs (8)
Rm. 1510 - Monday
Briese (C), Albrecht, Arch, Blood, Hunt, Lowe, Moser, Wayne

Government, Military and Veterans Affairs (8)
Rm. 1507 - Wednesday, Thursday, & Friday
Brewer (C), Blood, Gragert, Hansen, M., Hilgers, Hunt, Kolowski, Lowe

Health and Human Services (7)
Rm. 1510 - Wednesday, Thursday, & Friday
Howard (C), Arch, Cavanaugh, Hansen, B., Murman, Walz, Williams

Judiciary (8)
Warner Chamber - Wednesday, Thursday, & Friday
Lathrop (C), Brandt, Chambers, DeBoer, Morfeld, Pansing Brooks, Slama, Wayne

Natural Resources (8)
Rm. 1525 - Wednesday, Thursday, & Friday
Hughes (C), Albrecht, Bostelman, Geist, Halloran, La Grone, Moser, Quick

Nebraska Retirement Systems (6)
Rm. 1525 - At call of Chair
Kolterman (C), Bolz, Groene, Kolowski, Lindstrom, Stinner

Revenue (8)
Rm. 1524 - Wednesday, Thursday, & Friday
Linehan (C), Briese, Crawford, Friesen, Groene, Kolterman, Lindstrom, McCollister

Transportation and Telecommunications (8)
Warner Chamber - Monday & Tuesday
Friesen (C), Bostelman, Brandt, Cavanaugh, DeBoer, Geist, Hilgers, Hughes

Urban Affairs (7)
Rm. 1510 - Tuesday
Wayne (C), Arch, Briese, Crawford, Hansen, M., Hunt, Lowe

Select Committees

Committee on Committees (13)
Hilkemann (C)

District 1:	*District 2:*	*District 3:*
Bostelman	Howard	Erdman
Hilgers	Lathrop	Friesen
Pansing Brooks	Lindstrom	Groene
Morfeld (VC)	Vargas	Murman

Enrollment and Review (1)
Slama (C)

Reference (9)
Hilgers (C), Vargas (VC), Bolz, Chambers, Hughes, Kolterman, Lowe, McCollister, Scheer, Stinner (nonvoting ex officio)

Rules (6)
Crawford (C), Erdman, Howard, Hansen, M., Lathrop, Scheer (ex officio)

Special Committees

Building Maintenance (6)

Education Commission of the States (3)

Executive Board of the Legislative Council (9)
Hilgers (C), Vargas (VC), Bolz, Chambers, Hughes, Kolterman, Lowe, McCollister, Scheer, Stinner (nonvoting ex officio)

Justice Reinvestment Oversight (5)

Legislative Performance Audit (7)

Legislature's Planning (9)

Midwestern Higher Education Commission (Midwest Compact) (2)

State-Tribal Relations (7)

2019 NEBRASKA UNICAMERAL LEGISLATURE
Alphabetical List

Capitol Mailing Address: Senator _____
District # State Capitol
PO Box 94604
Lincoln NE 68509-4604

As of 1/09/2019

Senator	District	Capitol Phone	Room	City
Albrecht, Joni	17	(402) 471-2716		Thurston
Arch, John	14	(402) 471-2730		La Vista
Blood, Carol	3	(402) 471-2627		Bellevue
Bolz, Kate	29	(402) 471-2734		Lincoln
Bostelman, Bruce	23	(402) 471-2719		Brainard
Brandt, Tom	32	(402) 471-2711		Plymouth
Brewer, Tom	43	(402) 471-2628		Gordon
Briese, Tom	41	(402) 471-2631		Albion
Cavanaugh, Machaela	6	(402) 471-2714		Omaha
Chambers, Ernie	11	(402) 471-2612		Omaha
Clements, Robert	2	(402) 471-2613		Elmwood
Crawford, Sue	45	(402) 471-2615		Bellevue
DeBoer, Wendy	10	(402) 471-2718		Bennington
Dorn, Myron	30	(402) 471-2620		Adams
Erdman, Steve	47	(402) 471-2616		Bayard
Friesen, Curt	34	(402) 471-2630		Henderson
Geist, Suzanne	25	(402) 471-2731		Lincoln
Gragert, Tim	40	(402) 471-2801		Creighton
Groene, Mike	42	(402) 471-2729		North Platte
Halloran, Steve	33	(402) 471-2712		Hastings
Hansen, Ben	16	(402) 471-2728		Blair
Hansen, Matt	26	(402) 471-2610		Lincoln
Hilgers, Mike	21	(402) 471-2673		Lincoln
Hilkemann, Robert	4	(402) 471-2621		Omaha
Howard, Sara	9	(402) 471-2723		Omaha
Hughes, Dan	44	(402) 471-2805		Venango
Hunt, Megan	8	(402) 471-2722		Omaha
Kolowski, Rick	31	(402) 471-2327		Omaha
Kolterman, Mark	24	(402) 471-2756		Seward
La Grone, Andrew	49	(402) 471-2725		Gretna
Lathrop, Steve	12	(402) 471-2623		Omaha
Lindstrom, Brett	18	(402) 471-2618		Omaha
Linehan, Lou Ann	39	(402) 471-2885		Elkhorn
Lowe, John S., Sr.	37	(402) 471-2726		Kearney
McCollister, John S.	20	(402) 471-2622		Omaha
McDonnell, Mike	5	(402) 471-2710		Omaha
Morfeld, Adam	46	(402) 471-2720		Lincoln
Moser, Mike	22	(402) 471-2715		Columbus
Murman, Dave	38	(402) 471-2732		Glenvil
Pansing Brooks, Patty	28	(402) 471-2633		Lincoln
Quick, Dan	35	(402) 471-2617		Grand Island
Scheer, Jim	19	(402) 471-2929		Norfolk
Slama, Julie	1	(402) 471-2733		Peru
Stinner, John P.	48	(402) 471-2802		Gering
Vargas, Tony	7	(402) 471-2721		Omaha
Walz, Lynne	15	(402) 471-2625		Fremont
Wayne, Justin T.	13	(402) 471-2727		Omaha
Williams, Matt	36	(402) 471-2642		Gothenburg
Wishart, Anna	27	(402) 471-2632		Lincoln

2018 NEBRASKA UNICAMERAL LEGISLATURE
District List

Capitol Mailing Address: Senator _____
District # State Capitol
PO Box 94604
Lincoln NE 68509-4604

District	Senator	Capitol Phone	Room	City
1	**Slama**, Julie	(402) 471-2733		Peru
2	**Clements**, Robert	(402) 471-2613		Elmwood
3	**Blood**, Carol	(402) 471-2627		Bellevue
4	**Hilkemann**, Robert	(402) 471-2621		Omaha
5	**McDonnell**, Mike	(402) 471-2710		Omaha
6	**Cavanaugh**, Machaela	(402) 471-2714		Omaha
7	**Vargas**, Tony	(402) 471-2721		Omaha
8	**Hunt**, Megan.	(402) 471-2722		Omaha
9	**Howard**, Sara	(402) 471-2723		Omaha
10	**DeBoer**, Wendy	(402) 471-2718		Bennington
11	**Chambers**, Ernie	(402) 471-2612		Omaha
12	**Lathrop**, Steve	(402) 471-2623		Omaha
13	**Wayne**, Justin T.	(402) 471-2727		Omaha
14	**Arch**, John	(402) 471-2730		La Vista
15	**Walz**, Lynne	(402) 471-2625		Fremont
16	**Hansen**, Ben	(402) 471-2728		Blair
17	**Albrecht**, Joni	(402) 471-2716		Thurston
18	**Lindstrom**, Brett	(402) 471-2618		Omaha
19	**Scheer**, Jim	(402) 471-2929		Norfolk
20	**McCollister**, John S.	(402) 471-2622		Omaha
21	**Hilgers**, Mike	(402) 471-2673		Lincoln
22	**Moser**, Mike	(402) 471-2715		Columbus
23	**Bostelman**, Bruce	(402) 471-2719		Brainard
24	**Kolterman**, Mark	(402) 471-2756		Seward
25	**Geist**, Suzanne	(402) 471-2731		Lincoln
26	**Hansen**, Matt	(402) 471-2610		Lincoln
27	**Wishart**, Anna	(402) 471-2632		Lincoln
28	**Pansing Brooks**, Patty	(402) 471-2633		Lincoln
29	**Bolz**, Kate	(402) 471-2734		Lincoln
30	**Dorn**, Myron	(402) 471-2620		Adams
31	**Kolowski**, Rick	(402) 471-2327		Omaha
32	**Brandt**, Tom	(402) 471-2711		Plymouth
33	**Halloran**, Steve	(402) 471-2712		Hastings
34	**Friesen**, Curt	(402) 471-2630		Henderson
35	**Quick**, Dan	(402) 471-2617		Grand Island
36	**Williams**, Matt	(402) 471-2642		Gothenburg
37	**Lowe**, John S., Sr.	(402) 471-2726		Kearney
38	**Murman**, Dave	(402) 471-2732		Glenvil
39	**Linehan**, Lou Ann	(402) 471-2885		Elkhorn
40	**Gragert**, Tim	(402) 471-2801		Creighton
41	**Briese**, Tom	(402) 471-2631		Albion
42	**Groene**, Mike	(402) 471-2729		North Platte
43	**Brewer**, Tom	(402) 471-2628		Gordon
44	**Hughes**, Dan	(402) 471-2805		Venango
45	**Crawford**, Sue	(402) 471-2615		Bellevue
46	**Morfeld**, Adam	(402) 471-2720		Lincoln
47	**Erdman**, Steve	(402) 471-2616		Bayard
48	**Stinner**, John P.	(402) 471-2802		Gering
49	**La Grone**, Andrew	(402) 471-2725		Gretna

2019 Legislative Session

January

Sun	Mon	Tue	Wed	Thur	Fri	Sat
		1	2	3	4	5
6	7	8	9 DAY 1	10 DAY 2	11 DAY 3	12
13	14 DAY 4	15 DAY 5	16 DAY 6	17 DAY 7	18 DAY 8	19
20	21 HOLIDAY	22 DAY 9	23 DAY 10	24 DAY 11	25 DAY 12	26
27	28 DAY 13	29 DAY 14	30 DAY 15	31 DAY 16		

February

Sun	Mon	Tue	Wed	Thur	Fri	Sat
					1 DAY 17	2
3	4 DAY 18	5 DAY 19	6 DAY 20	7 DAY 21	8 DAY 22	9
10	11 DAY 23	12 DAY 24	13 DAY 25	14 DAY 26	15 RECESS	16
17	18 HOLIDAY	19 DAY 27	20 DAY 28	21 DAY 29	22 DAY 30	23
24	25 RECESS	26 DAY 31	27 DAY 32	28 DAY 33		

March

Sun	Mon	Tue	Wed	Thur	Fri	Sat
					1 DAY 34	2
3	4 DAY 35	5 DAY 36	6 DAY 37	7 DAY 38	8 RECESS	9
10	11 RECESS	12 DAY 39	13 DAY 40	14 DAY 41	15 DAY 42	16
17	18 DAY 43	19 DAY 44	20 DAY 45	21 DAY 46	22 RECESS	23
24 31	25 DAY 47	26 DAY 48	27 DAY 49	28 DAY 50	29 RECESS	30

April

Sun	Mon	Tue	Wed	Thur	Fri	Sat
	1 RECESS	2 DAY 51	3 DAY 52	4 DAY 53	5 DAY 54	6
7	8 DAY 55	9 DAY 56	10 DAY 57	11 DAY 58	12 RECESS	13
14	15 DAY 59	16 DAY 60	17 DAY 61	18 DAY 62	19 RECESS	20
21	22 RECESS	23 DAY 63	24 DAY 64	25 DAY 65	26 DAY 66*	27
28	29 DAY 67	30 DAY 68				

May

Sun	Mon	Tue	Wed	Thur	Fri	Sat
			1 DAY 69	2 DAY 70	3 RECESS	4
5	6 RECESS	7 DAY 71	8 DAY 72	9 DAY 73	10 DAY 74	11
12	13 DAY 75	14 DAY 76	15 DAY 77	16 DAY 78	17 RECESS	18
19	20 RECESS	21 DAY 79	22 DAY 80	23 DAY 81	24 DAY 82	25
26	27 HOLIDAY	28 DAY 83	29 DAY 84	30 DAY 85	31 DAY 86	

June

Sun	Mon	Tue	Wed	Thur	Fri	Sat
						1
2	3 DAY 87	4 DAY 88	5 DAY 89	6 DAY 90	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23 30	24	25	26	27	28	29

Legislative Recess Days

February 15, 25
March 8, 11, 22, 29
April 1, 12, 19, 22
May 3, 6, 17, 20

Federal & State Holidays

January 21 – Martin Luther King Jr. Day
February 18 – Presidents' Day
April 26 – Arbor Day*
May 27 – Memorial Day

*The Legislature will be in session on Friday, April 26, the Arbor Day holiday.
Any Legislative employees who work that day will receive compensatory time for hours worked on the holiday.

ADVOCACY HANDBOOK

FOR THE 2019 LEGISLATIVE SESSION

NASB'S LEGISLATIVE & LEADERSHIP INITIATIVES FOR 2019

AND A GUIDE FOR EFFECTIVE ADVOCACY



AS ADOPTED BY THE NASB DELEGATE ASSEMBLY ON NOVEMBER 16, 2018

FOR THE 106TH LEGISLATURE, 1ST SESSION

www.NASBonline.org

NASB
Nebraska Association of
SCHOOL BOARDS

Welcome | Know Your Data

106TH LEGISLATURE, 1ST SESSION

With your help, NASB is an advocate for public education and local school governance … and YOUR collective voice in the Legislature

Can YOU really make a difference? YES YOU CAN! Let NASB help share your story.

You are an elected official, and a community leader. As a school board member, you are in an excellent position to educate and influence the legislative process, and are seen as a key resource on education policy for your district. The same constituents who elected your State Senator elected you!

This Handbook is designed to keep you better informed, and be utilized as a resource throughout the legislative session. We encourage you to include a legislative update as a part of each meeting, and to discuss/share key legislative info with other board members and key individuals in the community.

More important than ever, we encourage you to KNOW YOUR DATA!

Understand the data that will make a difference. Arm yourself to be a better storyteller. Know where you're at, where the Legislature is going, AND HOW TO ALIGN! Advocacy is year-round, although much of the attention is garnered during the session itself. Build the relationship with your Senator(s) early. Be a resource.

We encourage you to bookmark and frequent the ***Government Relations*** section of www.NASBonline.org for updates and information, including all of the bills pertinent to your schools. Another great resource is the website www.NebraskaLegislature.gov ... as well as social media, using the hashtag #neleg.

NO ONE IS MORE QUALIFIED TO TALK ABOUT YOUR SCHOOL DISTRICT THAN YOU!

Table of Contents

Welcome | Know Your Data	2
NASB Beliefs | #liveNASB	3
Advocacy Tips, Tools & Resources	4-5
2019 Senators	6-7
2018-19 Legislation Committee	8
NASB Positions: What Does This Represent?	9
2019 Legislative Resolutions	10
2019 Standing Positions	11-17

NASB Beliefs | #liveNASB

106TH LEGISLATURE, 1ST SESSION

School Boards Make Nebraska a Great Place to LIVE!

Through Leadership, Innovation, Vision and Engagement,
Nebraska's School Boards are making a difference for students across the state.

LEADERSHIP
NASB will provide leadership to groups, individuals, and organizations
and facilitate efforts to improve student achievement.

INNOVATION
Through innovation of programs and services, NASB will add value for
our members and generate revenue to support growth.

VISION
NASB will develop a vision with other groups, individuals, and organizations to address how
we fund schools and provide opportunities to bring a quality education to all children.

ENGAGEMENT
With engagement of its board and members, NASB will provide opportunities
for school boards to be advocates for public education.

Based on LIVE, everything NASB does should focus on the beliefs below:

1) All Nebraska children shall have equitable access to a high quality public education that prepares them to thrive in the evolving 21st century.
2) Schools and communities need to address the whole child, which includes the physical, developmental, behavioral, and mental health of children.
3) Local school boards must have the resources and authority to serve ALL children.
4) Local school boards shall have board governance standards that address the role and expectations of individual school board members and the board as a whole.
5) Local school boards must have the ability to evaluate the effectiveness and fiscal solvency of the programs established by the district.
6) Local school boards need to adequately support its administration and staff and hold them accountable.
7) Local school boards must have maximum flexibility to govern their schools.
8) Local school boards must engage the community and be responsive to the needs, desires and concerns of their families to ensure student success.
9) Nebraska public schools must have adequate, predictable and equitable funding.
10) The NASB board, staff and members have a responsibility to lead a vision for education in the state of Nebraska to promote these beliefs.

Advocacy Tips, Tools & Resources

106TH LEGISLATURE, 1ST SESSION

As NASB represents the state's 260 member districts and ESUs, effective communication is key to the success of the Association's advocacy work. NASB advocates for the standing positions and legislative resolutions approved by delegates from all member boards at the annual NASB Delegate Assembly. It is here, in person, but also throughout the entire year where our focus is to keep you and your board up-to-date on all of the issues that impact public education, while also helping tell the story of your district and how specific legislation will impact your students.

CAN YOU REALLY MAKE A DIFFERENCE?
YES YOU CAN!

You too are an elected official, and a community leader. As a school board member, you are in an excellent position to educate and influence the legislative process, and are seen as a key resource on education policy for your district.

SHARE YOUR STORY

KNOW YOUR DISTRICT'S DATA

UNDERSTAND THE DATA THAT WILL MAKE A DIFFERENCE

Below are examples of the data you should know from your schools to help tell your district's story as various bills are introduced:

NUMBER OF KIDS IN FREE/REDUCED LUNCH
SCHOOL LANDS PER PUPIL REIMBURSEMENT
CENSUS VS ENROLLMENT
NUMBER OF LANGUAGES SPOKEN IN YOUR DISTRICT
NUMBER OF ELL STUDENTS
TRANSPORTATION NUMBERS … IF SEAT BELTS IN BUSSES, IMPACT ($)
WHAT PERCENTAGE OF YOUR BUDGET IS SPED
AVERAGE CLASS SIZE
STUDENT DISCIPLINE PROCEDURES
RETIREMENT OBLIGATION
SAFETY & SECURITY MEASURES IN THE PAST FEW YEARS
NUMBER OF OPTION KIDS
PERCENTAGE OF ADMINISTRATIVE COSTS

We encourage all boards to be engaged in the legislative process and include a legislative update as a part of each meeting, and to share key legislative info with other board members and key individuals in the community who can also make a difference. While much of the attention is garnered during each Session, advocacy is year-round.

NO ONE IS MORE QUALIFIED TO TALK ABOUT YOUR DISTRICT, COMMUNITY, AND NEEDS RELATED TO PROVIDING A QUALITY EDUCATION THAN YOU!

Advocacy Tips, Tools & Resources

106TH LEGISLATURE, 1ST SESSION

ADVOCACY IS ON-GOING.
IT IS IMPORTANT TO STAY UP TO SPEED ON THE LEGISLATURE YEAR-ROUND.

Relationship are key ... Have the relationship BEFORE you need it.

Don't take for granted the access we have as Nebraskans to our Senators & Federal Representatives. It is not like that everywhere. Take advantage of it. Be involved. Be ENGAGED!

Pass board policy specific to how you deal with legislative issues.

Reach out to NASB's Legislative Team, and/or a member of the NASB Legislation Committee. Attend the various Legislative Lunches and events throughout the year across Nebraska.

Stay up to speed with your local newspaper, social media, senator emails/newsletters, etc.

YOU HAVE POWER & VOICE!
The Legislature needs to know school board members want to be involved!
Remind them; You are their neighbor.
Voters also put you in office.
You are guardians for the States most precious resource … Children.
You have an influential role in your community.
You know better than anyone the effect of a decision.

NASB LEGISLATIVE TEAM:
Colby Coash - Associate Executive Director, Director of Government Relations - ccoash@NASBonline.org

Matt Belka - Director of Marketing, Communications & Advocacy - mbelka@NASBonline.org

John Spatz - Executive Director - jspatz@NASBonline.org

Nebraska Association of School Boards | 1311 Stockwell Street | Lincoln, NE 68502
800-422-4572 | 402-423-4951 | www.NASBonline.org

NASB Twitter: www.twitter.com/NASBonline
NASB Facebook: www.facebook.com/NASBonline
NASB Videos: www.vimeo.com/NASBonline
Key Hashtags: #liveNASB #neleg

Nebraska Legislature: www.nebraskalegislature.gov
Senators Web Pages: www.nebraskalegislature.gov/senators
National School Board Association Advocacy: www.nsba.org/advocacy

2019 Senators

106TH LEGISLATURE, 1ST SESSION

Photo Coming Soon

Sen. Julie Slama
District 1
Peru



Sen. Robert Clements
District 2
Elmwood



Sen. Carol Blood
District 3
Bellevue



Sen. Robert Hilkemann
District 4
Omaha



Sen. Mike McDonnell
District 5
Omaha

Photo Coming Soon

Sen. Machaela Cavanaugh
District 6
Omaha



Sen. Tony Vargas
District 7
Omaha
Former School Board Member

Photo Coming Soon

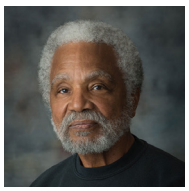
Sen. Megan Hunt
District 8
Omaha



Sen. Sara Howard
District 9
Omaha

Photo Coming Soon

Sen. Wendy DeBoer
District 10
Omaha



Sen. Ernie Chambers
District 11
Omaha

Photo Coming Soon

Sen. Steve Lathrop
District 12
Omaha



Sen. Justin Wayne
District 13
Omaha
Former School Board Member

Photo Coming Soon

Sen. John Arch
District 14
Papillion



Sen. Lynne Walz
District 15
Fremont

Photo Coming Soon

Sen. Ben Hansen
District 16
Blair



Sen. Joni Albrecht
District 17
Thurston



Sen. Brett Lindstrom
District 18
Omaha



Speaker Jim Scheer
District 19
Norfolk
Former School Board Member



Sen. John McCollister
District 20
Omaha



Sen. Mike Hilgers
District 21
Lincoln

Photo Coming Soon

Sen. Mike Moser
District 22
Columbus



Sen. Bruce Bostelman
District 23
Brainard



Sen. Mark Kolterman
District 24
Seward
Former School Board Member



Sen. Suzanne Geist
District 25
Lincoln

2019 Senators

106TH LEGISLATURE, 1ST SESSION



Sen. Matt Hansen
District 26
Lincoln



Sen. Anna Wishart
District 27
Lincoln



Sen. Patty Pansing Brooks
District 28
Lincoln



Sen. Kate Bolz
District 29
Lincoln

Photo Coming Soon

Sen. Myron Dorn
District 30
Adams



Sen. Rick Kolowski
District 31
Omaha

Photo Coming Soon

Sen. Tom Brandt
District 32
Plymouth



Sen. Steve Halloran
District 33
Hastings



Sen. Curt Friesen
District 34
Henderson



Sen. Dan Quick
District 35
Grand Island



Sen. Matt Williams
District 36
Gothenburg



Sen. John Lowe
District 37
Kearney

Photo Coming Soon

Sen. Dave Murman
District 38
Glenvil
Former School Board Member



Sen. Lou Ann Linehan
District 39
Elkhorn

Photo Coming Soon

Sen. Tim Gragert
District 40
Creighton
Former School Board Member



Sen. Tom Briese
District 41
Albion
Former School Board Member



Sen. Mike Groene
District 42
North Platte



Sen. Tom Brewer
District 43
Gordon



Sen. Dan Hughes
District 44
Venango
Former School Board Member



Sen. Sue Crawford
District 45
Bellevue



Sen. Adam Morfeld
District 46
Lincoln



Sen. Steve Erdman
District 47
Bayard
Former School Board Member



Sen. John Stinner
District 48
Gering
Former School Board Member

Photo Coming Soon

Sen. Andrew La Grone
District 49
Gretna



Gov. Pete Ricketts

Your NASB Legislation Committee

106TH LEGISLATURE, 1ST SESSION



Stacie Higgins, Chair
NASB Vice President
Nebraska City



Lanny Boswell
NASB President
Lincoln



Steve Blocher
NASB President-Elect
West Point



Member 1
Lou Ann Goding
Omaha



Member 2
Ben Perlman
Omaha



Member 3
Lacey Merica
Omaha



Member 4
Connie Duncan
Lincoln



Member 5
Kathy Danek
Lincoln



Member 6
Linda Poole
Millard



Member 7
Sarah Centineo
Bellevue



Member 8
Beth Morrissette
Westside

Member 9
VACANT



Member 10
Patti Gubbels
Norfolk



Member 11
Laura Schneider
Hastings



Member 12
Larry Grosshans
Norris



Member 13
Suzanne Sapp
Ashland-Greenwood



Member 14
Lisa Wagner
Central City



Member 15
Steve Koch
Hershey



Member 16
Jim Vlach
Lyons-Decatur



Member 17
Christopher Waddle
Giltner

Member 18
VACANT



Appointed Member
Skip Altig
North Platte



Appointed Member
Linda Richards
Ralston



Appointed Member
Stephanie Summers
David City



Appointed Member
Brad Wilkins
Ainsworth

Mark Your Calendars

106TH LEGISLATURE, 1ST SESSION

January 9	2019 Legislative Session begins Leadership/Committee Chair Determined
January 23	Day 10: All bills must be introduced by this date
January 27	Legislation Committee Meeting
January 27-28	Legislative Issues Conference Cornhusker Marriott - Lincoln
June 6	Day 90: 2019 Legislative Session ends
July 1	Call for Legislative submissions from NASB Membership Due
July 20	Legislation Committee Meeting
November 22	2019 Delegate Assembly | Omaha

NASB Positions Enclosed

The Nebraska Association of School Boards is the only state organization created by school board members to represent the interests of school board members. Your Association's legislative agenda is initiated each year with the submission of local board proposals. The NASB Legislation Committee reviews all proposals, and then submits its recommendations to the NASB Board of Directors. The Board can then review and amend the submissions before presenting them to the NASB Delegate Assembly. The Delegate Assembly gives each member school district a voice in shaping the agenda of NASB. This publication represents the final agenda, set by the Delegate Assembly, for the 2019 Legislative Session. Standing Positions remain in effect until they are repealed by the Assembly. Legislative Resolutions are in effect for one year only.

What Does This Represent?

The statements you read inside the pages of this book represent a set of belief statements which guide NASB's government relations efforts. These words guide our lobbying efforts at the State Capitol, with the State Board of Education and NDE, as well as with our representatives in Washington, D.C. While this work represents an effort to describe an issue or condition to be addressed, rarely is a bill written in such plain language. Actual legislative bills are a blend of several ideas (or perhaps a good idea, and a substantial price tag). Hence, when NASB analyzes how we will testify on a bill, we take into account a number of factors, including regular reviews by the Legislation Committee which offer guidance on the course corrections necessary to navigate the turbulent amendment process.

Your 2019 Legislative Resolutions

106TH LEGISLATURE, 1ST SESSION

. . . as approved by the Legislation Committee on July 21, 2018
. . . and approved by the Board of Directors on August 11, 2018
. . . and adopted by the Delegate Assembly on November 16, 2018

Resolutions are statements of intended and desired legislative action on items of current needs or problems. Resolutions are in effect for one year and direct the organization and its staff in their legislative efforts with each annual session of the Legislature. All resolutions submitted are presented for consideration and action. The Delegate Assembly shall receive, consider, and act upon legislative resolution proposals submitted to it by the Legislation Committee and the Board of Directors.

LEADERSHIP INNOVATION VISION ENGAGEMENT

CONFLICT OF INTEREST
NASB will support legislation to eliminate any potential conflict of interest problems with NASB board members and their votes on their local board.

CREATING A VISION FOR NEBRASKA'S FUTURE:
NASB will lead and support the creation of a vision that revises tax policy and invests state resources for Nebraska's future.

EDUCATION PROGRAM OPPORTUNITIES
NASB believes that each student should have access to a challenging instructional program which is relevant and prepares him or her for work or further education.

EXPAND USE OF QUALIFIED CAPITAL PURPOSE UNDERTAKING FUND
NASB supports the expansion of the Qualified Capital Purpose Undertaking Fund to include modifications for student and staff security including cyber security.

FUNDING OF MANDATED PROGRAMS
NASB urges full funding by the state and federal governments at statutory levels of all programs, standards, activities, and services mandated to public schools and ESUs by the Legislature and Congress, and further urges that any unfunded mandates allow authority for supplementary appropriations or outside levy lid funding.

HEALTHY CULTURES & RESILIENCY IN SCHOOLS
NASB will support leveraging its infrastructure and resources to support a healthy culture in schools. NASB will align with others to develop "resilient" school districts with programs to support both staff and students.

LEGISLATION IMPLEMENTATION
NASB supports the concept that any legislative bill that limits financial resources, or requires additional financial resources, is done within a timeframe that will not negatively affect the school's ability to prepare their budget.

MENTAL & BEHAVIORAL HEALTH
NASB will support legislative efforts to provide services related to mental and behavioral health to school-age children across Nebraska.

SUPPORT OF EARLY CHILDHOOD PROGRAMS IN THE COMMUNITY
NASB will support early childhood education programs at the community level, which may include redefining economic development programs to include early childhood infrastructure development for communities and will support early childhood programs as an element in community comprehensive plans.

SUPPORT THE COLLECTION AND USE OF RELEVANT DATA
NASB encourages boards to use data to support its district strategic plan and goals. NASB supports collaborating with the state and other organizations in the collection and use of relevant data. NASB will identify data it can capture to help inform boards and, if necessary, support legislation to create data sources.

NASB
Nebraska Association of
SCHOOL BOARDS

NASB's Standing Positions

106TH LEGISLATURE, 1ST SESSION

. . . as approved by the Legislation Committee on July 21, 2018
. . . and approved by the Board of Directors on August 11, 2018
. . . and adopted by the Delegate Assembly on November 16, 2018

Standing positions are statements of policy and purpose which are developed and maintained over time. They are considered annually by the Delegate Assembly, and remain in effect until they are actively removed.

LEADERSHIP INNOVATION VISION ENGAGEMENT

Belief Statements for an Effective Board

BOARD DEVELOPMENT
NASB encourages boards of education to take part in board in-service and development programs and to budget funds for such programs. (1995)

BOARD RECOGNITION
NASB believes the service of school boardsmanship is fundamental to participatory democracy and deserves recognition collectively and individually from state and local communities. (prior to 1995)

BUSINESS AND EDUCATION PARTNERSHIPS
NASB encourages boards of education to develop mutually beneficial partnerships with business to ensure mutual understanding and cooperation.(1995)

COLLABORATIVE SERVICES TO YOUTH
NASB urges collaborative linkages between schools and other public and private agencies that serve children. (prior to 1995)

LEADERSHIP TEAM
NASB believes that each board of education should create an administrative leadership team, which should include all supervisory and managerial employees including the superintendent and board members. (prior to 1995, amended 2007)

PARENT INVOLVEMENT
NASB urges boards of education to support partnerships between parents and schools that encourage parent involvement in the education process. (1997)

POLICY
NASB considers it imperative that boards of education adopt clearly defined, flexible policies after input from the administration, parents, employees, and other interested parties. Policies, based on a clear understanding of the education process, should be thoroughly reviewed annually. The execution of policy is the responsibility of professional administrators and staff. (prior to 1995)

Conditions of Children

ABUSE OF ALCOHOL, TOBACCO, AND OTHER DRUGS
NASB supports efforts by boards of education and state and national officials to strictly enforce policies regarding the sale, use or possession of illegal drugs including methamphetamine, marijuana, THC products and synthetic equivalents of THC and marijuana, alcohol, tobacco, nicotine products, vapor products (including e-cigarettes), and any products intended by appearance or effect to replicate tobacco products on school property. The designation of "drug free zones" near schools is also urged. (prior to 1995, amended 2015)

AT-RISK STUDENTS AND THE ACHIEVEMENT GAP
NASB recognizes that there are many children and youth who are experiencing special difficulties in achieving high education standards. NASB supports increased funding to help close the gap in educational opportunity and educational achievement, and urges boards of education to work with, and obtain increased funding from the state Legislature, as well as state and federal education agencies to assist at-risk children and youth in making adequate educational progress. (prior to 1995, amended 2009)

NASB's Standing Positions

106TH LEGISLATURE, 1ST SESSION

EARLY CHILDHOOD EDUCATION
NASB supports quality early childhood education programs accessible to all children and advocates programs that provide age-appropriate activities to prepare children for school. (prior to 1995)

ENROLLMENT OPTION; HOMEBOUND STUDENTS
NASB supports legislation stating that when an option student becomes homebound, the school district in which the student resides assumes full responsibility for educating the student. (amended 2016)

ENROLLMENT OPTION LIMITATION
NASB supports legislation returning option students to the resident school district if the option district must contract with another school district or agency for the educational services needed by the student. (amended 2016)

LIABILITY FOR MEDICATION ADMINISTRATION
NASB supports legislation that would limit the liability of a school district and school district representatives for the administering of prescription medication to students. (amended 2016)

NUTRITION EDUCATION/STUDENT WELLNESS
NASB believes that wellness programs for schools should emphasize healthy lifestyles and eating habits, mindful of all eating disorders, as well as obesity. (2004)

SAFE SCHOOL ENVIRONMENT
NASB supports efforts to provide a school environment that is free from weapons, harassment, bullying, violence, drugs (including alcohol and tobacco), and other factors which threaten the safety of students and staff. (1997, amended 2012)

STATEWIDE POVERTY/TRAUMA FUNDING
NASB recognizes the growing number of public school students across the state that are living in impoverished conditions and/or with traumatic experiences. NASB supports the use of research-based science to strengthen policy, program design and funding that targets those impacted by persistent poverty and/or trauma. (2017)

STUDENT DISCIPLINE
NASB supports student discipline as an essential, mutual responsibility of parents, teachers, and administrators, with final responsibility resting with school boards. (1999)

Curriculum and Instruction

ACCESS TO EQUAL EDUCATION OPPORTUNITIES
NASB supports equal educational opportunities for all students, regardless of their race, wealth or family circumstance, and urges the Legislature, the State Department of Education, and boards of education to remove all barriers that may prevent any child from having full access to such education opportunities. (1995, amended 2009)

ACHIEVEMENT TEST SCORE USE
NASB opposes the use of test scores for the comparison of school districts or for the ranking of schools. (1998)

ASSESSMENT OF STUDENT LEARNING
NASB supports multiple approaches to assess student learning, with decisions on assessment made at the local district level, and opposes a single "high-stakes" testing procedure. (2001)

CULTURAL DIVERSITY
NASB urges all boards of education to support and implement curriculum which recognizes cultural diversity and enhances the knowledge of students about various ethnic and cultural backgrounds. (prior to 1995)

RESPONDING TO SPECIAL EDUCATION COSTS
NASB supports legislative efforts to give school districts that incur unforeseeable additional special education expenses assistance to alleviate cash flow problems. (2005)

STUDENT EXPRESSION
NASB supports the authority of the local boards of education and school administration to regulate the content of school-sponsored publications and curriculum. (1997, amended 2009)

TECHNOLOGY
NASB supports equal access to current technology for all school districts so they may engage all students in the curriculum, to equip them for an increasingly technological society and job market, and to provide them greater access to education services. (prior to 1995)

Funding and Finance

ACCOUNTING OF FUNDS
NASB supports transparent accounting and full disclosure of all funds received and expended for public education consistent with federal regulations. (2005)

NASB's Standing Positions

106TH LEGISLATURE, 1ST SESSION

BUDGET LID: GROWTH FACTOR
NASB supports legislation which would establish an education expenditures "growth factor" which reflects the actual cost of providing a public education for school districts, learning communities, and ESUs. (2001, amended 2008)

COMPENSATION FOR STATEWIDE STANDARDS & ASSESSMENTS
NASB supports adequate funding to compensate school districts/ESUs for the cost of implementing and managing the statewide learning standards and assessments. (2008, amended 2009, 2013)

ELIMINATION OF BUDGET RESERVE LIMITS
NASB supports legislation that eliminates reserve limitation in the Tax Equity and Educational Opportunities Support Act and in debt service funds. (2000, amended 2001)

ELIMINATION OF EXPENDITURE LIMITATION
NASB supports legislation eliminating the limitation on general fund expenditures. (2000, amended 2011)

ESU CORE SERVICES FUNDING
NASB supports legislation to adequately fund Educational Service Units in a manner that allows successful implementation of statewide educational initiatives that are developed by law in conjunction with the Nebraska Department of Education. (2009, amended 2015)

FINANCING CAPITAL IMPROVEMENTS
NASB supports adequate funding for school districts and ESUs for maintenance or replacement of our rapidly deteriorating facilities. (1997, amended 2015)

FISCAL POLICY
NASB believes the Governor and Legislature must work together to create fiscal policy that will adequately fund public education statewide based upon the needs of students and not driven by a pre-set allocation of funds for education regardless of need. Nebraska demographics and student needs are dynamic, as are the changing education standards required to be competitive nationally and internationally. To meet this challenge, fiscal policy would be built upon a broad base with the lowest possible rates to provide stability in the tax base and revenue stream, provide local government with the tools to generate adequate financial resources, yet equalize financial support among taxpayers, and assure the principle of uniform assessment. (prior to 1995, amended 2009)

FOR-PROFIT ENTITIES OPERATING IN TAX-EXEMPT ZONES
NASB supports legislation to ensure equitable tax payments by for-profit business ventures operating on publicly owned or otherwise exempt property. (2003)

FUNDING: SCHOOL DISTRICT INFRASTRUCTURE, SITE PURCHASES AND BUILDING OPERATING EXPENSES
NASB supports legislation that would provide an alternative to property taxes for financing facility development, maintenance, and operation. (2003)

GENERAL FUND RESERVE LIMIT EXCEPTION
NASB supports legislation that would not allow school districts to be penalized or state aid to be adjusted, to a school disadvantage, when any type of error or correction is made in calculating the state aid formula. (amended 2016)

INCLUDING GIFTS, DONATIONS, OR FOUNDATION FUNDS AS RECEIVABLES
NASB opposes the inclusion of gifts, endorsements, donations, or foundation expenditures that are not regular operating expenses in the calculation of receivables in the state aid formula. (2000)

K-12 SCHOOL TRUST LAND AND PERMANENT SCHOOL FUND
NASB opposes reduction of any assets of the school trust or diversion of the Permanent School Fund. (prior to 1995, amended 2010)

LEGISLATIVE REVIEW OF STATUTORY DEADLINES
NASB urges legislative review of the conflicting mandatory deadlines that affect school revenues and expenditures. (2011)

PROPERTY TAX REFORM/RELIEF
Any legislative discussion on property tax and distribution of state aid should include participation from school board and ESU board members. (2015)

REVENUE REDUCTIONS FOR SCHOOL DISTRICTS AFFECTED BY PROPERTY VALUATION LOSSES
NASB supports legislation that would create a hold harmless effect for districts which experience a decrease in valuation. (2004)

SCHOOL DISTRICT OPTIONS IN DEALING WITH LARGE, UNANTICIPATED REVENUES
NASB supports legislation giving school boards options in dealing with large, unanticipated revenue increases in order to minimize fluctuations in state aid. (2000)

NASB's Standing Positions

106TH LEGISLATURE, 1ST SESSION

SPECIAL BUILDING FUND TAX LEVY EXCLUSION
NASB supports amending the Nebraska Statutes that address budgeting and spending lid restrictions to allow school districts the ability to utilize up to seven cents of the Special Building Fund tax levy outside of the budgeting and spending lid restriction so that districts can plan for and fund capital improvement projects, building repairs and upgrades, and school district infrastructure needs. (2018)

STATE FUNDING SYSTEM
NASB supports a stable, predictable, equitable, and adequate statewide education funding system that honors the Legislature's commitment to provide for free instruction in the common schools of this state, as guaranteed by the Nebraska Constitution, by prioritizing education funding in the state budget, and that:

- Invests in the education of all Nebraska public school children;
- Establishes a state fund or funding mechanism that assists Nebraska public schools with the costs of maintaining and constructing facilities;
- Reduces our dependence on local property taxes by drawing revenue from multiple funding sources;
- Promotes the responsibility of locally elected school boards to make sound, transparent school budget decisions;
- Provides funding in a timely and predictable manner;
- Includes the principle of equalization;
- Funds the total excess allowable costs for special education and support services; and
- Recognizes that a long-term solution to education funding will require an ongoing, collaborative effort to execute a vision and strategic plan to grow and diversify our economy. (1997, amended 2009, amended 2018)

USE OF A UNIFORM VALUATION CALCULATION TO DETERMINE LOCAL RESOURCES AND STATE AID
NASB supports a property tax assessment system that utilizes uniform accounting practices to determine the property valuation number from which local and state officials can calculate both the local resources available to fund schools from property taxes, and the resulting calculation of state aid payments to school districts. (2003)

VOUCHERS AND TAX CREDITS
NASB opposes any attempt to amend or circumvent the Nebraska and United States Constitutions to permit the use of public funds for the support, either direct or indirect, of schools not controlled by the public at large. NASB opposes any state or federal legislation allowing either tax credits or vouchers for children, or the parents or guardians of children attending nonpublic schools.

Governance and Structure

ACCOUNTABILITY
NASB believes that boards of education are accountable to students, parents, taxpayers, and employees for providing education programs, striving for education excellence, identifying education needs, adopting clearly defined written policies, measuring the success of instruction programs, and interpreting and disseminating information to the public through a public relations plan. (prior to 1995)

ALLIED SCHOOLS
NASB opposes legislation that would mandate the formation of an allied system of school districts. (amended 2016)

AMEND OPEN MEETINGS ACT FOR EVALUATIONS
NASB supports legislation to allow boards to go into executive session to discuss superintendent evaluations and/or for the narrowing down of superintendent candidates. (2017)

AUTHORITY OF SCHOOL BOARDS
NASB supports the authority of boards of education to effectively govern and execute their statutory responsibilities. (1997, amended 2015)

CHARTER SCHOOLS
NASB believes that any charter schools, or the like, involved with any aspect of K-12 education be authorized by a public school district, be located within the boundaries of such public school district and be accountable to the authorizing district for their student achievement, finances and operations. (1998, amended 2015)

DUTIES OF SCHOOLS
NASB believes that the primary function of Nebraska schools should be the education of students and that the Legislature should be discouraged from placing duties on school districts which are not directly related to education. (prior to 1995)

EDUCATIONAL SERVICE UNIT GOVERNANCE
NASB supports governance of ESUs by elected boards and supports local determination of specific mechanisms of that governance. (2005)

EDUCATIONAL SERVICE UNIT REORGANIZATION
NASB supports the continuation of ESUs as an effective means of delivering educational services to school districts and their students. Any reforms would provide for a statutory hold harmless provision in the distribution formula for Core Service funding when an Equity Unit reorganizes with any other ESU, and must be mindful of ESUs' essential role of delivering direct services and being responsible to the local school districts they serve. (2004, amended 2005)

NASB's Standing Positions

106TH LEGISLATURE, 1ST SESSION

INTERACTIVE REMOTE COMMUNICATION TECHNOLOGY (TELEVIDEO)
NASB urges the legislature to provide updated rules and procedures so patrons are able to readily testify at legislative hearings via televideo (interactive remote communication technology) on a regular, ongoing basis to allow for a more equitable opportunity for the public to participate in the legislative process. (2017)

ORGANIZATION
NASB favors cooperation between school districts as well as ESUs to remove all barriers and penalties to promote orderly and voluntary reorganization into more efficient governing and administrative units to best serve the educational needs of Nebraska's children. (prior to 1995, amended 2008, 2015, 2017)

PERSONAL LIABILITY
NASB opposes unnecessary laws which make individual members of a governing board of a political subdivision personally liable for damage judgements which result from lawsuits filed against the political subdivision. (prior to 1995, amended 2015)

RESTRICTION OF RESOURCES AND BOARD RESPONSIBILITIES
NASB supports legislation allowing local boards to function as elected officials and to continue to establish policies, including finance policies, as representatives of the constituents who elected them. (1997)

SCHOOL ACTIVITIES
NASB supports direct involvement by boards of education in the governance and activities of the Nebraska School Activities Association. (prior to 1995)

SCHOOL CALENDARS
NASB opposes state mandated uniform opening and closing dates for local school districts. (prior to 1995)

Professional Standards & Employee Relations

ACTIVITY ASSIGNMENTS
NASB opposes legislation that would require a separate written employment contract for coaching or any other activity assignment that would require that a person be notified by a specified date of the termination of an assignment for the following year. (1999)

COMPENSATION
NASB will support a concept of compensation for teachers which is not based solely upon the experience and education attainment of teachers as found on standard salary schedules. (1995)

CRIMINAL BACKGROUND CHECKS
NASB supports legislation which would aid public schools and ESUs in obtaining criminal background history information on prospective and current employees, and personnel provided through any contract service provider or anyone working on school property. (1999, amended 2006)

EMPLOYEE BONUSES AND INCENTIVES
NASB supports legislation creating a comprehensive plan to recruit, retain and reward highly qualified individuals for teaching professions throughout the state, including offering incentives to encourage employees to sign a contract of employment. (2001, amended 2015)

MEDICAL INSURANCE
NASB supports the concept of exploring alternatives to the costs of health insurance for the purpose of assuring the greatest allocation of our financial resources to education programs and services for children. (prior to 1995, amended 2003)

RECOGNITION
NASB urges local school boards to develop and implement programs which recognize individuals for significant accomplishments and community service, experience, and competency. (prior to 1995, amended 2014)

RETIREMENT
NASB supports legislation to assure a retirement system that is sound, adequate, and sustainable for school districts and ESUs. (prior to 1995, amended 2012)

SCOPE OF BARGAINING
NASB believes negotiations with employees should be limited to matters of employee salaries and fringe benefits, and opposes any attempt to broaden the scope of negotiations to include matters of policy and management rights. (prior to 1995)

STAFF DEVELOPMENT AND EVALUATION
NASB supports in-service training, enrichment programs, and continuing education for professional staff. Regular evaluations of performance, competency in the subject areas, and demonstrated ability to instruct or manage, in part as shown through student performance, should be conducted to promote professional growth. (1995)

NASB's Standing Positions

106TH LEGISLATURE, 1ST SESSION

State Policy

ADVISORY GROUPS
NASB requests that there be board of education representatives on all government commissions, councils, and committees which could have an impact on local school district policy or finance. (1995)

CHOICE AND AFFILIATION
NASB supports the concepts of choice and affiliation among public schools as a means to maximize education opportunity. NASB believes any such program should result in the least amount of disruption and uncertainty for the affected school districts. (1995)

CONSTITUTIONAL RIGHTS AND RESPONSIBILITIES
NASB, and school board members, fully supports the U.S. Constitution and the rights and responsibilities embodied within it. NASB therefore supports education and behavior that teaches and models expression of these rights and responsibilities. (2009, amended 2015)

CORPORATE SPONSORSHIPS IN SCHOOLS
NASB opposes restrictions on school districts' ability to exercise their best judgment in entering into corporate sponsorship agreements. (2004)

EDUCATIONAL SERVICE UNITS
NASB supports Educational Service Units as an effective and efficient means to provide educational services to local school districts. ESUs should be responsible to the local school boards they serve. (1997)

GUIDING THE P-16 EFFORT: 21ST CENTURY SKILLS
NASB urges state and local policymakers to forge a new working relationship in redesigning Nebraska's public education system for the 21st century, with a focus on improving student achievement and holding each level of the system accountable, from preschool through post-secondary education or training, in a manner that:

a) Promotes multi-level communication and interaction between all P-16 partners to enhance student academic success;
b) Offers all students a rigorous developmentally-appropriate curriculum designed to provide opportunities and choice, regardless of the post-secondary path they choose;
c) Engages the assets of the full community;
d) Utilizes data and technology to individualize education for students and to incorporate new learning into the design;
e) Closes the achievement gap by focusing on quality teaching and learning opportunities;
f) Implements standards-based education fully in a seamless curriculum, so one level of the system builds on the next and the end result is known and understood from the beginning;
g) Provides sufficient resources that are adequate and sustainable at every level of the system to meet the challenge, resisting unfunded or underfunded mandates; and
h) Preserves the ability of local school boards and their communities to address local needs and challenges in a flexible manner using a variety of options. (amended 2016)

INDEPENDENT SCHOOL DISTRICTS
NASB supports the independence of established PK-12 school districts and also supports the cooperation and equalization of opportunity among school districts within learning communities. NASB believes that any legislation introduced impacting school districts or learning communities should seek to give districts and learning communities equalized resources. Any legislation should also allow these independent districts to maintain their right to governance, district curriculum, and the allocation of resources. (2006, amended 2013)

LOCAL CONTROL FOR PUBLIC PK-12 SCHOOLS
NASB believes public PK-12 systems should be organized to serve communities throughout Nebraska without arbitrary size limits or a single model, which would not fit our state's varied communities. NASB opposes legislating arbitrary size limits and will work to remedy such limits currently in statute. (2006, amended 2013)

NASB's Standing Positions

106TH LEGISLATURE, 1ST SESSION

LOCAL DISTRICT ADVOCACY
NASB supports the right and obligation of local school districts to advocate for legislative action that impacts their individual interests. (1996)

NDE AUTHORITY
NASB opposes attempts by the legislature to preempt the statutory authority of the Nebraska State Board of Education to be the policy-forming, planning and evaluative body for Nebraska schools. (2017)

NONPUBLIC SCHOOLS STANDARDS
NASB believes that nonpublic schools should have the same state standards as the public schools, including school approval, accreditation, teacher certification and endorsement, and safety standards. (prior to 1995)

POLICY LEADERSHIP & VISION ON THE FUTURE OF NEBRASKA'S PK-12 SCHOOLS
NASB supports efforts to bring policy makers of the executive and legislative branches, educators, school boards, learning community coordinating councils, and ESU boards, and citizens together to determine the best course for the future delivery of PK-12 education to the students of the state. NASB boards emphasize increasing student achievement through governance structures that are clear, efficient, and controlled by the local district. (2003, amended 2008, 2010, 2013)



MARK YOUR CALENDAR & REGISTER FOR
NASB'S LEGISLATIVE ISSUES CONFERENCE
JANUARY 27 & 28 | LINCOLN | WWW.NASBONLINE.ORG

NASB Monthly Update for Board Meetings - Agenda Item: JULY 2019

"NASB Update"

July already! As a board, some items to be focused on during July include:

- Monitor progress of district goals, link goals to discussion and action items, adopt board goals
- Review your Strategic Plan Progress Report
- Conduct a Board/Administrator Budget Work Session
- Review your Budget Authority and Allowable Reserve Percentage Certification
- Review Special Education Program and Multi-Cultural Education Program Curriculum
- Conduct an Annual Review of your Parental and Family Engagement Policy (with a public hearing and adoption if there are changes)
- Student Fees Policy is due August 1
- Go over the Superintendent evaluation and goal planning, and file copy of approved superintendent/ESU administrator contract or any amendments with the Department of Education by August 1
- The Distance Education Incentives Application is due August 1
- Pupils Instruction in Another District Contracts is due August 15

Networking & Events

June saw a number of events in Kearney the week of June 10th with a New Board Member Connections Workshop, the annual member golf outing and the School Law Seminar taking place. Great seeing so many of you there for a week of learning, networking and fun! In July NASB will host an orientation in our offices geared towards new Superintendents/ESU Administrators and their boards, as well as the NAEP workshops around Nebraska.

- NAEP Regional Workshops in Gering & Lincoln, July 16. Kearney & Norfolk, July 17
- NASB Orientation, July 24 at the NASB Offices in Lincoln
- Area Membership Meetings begin August 20th … dates are below, registration is now open!
    - Tuesday, August 20, 2019 | Valentine
    - Wednesday, August 21, 2019 | Fremont
    - Thursday, August 22, 2019 | La Vista
    - Monday, August 26, 2019 | Gering
    - Tuesday, August 27, 2019 | North Platte
    - Wednesday, August 28, 2019 | Kearney
    - Wednesday, September 4, 2019 | York
    - Wednesday, September 18, 2019 | Nebraska City
    - Wednesday, September 25, 2019 | Norfolk

You can learn more, and register for the above events at www.NASBonline.org

This year's Area Membership Meetings schedule is slightly different. We will still be in 9 locations starting earlier in mid-August and wrapping up mid-September. Mark your calendar now for the one closest to you!

State Education Conference registration will open on September 11 … look for more details as we get closer to that date on how to book both your conference and hotel.

Advocacy/Interim Studies:

Interim Studies to keep an eye on ...

- LR63 - Interim study to examine educational service units
- LR151 - Interim study to examine the financing of public education and develop recommendations for improving school funding
- LR152 - Interim study to examine issues under the jurisdiction of the Education Committee
- LR153 - Interim study to examine the administrative costs of local school systems and school districts
- LR157 - Interim study to conduct an in-depth review of the financing of the public elementary and secondary schools
- LR208 - Interim study to examine state and school district policies that relate to maintaining a safe and positive school learning environment
- LR214 - Interim study to examine issues that surround the engagement, attraction, and retention of youth in Nebraska
- LR242 - Interim study to examine the replacement of Native American mascots in Nebraska at nontribal schools

Follow NASB on twitter at www.twitter.com/NASBonline using the hashtag #liveNASB
and on facebook at www.facebook.com/NASBonline

To see a quick glimpse at the various items the NASB is involved in, check out pages 10 & 11 each month in the ***Board Notes newsletter*** for "This Month In …" To access the latest newsletter, click here:

http://members.nasbonline.org/index.php/news-resources/board-notes

Thanks for all you do for your board, your community and the entire state by serving public education in Nebraska.

NASB
Nebraska Association of SCHOOL BOARDS

NASB BOARD NOTES

A monthly publication from the Nebraska Association of School Boards

LEADERSHIP | INNOVATION | VISION | ENGAGEMENT



FROM SCHOOL BOARD TO THE STATE CAPITOL

Did you know ... 10 of the current 49 Senators first sat in your chair as a school board member?

In the upcoming months, we will be sitting down with a few of them to learn a little bit more about the transition, how their experience on the school board has helped them inside the Capitol, and get their thoughts on some of the key items regarding public education in Nebraska.



First up, is Speaker Jim Scheer. Speaker Scheer was first elected to Nebraska Legislature in 2012 and re-elected in 2016. He has served as the Speaker for the past three years. He is a graduate of both Norfolk Public Schools and the University of Nebraska-Lincoln, and in addition to his time on the Norfolk Public School Board of Education, he has also served as the mayor of Norfolk, and the State Board of Education. Now, on to the questions ...

Starting off, which is more fun school board or state legislature?

Both offices have their pros and cons. I can't really say that one is more fun than the other. I really enjoyed my time on the Norfolk School Board. It was a great experience having the ability to see the decisions that we made having a real positive impact on people's lives on a daily basis. I also really enjoyed that school board serves at the local level. As a board member I had the opportunity to interact with the community daily. Finally, school boards are nice because of their size. It is much easier to build relationships and move policy in a body of six or seven than one of 49.

The Legislature is unique in its own right. Spending nearly half the year in Lincoln does not afford me the ability to be as available in Madison County as the school board did. However, the decisions made in Lincoln are about what is best for the entire state as well. I have met and worked with some great people as a State Senator.

CONTINUED ON PAGE 2

JUNE 2019

UPCOMING EVENTS

CALL FOR LEGISLATIVE PROPOSALS
Due July 1

NAEP WORKSHOPS
July 16 | Gering & Lincoln
July 17 | Kearney & Norfolk

NASB ORIENTATION
July 24 | Lincoln

AREA MEMBERSHIP MEETINGS
August 20 | Valentine
August 21 | Fremont
August 22 | La Vista
August 26 | Gering
August 27 | North Platte
August 28 | Kearney
September 4 | York
September 18 | Nebraska City
September 25 | Norfolk

STATE CONFERENCE REGISTRATION OPENS SEPTEMBER 11TH

LABOR RELATIONS CONFERENCE
September 11-12 | Lincoln

FACILITIES & CONSTRUCTION WORKSHOP
October 10 | Kearney

2019 STATE EDUCATION CONFERENCE
'Taking It To The Streets'
November 20-22
CHI Health Center Downtown Omaha

NASB DELEGATE ASSEMBLY
November 22

#liveNASB

CONTINUED FROM PAGE 1

How did your experience as a school board member help you as a Senator?

Serving on the school board did a lot to prepare me for my work as a Senator. I was first elected to the school board at the age of 25 and service on the board was an integral part of 20 years of my life. As a school board member I learned how to work with others on an elected board to move policy forward. I learned how to compromise when necessary and when to stick to my beliefs. Most importantly, however, I learned how to engage people in a positive manner and better understand personalities. All of this taught me that no matter how determined you are you can't accomplish everything you want alone. It takes relationships, compromise, and teamwork to succeed.

What have you learned as a Senator that you wish you would have known when you served as a school board member?

Looking back I don't know if I can really say that there is something that I wish I had known, per se. That is not to say that I knew everything as a school board member by any means. I have certainly come to understand that many of our different communities in Nebraska have different needs and ideas when it comes to running their schools. Through my businesses I have come to have a better understanding of the role that the business community plays. Likewise, my time as Mayor of Norfolk helped me to understand municipal government better. There are many experiences that I have had since I left the school board that have changed my perspective on widened my horizons.

What do current school board members need to know about interacting with senators?

Engage with your Senators early and often. As school board members you are the face of your district. You all have a superintendent, but that person is also paid by you and in many cases comes down to Lincoln to lobby for you. As the elected board members I would rather hear your account, and listen to your concerns. Reach out to your Senator during the interim and set up a get to know you meeting. Maybe call them a couple times a year and check in. If you have a pre-existing relationship it is much easier to ask for them to vote a certain way on a bill that impacts your district.

How has your perspective of school finance changed as a result of your new role?

I don't know that my perspective on school finance has changed all that much. Under Nebraska's school finance system there are winners and losers, for the most part there always have been. When I was at Norfolk we were fortunate to be 'winners' so to speak. That being said, I didn't believe the way the state funds schools was adequate then either. With 245 school districts in



the state it is very difficult to come up with any one-size-fits-all policy that will work across the board, but something needs to change with how we are funding school now.

When you were a school board member, what priority issue(s) did you want the Legislature to address?

Many of the 'big ticket' items, so to speak, have changed since my time as a school board member. The exception to that statement being school funding, of course. I think it is safe to say that every school board member who has served has wished for the Legislature to increase their funding. Outside of that, one of the biggest items we dealt with during my time on the school board was energy grants through the Department of Education. At the time, many of our buildings were aging and we really had to find a way to fix them or find money to build new ones. About this same time, the Department started giving out energy grants to encourage energy efficiencies in school buildings. As a district we were able to take advantage of a number of these grants to refurbish our buildings and also make several long-term energy investments.

What are your priorities as it relates to education?

As they relate to education my biggest priorities are funding, funding, and funding. When I was first elected to the Legislature over half of our state's school districts received equalization aid from the state through TEEOSA. Currently just over 25% receive equalization aid. This has created a system where a few districts are now competing for the entire pot of money. We have patched TEEOSA here and there and have put some band aids out to help districts who have lost funding. That being said, nothing we have done, in my mind, represents a substantial change in the funding system.

A few years ago I introduced a bill to reform both the needs

CONTINUED ON PAGE 2

CONTINUED FROM PAGE 2

and resources calculations of the TEEOSA formula and to introduce foundation aid into the formula. There are numerous factors that go into the cost of educating a child in any particular district; however, I believe that from the state's perspective we need to understand that each child is worth something to us regardless of what district they reside in. We will likely fight over what that number should be, and there should be some other considerations in the formula besides just a simple student count. However, until the state can find a formula that doesn't pay OPS roughly $5,628 per student and Madison $137 per student we still have a significant problem.

How can a current school board member support you in advancing areas of mutual importance?

Stay in contact. If I am not hearing from you I do not know what issues are important to you and your district. I used to serve on a school board, and can guess where Norfolk will come down on most issues, but if I don't hear from you I don't know for sure.



The **TotalCheck®** Package:

Multi-Court Jurisdictional Database

Our Multi-Court Jurisdictional Database search is used to supplement our County / Statewide Criminal History search, requiring verification to confirm accuracy. It scours over 650 million criminal records from across the United States, outlying territories and islands. Included in the many sources are:

- ✓ Administrative Offices of the Court
- ✓ Department of Corrections
- ✓ County Arrest Records
- ✓ Departments of Public Safety
- ✓ And more

To learn more about other services included in our TotalCheck packages, contact One Source today!

onesource®
The Background Check Company

education@onesourcebackground.com
800.608.3645 ext. 5600
onesourcebackground.com

BE HEARD! CALL FOR LEGISLATIVE PROPOSALS - DUE JULY 1

LEADERSHIP | INNOVATION | VISION | ENGAGEMENT







NOW IS THE TIME FOR YOU AND YOUR BOARD TO THINK OF ITEMS YOU MIGHT LIKE ADDRESSED IN 2020

NEXT WEEK!

NOT SURE WHERE TO BEGIN?

DON'T THINK YOU HAVE THE POWER TO MAKE A DIFFERENCE?

As a board member, an elected official, and a community leader, you are in an excellent position to educate and influence the legislative process.

From now until July 1, you have the opportunity to be heard and submit a topic you would like discussed at this summer's NASB Legislative Committee meeting, to then be drafted and introduced as future legislation.

If you have a topic in mind, or would like assistance getting the ball rolling, please let Matt Belka know at mbelka@NASBonline.org.

SUBMIT YOUR LEGISLATIVE PROPOSALS NOW AT:

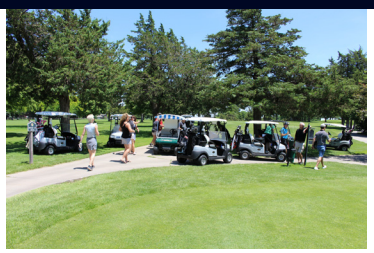
http://www.nasbonline.org/registrations/ProposedResolution.aspx



ANOTHER GREAT DAY FOR THE MEMBER GOLF OUTING

The sun was AGAIN shining, and the putts were falling. 70 school leaders and education partners from throughout Nebraska enjoyed the greens and each other's company through 18 holes of scramble golf at the Kearney Country Club.

Thanks to all of the day's participants and sponsors, including ALICAP for providing lunch, the Nebraska Safety Center for providing transportation, and Ameritas for hosting the hospitality cart. Thanks to Boyd Jones; TRANE; First National Capital Markets; Johnson Controls; and KCAV for their help and sponsorships to make the day a success as well.























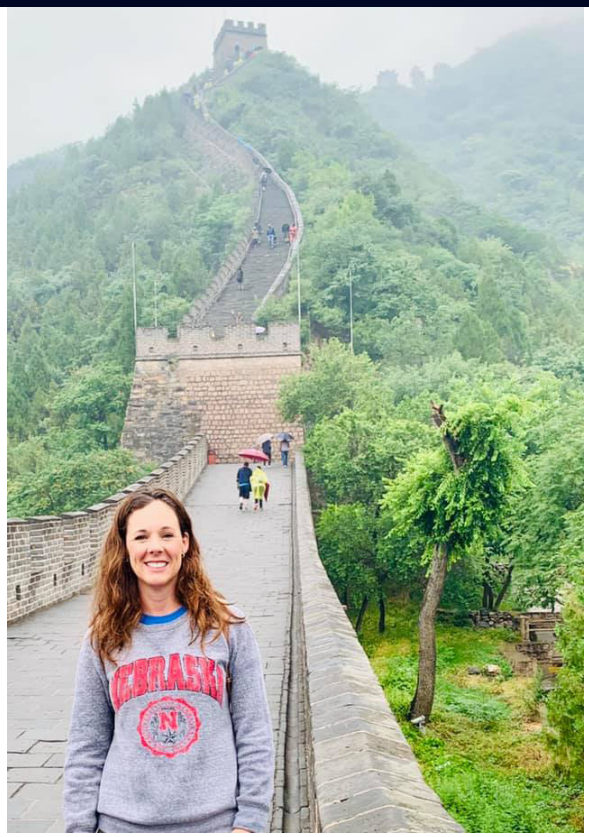



BRINGING THE GOOD LIFE TO THE GREAT WALL

LEADERSHIP INNOVATION VISION ENGAGEMENT

For the past few weeks, Stephanie Summers, David City School Board President, and member of the NASB Legislation Committee has been representing Nebraska learning about education in China, touring the country talking with peers on behalf of ACYPL, the American Council of Young Political Leaders. ACYPL gives elected officials and policy experts under 40 a global perspective through our international exchange programs, bringing people together across oceans, borders, and the political spectrum to foster mutual understanding, respect, and friendships among the next generation of leaders worldwide.

For those on social media, while her access to the interwebs has been limited, Stephanie has been able to post a few of her experiences which have also been shared on NASB's accounts, but look for a more in-depth feature in the July edition of NASB's ***Board Notes*** once she returns home!









REFRESH & CONNECT

LEADERSHIP | INNOVATION | VISION | ENGAGEMENT



REGISTER NOW FOR THE 2019 NAEP ANNUAL WORKSHOPS

"Refresh & Connect"

July 16 | Gering
July 16 | Lincoln
July 17 | Kearney
July 17 | Norfolk

SUGGESTED AUDIENCE

Administrative Assistants
Secretaries
Bookkeepers
Business Managers

AGENDA

8:15 AM	**Registration**
8:30 AM	**NAEP Community Updates** **Region Officer Elections** **NAEP Website/Discussion Board** **2019-2020 Membership Drive**
9:15 AM	**Secret Kindness Agent Follow Up**
9:45 AM	**SPARQ: Meetings, eFunds, Document Imaging & Scanning**
10:55 AM	**Group Table Talk Timeouts** **0-250 Enrollment Size** **250-750 Enrollment Size** **750-2,000 Enrollment Size** **2,000+ Enrollment Size**
12:00 PM	**Lunch and Learn!**
12:30 PM	**Healthy Habits: Food and Fitness** **UNL Extension**
1:30 PM	**Group Table Talk Timeouts** **ESSA Coding/AFR Upload** **Human Resources** **Social Media/Marketing Board Member Support**
2:40 PM	**Tools, Tips, and Tricks for Organization & Time Management - Marcia Herring & Melissa Lusk**
3:40 PM	**Evaluation, Final Prize Giveaway**
4:00 PM	**Adjourn Annual Meeting**

The mission of NAEP is to provide opportunities for collaboration to support the success of the Board of Education, administration, staff, students, and communities.

A SUMMER ROAD TRIP WITH THE NASB BOARD OF DIRECTORS

LEADERSHIP | INNOVATION | VISION | ENGAGEMENT

WHAT IS YOUR ALL-TIME FAVORITE NEBRASKA RESTAURANT?



Steve Blocher
President
West Point

ABEE'S PIZZA (EUSTIS)*



Stacie Higgins
President-Elect
Nebraska City

LIED LODGE LOUNGE (NEB CITY)



Brad Wilkins
Vice President
Ainsworth

MISTY'S (LINCOLN)



Lanny Boswell
Past President
Lincoln

THE PASTA PLACE (LINCOLN)



Region 1
Neal Kanel
HTRS

KERRY'S (McCOOL JUNCTION)



Region 2
Sarah Centineo
Bellevue

ROMA'S (BELLEVUE)



Regions 3, 6 & 7
Shavonna Holman
Omaha

DINKERS (OMAHA)



Regions 3, 6 & 7
Ricky Smith
Omaha

LONGHORN STEAKHOUSE (OMAHA)



Regions 3, 6 & 7
Nancy Kratky
Omaha

BONEFISH GRILL (OMAHA)



Regions 4 & 5
Bob Rauner
Lincoln

DUDE'S STEAK HOUSE (SIDNEY)



Regions 4 & 5
Kathy Danek
Lincoln

TONY & LUIGI'S (LINCOLN)*



Region 8
Jay Irwin
Ralston

THE BOILER ROOM (OMAHA)



Region 9
Alan Moore
ESU 3

CHINA GARDEN (OMAHA)



Region 10
Paul Brune
Heartland

HUNTERS LOUNGE (WACO)



Region 11
Jim Vlach
Lyons-Decatur Northeast

MR. C'S (OMAHA)*



Region 12
Lisa Wagner
Central City

TAVERN 180 (OMAHA)



Region 13
Marilyn Bohn
Ravenna

GRANDPA'S STEAK HOUSE (KEARNEY)*



Region 14
Sandy Noffsinger
Dundy County Stratton

VINCENZO'S (LINCOLN)



Region 15
Barb Svoboda
Mullen

CHUCKWAGON N' JUG (MULLEN)



Region 16
Patti Gubbels
Norfolk

BLACK COW FAT PIG (NORFOLK)



Region 17
Richard Dohma
Ponca

BOGNERS (CROFTON)*



Region 18
Kim Burry
Bayard

THE KOALA CLUB (MINATARE)*



Region 19
Stacy Jolley
Millard

MAHOGANY PRIME (OR RUNZA!)

*** NO LONGER OPEN**

2019 AREA MEMBERSHIP MEETINGS

Training | Recognition | Networking | Vision

Valentine | Fremont | La Vista | Gering | North Platte | Kearney | York | Nebraska City | Norfolk

CHANGING THE NARRATIVE

A 2019 Legislative Recap & How Your Engagement Impacted the Process

Board Policy: What Boards Want Vs. What Others Want

Strategic Planning: Leadership Accountability

Cohesive Leadership is More Than a Catchphrase!

Let's Talk About It: Networking & Open Dialogue with Peers on Key Topics

The Do's and Don'ts of School Safety, School Insurance and School Claims

MARK YOUR CALENDAR & REGISTER AT WWW.NASBONLINE.ORG

Tuesday, August 20 | Valentine
Wednesday, August 21 | Fremont
Thursday, August 22 | La Vista
Monday, August 26 | Gering
Tuesday, August 27 | North Platte
Wednesday, August 28 | Kearney
Wednesday, September 4 | York
Wednesday, September 18 | Nebraska City
Wednesday, September 25 | Norfolk

AGENDA

Registration, Networking & Exhibitors | 4:30 PM
Vision session | 5:00 to 5:45 PM
Break | 5:45 to 6:00 PM
Training Sessions #1 | 6:00 to 6:35 PM
Break | 6:35 to 6:45 PM
Training Sessions #2 | 6:45 to 7:20 PM
Networking Dinner & Awards/Recognition | 7:25 PM

15 awards of achievement points will be earned for attending

Worrying about the budget pinch? By next school year, be a member of NJUMP/CJUMP. Contact Jim Luebbe at jluebbe@NASBonline.org to learn more!

THIS MONTH IN ...

LEADERSHIP | INNOVATION | VISION | ENGAGEMENT

... POLICY

LB 575 passed this year by the Legislature requires that military recruiters must be provided the same access to a student in high school grades as is provided to postsecondary educational institutions or to prospective employers of such students. In addition, once a student turns 18, only that student and not the parent can decide whether the student may opt out of allowing the military to have access to the student's contact information.

Contact Jim to learn more!

... MEMBER ENGAGEMENT

IN ADDITION TO HOSTING 70 GOLFERS AT THE ANNUAL NASB MEMBER GOLF OUTING ... JUNE VISITS HAVE INCLUDED:
Ansley, Centura, Chase County, Cross County, Doniphan-Trumbull, Elba, Emerson-Hubbard, Homer, HTRS, Johnson Brock, Pawnee City, Perkins County, Seward, Southern Valley, St. Paul, Weeping Water, & Winnebago. Looking forward to more the rest of this month and into July!

- Sharon -



Paul Grieger
(800) 528-5145
pgrieger@dadco.com



Cody Wickham
(866) 809-5596
cwickham@dadco.com



Andy Forney
(866) 809-5443
aforney@dadco.com

Building a better future with Nebraska's Public Finance Partner

D.A. Davidson & Co. has long been a leader in innovative debt financing for school districts. What we're most proud of are the relationships we've nourished and the strong community improvements that are made as a result.

Our public finance professionals take a personal interest and a hands-on approach, carrying our deals from start to finish. Because you deserve solutions tailored to fit you.

- Tax Anticipation / Construction Notes
- Bond Underwriting Services
- Lease-Purchase Financing
- QCPUF Bonds

D|A|DAVIDSON

450 Regency Parkway, Suite 400 | Omaha, NE 68114
dadavidson.com | D.A. Davidson & Co. member FINRA and SIPC

... ADVOCACY & GOVERNMENT RELATIONS

CALL FOR LEGISLATIVE PROPOSALS - Due July 1, 2019

Have something that you feel "... ought to be a law" regarding public education in Nebraska, submit it for consideration.

John & Colby will be presenting to a group of Senators on a listening session tour later this week.

Interim Studies to keep an eye on ...

LR63 - Interim study to examine educational service units

LR151 - Interim study to examine the financing of public education and develop recommendations for improving school funding

LR152 - Interim study to examine issues under the jurisdiction of the Education Committee

LR153 - Interim study to examine the administrative costs of local school systems and school districts

LR157 - Interim study to conduct an indepth review of the financing of the public elementary and secondary schools

LR208 - Interim study to examine state and school district policies that relate to maintaining a safe and positive school learning environment

LR214 - Interim study to examine issues that surround the engagement, attraction, and retention of youth in Nebraska

LR242 - Interim study to examine the replacement of Native American mascots in Nebraska at nontribal schools

- Call Colby with any questions! - #liveNASB

THIS MONTH IN ...

LEADERSHIP | INNOVATION | VISION | ENGAGEMENT

... ALICAP & INSURANCE

We are awaiting the Dept of Insurance's approval to declare another dividend to its membership! The 2019-2020 year is fast approaching and billing statements will be mailed by the end of July!!!

Thanks, Megan!

... SEARCH, STRENGTHS & AWARDS

Check your Awards of Achievement points for accuracy!

I am currently scheduling Gallup board sessions for September, call to book yours!

At its core, strengths-based development is based on three assumptions:

- *Only some behaviors can be learned.*
- *The best in a role deliver the same outcomes using different behaviors.*
- *Weaknesses fixing prevents failure; strengths building leads to success.*

You may have ***Strategic*** in your Top 5 if you are flexible in determining a new way of moving forward and you ask, "What if"

- Shari -

... ENERGY PURCHASING

The enrollment period for the natural gas purchasing programs in now closed for next winter's heating season. We have several new members this year and will be providing natural gas at extremely favorable rates.

Contact Jim to learn more!

... BOARD LEADERSHIP

As a newly elected or appointed board member, you have now experienced the work of the board at a board meeting. If I were to ask your fellow board members who you are as a board member, what would they tell me?

Recognizing that it has only been a few months, pause and reflect:

1) What are you communicating through your conduct at the board meetings or through the questions you are asking?
2) Are you modeling a student-centered focus through your questions?
3) Are you preparing for each board meeting by reading through the board agenda and all supporting resources?
4) Are you listening more than you are talking?
5) Are your votes based upon personal experience, and/or based upon the research and information provided to you by your superintendent or ESU Administrator?
6) How do you hope your peers perceive you?
7) Is it your intention to be an effective team player?

We understand that although you may now be a "new" best friend to many in your community, when approached with a concern from a patron or parent, be informed on how you will handle the situation. It is your responsibility, as a board member, to encourage the individual to follow the Chain of Command. Encourage the patron to pursue the next step if the matter has not been resolved to their satisfaction and follow up by contacting your superintendent to inform him/her of the patron's contact.

If you have questions regarding the resources available to your board please contact us!

Marcia, Kori, Melissa & Karla

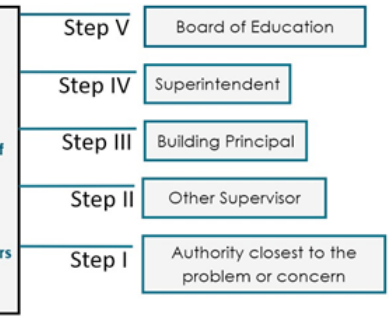
Chain of Command

i) Board Member is contacted by a patron of the district.

ii) Board Member listens with courtesy and sincerity.

iii) Board Member instructs the patron to follow the chain of command starting with the authority closest to the problem or concern.

iv) Board Member contacts superintendent to turn the matter over to superintendent and/or the administrators to handle.



Board Notes is published on a monthly basis as a member service. Advertising is available in every issue. To advertise or become an Affiliate, please contact Matt Belka for further information. Articles or advertising contained herein do not necessarily represent the views or policies of NASB.

Nebraska Association of School Boards | 1311 Stockwell Street - Lincoln, NE 68502 | Matt Belka, Editor | John Spatz, Publisher

TRAINING, NETWORKING, ENGAGEMENT & EVENTS

LEADERSHIP | INNOVATION | VISION | ENGAGEMENT

Join NASB, as we travel the state for various workshops, meetings and events throughout the year.
To learn more, and register, visit the Events tab of www.NASBonline.org



To register for an NASB event, click on the 'My Membership' link, then navigate to the 'Events' dropdown and select 'Register'.
If you do not have an email and password to log in or have forgotten it, please contact NASB at 800-422-4572 for assistance.

Be Heard! | Call for Legislative Proposals Due | July 1

Now is the time for you and your board to think of items you might like added, amended or addressed in 2020.
Submit your legislative proposals at: http://www.nasbonline.org/registrations/ProposedResolution.aspx

As a board member, an elected official, and a community leader, you are in an excellent position to educate and influence the legislative process. To submit an item you would like discussed at this summer's NASB Legislative Committee meeting, click on the above link. If you would like assistance getting the ball rolling, please email mbelka@NASBonline.org.

NAEP Regional Workshops | Refresh & Connect

JULY 16 | GERING JULY 16 | LINCOLN JULY 17 | KEARNEY JULY 17 | NORFOLK

NASB Orientation | July 24 | Lincoln

Area Membership Meetings | August & September

AUGUST 20 | VALENTINE AUGUST 21 | FREMONT AUGUST 22 | LA VISTA
AUGUST 26 | GERING AUGUST 27 | NORTH PLATTE AUGUST 28 | KEARNEY
SEPTEMBER 4 | YORK SEPTEMBER 18 | NEBRASKA CITY SEPTEMBER 25 | NORFOLK

Mark Your Calendar: State Conference Registration Opens September 11

Labor Relations Conference | September 11-12 | Lincoln

Thriving Children, Families, and Communities Conference | September 16 | Kearney

Facilities & Construction Workshop | October 10 | Kearney

Nominate the 2020 Nebraska Teacher of the Year now at www.NASBonline.org

Board Presidents: Check your inbox each month for the monthly 'NASB Update' to include in your meeting agenda.
Please contact mbelka@NASBonline.org with any questions, or if you are not receiving them.

Does your district have ALICAP? For more information, or to join please contact: Megan Boldt at mboldt@NASBonline.org

YOUR NASB BOARD OF DIRECTORS & STAFF

YOUR NASB LEADERSHIP TEAM



Steve Blocher
President
West Point



Stacie Higgins
President-Elect
Nebraska City



Brad Wilkins
Vice President
Ainsworth



Lanny Boswell
Past President
Lincoln

YOUR REGION DIRECTORS



Region 1
Neal Kanel
HTRS



Region 2
Sarah Centineo
Bellevue



Regions 3, 6 & 7
Shavonna Holman
Omaha



Regions 3, 6 & 7
Ricky Smith
Omaha



Regions 3, 6 & 7
Nancy Kratky
Omaha



Regions 4 & 5
Bob Rauner
Lincoln



Regions 4 & 5
Kathy Danek
Lincoln



Region 8
Jay Irwin
Ralston



Region 9
Alan Moore
ESU 3



Region 10
Paul Brune
Heartland



Region 11
Jim Vlach
Lyons-Decatur Northeast



Region 12
Lisa Wagner
Central City



Region 13
Marilyn Bohn
Ravenna



Region 14
Sandy Noffsinger
Dundy County Stratton



Region 15
Barb Svoboda
Mullen



Region 16
Patti Gubbels
Norfolk



Region 17
Richard Dohma
Ponca



Region 18
Kim Burry
Bayard



Region 19
Stacy Jolley
Millard

YOUR NASB STAFF

John Spatz
Executive Director



Colby Coash
Associate Executive Director/
Dir. of Government Relations



Makenzie Brookhouser
Events Manager &
Accounting Associate



Rachel Horstman
Business Manager



Kori Stanosheck
Board Leadership
Engagement Associate



Shari Becker
Director of Education
Leadership Search Service



Craig Caples
Director of Technology



Karla Kruse
Board Leadership/ALICAP
Admin. Assistant



Lisa Steinkuhler
Executive Admin. Assistant



Matt Belka
Director of Marketing,
Communications & Advocacy



Sharon Endorf
Director of
Member Engagement



Jim Luebbe
Director of Policy Services



Sallie Svatora
Director of Operations



Megan Boldt
Director of ALICAP Insurance



Marcia Herring
Director of Board Leadership



Melissa Lusk
Board Leadership
Development Associate



Vicki Walter-Winters
Legal Admin. Assistant



View the full directory of the Board and staff at www.NASBonline.org

NASB AFFILIATES

LEADERSHIP | INNOVATION | VISION | ENGAGEMENT

ACCOUNTING

Watts and Hershberger, P.C.
Jim Watts - 402-483-7512
jw1cpa@aol.com | www.gowh.com
(CPA, Accounting)

ARCHITECTS

BCDM Architects
Patrick Carson - 402-391-2211
pcarson@bcdm.net - www.bcdm.net
(Architectural Services)

BVH Architecture
Cleve Reeves - 402-475-4551
creeves@bvh.com - www.bvh.com
(Architecture)
*Silver Level Affiliate

CMBA Architects
Brad Kissler - 308-384-4444
kissler.b@cmbaarchitects.com
Jim Brisnehan - 308-384-4444
brisnehan.j@cmbaarchitects.com
Troy Keilig - 308-384-4444
keilig.t@cmbaarchitects.com
www.cmbaarchitects.com
(Architecture, Master Planning, Interiors, Bond Promotion/ Community Engagement)
* GOLD LEVEL AFFILIATE

Carlson West Povondra Architects
Jamie Eckmann - 402-551-1500
jeckmann@cwparchitects.com
www.cwparchitects.com
(Architecture, planning, feasibility studies)
* GOLD LEVEL AFFILIATE

DLR Group
Vanessa Schutte - 402-393-4100
vschutte@dlrgroup.com
www.dlrgroup.com
(Architecture, engineering, Ed. facility planning)

The Schemmer Associates Inc.
Terry Wood, AIA - 402-493-4800
twood@schemmer.com
Molly Macklin - 402-493-4800
mmacklin@schemmer.com
www.schemmer.com
(Architecture, engineering, educational facility planning)

AWARDS & PLAQUES

Awards Unlimited
Larry King - 402-474-0815
larryking@awardsunlimited.com
www.awardsunlimited.com
(Trophies, awards, plaques, etc.)

BUILDING CONTROLS/ SERVICES

Control Management Inc.
Nathan Haug - 402-571-9454
nathan@cmiomaha.com
www.cmiomaha.com
(Building Automation, Security and Energy Optimization for New and Existing Systems)

Duro-Last Roofing
Mark Akagi - 785-232-6563
mark@morrisgrup.com
www.duro-last.com
(Representative for Duro-Last roofing system)

CONSTRUCTION SERVICES

BD Construction
Marsha Wilkerson - 308-234-1836
mwilkerson@bdconstruction.com
www.BDconstruction.com
(Site Selection, Facility Planning, Engineering, Permitting, Build to Suit)
*GOLD LEVEL AFFILIATE

Boyd Jones Construction
Emily Bannick - 402-550-1808
ebannick@boydjones.biz
www.boydjones.biz
(Construction Management, Pre-Bond, Pre-Construction, Facility Evaluation, Early Stage Planning)
* GOLD LEVEL AFFILIATE

Cheever Construction
Douglas Klute - 402-477-6745
dklute@cheeverconstruction.com
www.cheeverconstruction.com
(Construction Services)

Heartland Pella Windows & Doors
Dennis Feeken - 800-334-2271
dennisfeeken@heartlandpella.com
www.heartlandpella.com
(Commercial Window & Door Solutions)

ENERGY SERVICES

Ameresco, Inc.
David Goebel - 308-392-3283
402-370-8822
dgoebel@ameresco.com
www.ameresco.com
(Capital Improvements, Energy Efficiency & Renewable Energy Solutions for Buildings)
* GOLD LEVEL AFFILIATE

ENERGY SERVICES

CTS Group
Randy Harrick - 402-680-6390
rherrick@ctsgroup.com
www.ctsgroup.com
(Provides safe, secure learning and working environments)
* GOLD LEVEL AFFILIATE

Johnson Controls
Jason Peck - 308-708-9479
jason.peck@jci.com - www.jci.com
(HVAC, Building Automation, Service Agreements, Security and Fire, among others)
* GOLD LEVEL AFFILIATE

TRANE
Dave Raymond
402-596-8000 - 402-452-7762
dave.raymond@trane.com
www.trane.com/omaha
(Building Construction & Energy Services)
* GOLD LEVEL AFFILIATE

EQUIPMENT AND FURNITURE

Sheppard's Business Interiors
Ken Sigmon - 402-393-8888
ksigmon@sbi-omaha.com
www.sbi-omaha.com
(Furniture, Space Planning, Asset Management)

FINANCIAL SERVICES

Ameritas Investment Corp.
Jay Spearman
jspearman@ameritas.com
Scott Keene
skeene@ameritas.com
Brad Slaughter
bslaughter@ameritas.com
Marc Munford
mmunford@ameritas.com
Bruce Lefler
blefler@amertias.com
Dallas Watkins
dallas.watkins@ameritas.com
800-700-2362 - 402-384-8088
(Bonds, Refunding Bonds, QCPUF Bonds, TANs, NASB Lease-Purchase)
* GOLD LEVEL AFFILIATE

FINANCIAL SERVICES

D.A. Davidson & Co.
Paul Grieger - 402-392-7986
pgrieger@dadco.com
Cody Wickham - 402-392-7989
cwickham@dadco.com
Andy Forney - 402-392-7988
aforney@dadco.com
www.dadavidson.com
(Bonds/Election Services, Lease Purchase)
* GOLD LEVEL AFFILIATE

First National Capital Markets
Tobin Buchanan - 308-352-8328
tbuchanan@fnni.com
www.fncapitalmarkets.com
(Public Finance, Election Guidance)
* GOLD LEVEL AFFILIATE

First Nebraska Credit Union
Elly Heckel - 402-492-9100
marketing@firstnebraska.org
www.firstnebraska.org
(Taking care of your financial needs!)

Nebraska Liquid Asset Fund - NLAF
Barry Ballou - 402-705-0350
balloub@pfm.com
www.NLAFpool.org
(Liquid Asset Fund, financing programs)
* GOLD LEVEL AFFILIATE

Nebraska Public Agency Investment Trust
Becky Ferguson - 402-323-1334
becky.ferguson@ubt.com
www.npait.com
(Cash management tool for short-term and long-term funds)
* GOLD LEVEL AFFILIATE

Union Bank & Trust
Health Benefit Solutions
Jennifer Ainsworth - 402-323-1815
jennifer.ainsworth@ubt.com
www.ubt.com/health
(Financial Services, Banking)
* Silver Level Affiliate

Wells Fargo Bank
Andrew J. Detlefsen - 402-434-6701
andrew.j.detlefsen@wellsfargo.com
www.wellsfargo.com
(Financial Services, Banking)

NASB AFFILIATES

LEADERSHIP | INNOVATION | VISION | ENGAGEMENT

FOOD SERVICE

Lunchtime Solutions
Deni Winter
605-235-0939 Ext 106
deni@lunchtimesolutions.com
www.lunchtimesolutions.com
(Progressive Food Service Management)
* GOLD LEVEL AFFILIATE

Opaa! Food Management of Nebraska
Greg Frost - 636-812-0777
www.opaafood.com
(Contract Food Service Management)

Taher, Inc. - Food Service Management
Tom Johnson - 952-945-0505
t.johnson@taher.com
www.taher.com
(Providing a fresh take on Food Service Management)
* GOLD LEVEL AFFILIATE

INSURANCE SERVICES

Blue Cross Blue Shield of Nebraska
Cortney Ray - 402-458-4823
cortney.ray@nebraskablue.com
www.nebraskablue.com
(Group health insurance)
* GOLD LEVEL AFFILIATE

National Insurance Services
Steve Ott - 800-627-3660
sott@nisbenefits.com
www.nisbenefits.com
(Group LTD, Life, Vision, Special Pay Plans, HRA's)

Public Risk Management
Sheri Shonka
402-884-3751 - 877-649-4612
sheri.shonka@prmne.com
www.alicap.org
(ALICAP, Insurance services)
* GOLD LEVEL AFFILIATE

LEGAL SERVICES

Mueller Robak, LLC
William Mueller - 402-434-3399
mueller@muellerrobak.com -
(Lobby firm)

MECHANICAL CONSTRUCTION

Rasmussen Mechanical Services
Jennifer Coggins - 712-323-0514
jennifer.coggins@rasmech.com
www.rasmech.com
(Your Single Source Service Provider)

MENTORING

TeamMates Mentoring
Hannah Miller - 319-610-8538
hannah@teammates.org
www.teammates.org
(Together we transform lives)
* GOLD LEVEL AFFILIATE

PLAYGROUND/ SCOREBOARDS/ SURFACING

Creative Sites, LLC
Julie Kutilek
402-614-4606 - 800-266-1250
julie@creativesitesllc.com
(Playground equipment and site furnishings)
* GOLD LEVEL AFFILIATE

Crouch Recreation
Eric Crouch - 402-496-2669
eric@crouchrec.com
www.crouchrec.com
(Playgrounds, Shelters, Scoreboards, Safety Surfacing & Site Amenities Manufacturers Rep)
* GOLD LEVEL AFFILIATE

SAFETY & SECURITY SERVICES

One Source
The Background Check Company
Neal Josten
800-608-3645 ext. 5600
njosten@onesourcebackground.com
www.onesourcebackground.com
(Employment, Volunteer, Contractor Screening)
* GOLD LEVEL AFFILIATE

VideoTronix Inc.
David Harvey - 402-210-2839
david.harvey@vtisecurity.com
www.vtisecurity.com
(IP Video Surveillance, Networks, Access Control, Storage)

STUDENT INFORMATION SERVICES

JMC Computer Services
Paul Freid - 651-345-4654
Paul@jmcinc.com
www.jmcinc.com
(Easy ADVISOR reporting and student information management)
* GOLD LEVEL AFFILIATE

TECHNOLOGY CONSULTING

PRISM advisors
Jason Richards - 402-593-8911
jprichards@prism-advisors.com
www.prism-advisors.com
(PEOPLE, PROCESS & SYSTEMS. IT strategic planning and project management through RFP to implementation)
* GOLD LEVEL AFFILIATE

TECHNOLOGY/ SOFTWARE

Sparq Data Solutions
Craig Caples - 402-423-4951
ccaples@sparqdata.com
www.sparqdata.com
(Paperless Board Meetings, Teacher Negotiations, Public Document Management, Document Imaging & Scanning)
* GOLD LEVEL AFFILIATE

THERAPY SERVICES

Central Nebraska Rehabilitation Services
Mary Walsh-Sterup
308-675-1853 ext. 3222
mary@cnrehab.com
www.cnrehab.com
(Providing PT, OT and Speech therapy in the school system)

TRANSPORTATION

Body Worx Inc.
Josh Goodbrake - 308-293-3109
josh.bodyworx@gmail.com
www.bodyworxrepair.com
(Commercial Vehicle Collision Center Specializing in School Busses and Motor Coaches)
*Silver Level Affiliate

1311 STOCKWELL STREET
LINCOLN, NE 68502
WWW.NASBONLINE.ORG

RETURN SERVICE REQUESTED

NASB BOARD NOTES

A monthly publication from the Nebraska Association of School Boards



LEADERSHIP | INNOVATION | VISION | ENGAGEMENT

IN THIS EDITION

FROM SCHOOL BOARD TO THE STATE CAPITOL
BE HEARD! CALL FOR LEGISLATIVE PROPOSALS - DUE JULY 1
ANOTHER GREAT DAY FOR THE MEMBER GOLF OUTING
BRINGING THE GOOD LIFE TO THE GREAT WALL
REFRESH & CONNECT
A SUMMER ROAD TRIP WITH THE NASB BOARD OF DIRECTORS
CHANGING THE NARRATIVE
TRAINING, NETWORKING, ENGAGEMENT & EVENTS
YOUR NASB BOARD OF DIRECTORS & STAFF
... AND MUCH MORE!

AS WELL AS "THIS MONTH IN ..."

... ADVOCACY & GOVERNMENT RELATIONS
... ALICAP & INSURANCE
... BOARD LEADERSHIP
... ENERGY PURCHASING
... MEMBER ENGAGEMENT
... NEBRASKA WHOLE CHILD PROJECT
... POLICY
... SEARCH, STRENGTHS & AWARDS
... TECHNOLOGY

NASB BOARD QUICKS

A monthly e-update from the Nebraska Association of School Boards

JULY 2019 | www.NASBonline.org | #liveNASB

http://members.nasbonline.org/index.php/events

To register for an NASB event, click on the 'My Membership' link, then navigate to the 'Events' dropdown and select 'Register'. If you do not have an email and password to log in or have forgotten it, please contact NASB at 800-422-4572 for assistance.

NAEP Regional Workshops | Refresh & Connect

JULY 16 | GERING JULY 16 | LINCOLN JULY 17 | KEARNEY JULY 17 | NORFOLK

REGISTRATION DEADLINE IS JULY 9!

NASB Orientation | July 24 | Lincoln

Area Membership Meetings | August & September

AUGUST 20 | VALENTINE AUGUST 21 | FREMONT AUGUST 22 | LA VISTA

AUGUST 26 | GERING AUGUST 27 | NORTH PLATTE AUGUST 28 | KEARNEY

SEPTEMBER 4 | YORK SEPTEMBER 18 | NEBRASKA CITY SEPTEMBER 25 | NORFOLK

Mark Your Calendar: State Conference Registration Opens September 11

Labor Relations Conference | September 11-12 | Lincoln

Thriving Children, Families, and Communities Conference | September 16 | Kearney

Learn More & Register at: http://events.r20.constantcontact.com/register/event?llr=hzuhmhtab&oeidk=a07egbmwu5q06810010

School Board Member of the Year Nominations - Due September 27

http://members.nasbonline.org/index.php/ann-mactier-school-board-member-of-the-year-award

Facilities & Construction Workshop | October 10 | Kearney

Nominate the 2020 Nebraska Teacher of the Year now at www.NASBonline.org

Board Presidents: Check your inbox each month for the monthly 'NASB Update' to include in your meeting agenda.
Please contact mbelka@NASBonline.org with any questions, or if you are not receiving them.

LEADERSHIP INNOVATION VISION ENGAGEMENT

The Nebraska Association of School Boards provides support to School Boards to strengthen public education for all Nebraska children.

8 year history of the Ralston Public School's lunch and breakfast prices

Breakfast Prices

	10-11	11-12	12-13	13-14	14-15	15-16	16-17	17-18	18-19
Elementary	1.50	1.55	1.55	1.55	1.55	1.55	1.55	1.55	1.55
Middle	1.90	1.95	1.95	1.95	1.95	1.95	1.95	1.95	1.95
High	2.45	2.50	2.50	2.50	2.50	2.50	2.50	2.50	2.50

Lunch Prices

	10-11	11-12	12-13	13-14	14-15	15-16	16-17	17-18	18-19
Elementary	2.10	2.15	2.20	2.20	2.30	2.30	2.30	2.45	2.45
Middle	2.50	2.55	2.55	2.55	2.65	2.65	2.65	2.80	2.80
High	2.75	2.80	2.80	2.80	2.80	2.80	2.80	2.80	2.80

Options for USDA lunch price compliance

	1	2	3
Elementary	2.51	2.50	2.55
Middle	2.95	2.95	2.90
High	2.95	3.00	2.90

Ralston Middle School Fee List

Fees Assessed:

Extracurricular Activity Fee: $20.00
Lunch Prices: ~~$2.80~~ $2.95, Reduced Lunch: $0.40
Breakfast Prices: $1.95 Reduced: $0.30
Milk 8 oz: $0.50 Orange/Apple Juice 4 oz: $0.50
Lost/Damaged assignment notebook: $4.00
Lost/Damaged library and/or classroom textbook: replacement cost
Lost/Damaged clothing/equipment: replacement cost

Required clothing for PE and extracurricular activities

Select vocal music group attire: Maximum $185.
Boys- Black pants, shirt, tie and black shoes.
Girls- Vests and shoes.
Gym Shorts and cotton T-shirt (Ralston Middle School offers RMS shorts ($10) and RMS shirts ($10) which are available in the office but not required.)
Towel
Rubber soled athletic shoes
Undergarments and socks appropriate for the activity.

Optional Fees- not required

Ralston High School Activity Ticket-$40.00
Extracurricular activities travel fee – Not to exceed $500 per event
Extracurricular activities admission – Maximum $5.00 per event
Physicals for 8th Grade Sports-$50.00
Ralston Middle School Yearbook-$20.00
8th Grade Class Picture-$20.00
Student Picture Packages-$15-$25
Printed Clothing
Paperback books for personal ownership

Donations / Fundraising

Family Consumer Science for food and take home materials used in class-$15.00.
Industrial Technology for home materials used in class that can be taken home-$15.00.
Art Supplies-$15.
As approved by Superintendent or designee.

Revised 7/5/2019

Ralston High School Fee List

Fees Assessed:

Extracurricular Activity Fee: $40.00 includes activity ticket
Transcripts: Price for Graduates set by Parchment online order system $4.00;
Current students are free of charge through Naviance
Summer School: $175 resident, $225 non-resident. Night School: $300 maximum / class.
Breakfast Prices: $2.50 Reduced: $0.30
Lunch Prices: ~~$2.80~~ $3.00TBD, Reduced Lunch: $0.40
Milk 8 oz: $0.50 Orange/Apple Juice 4 oz: $0.50
Replacement School ID : $5.00
Lost/Damaged library and/or classroom textbook: replacement cost
Lost/Damaged clothing/equipment: replacement cost

Required clothing for classes and extracurricular activities

Gym Shorts and Cotton T-shirt (PE) Undergarments
Swimsuit (Swimming) Towel (PE and swimming)
Rubber soled athletic shoes Socks
FCS (Year 2 & 3): white shirt, black pants, black shoes, and socks
Medical Science Academy 1 & 2: Lab Coat and Scrubs
Automotive Academy: blue jeans, close-toed shoes, academy shirt
Education Academy: business casual professional attire
SCUBA oxygen tank fee- not to exceed $40

Specialized Equipment or Clothing Specific to Extracurricular Activity Participation

Shoes appropriate for the activity Undergarments appropriate for the activity
Gym Shorts and Cotton T-shirt Athletic socks
Golf clubs, practice golf balls, tees Baseball glove / softball glove**,** bat(s)
Tennis racquet Protective gear (ex. soccer shin guards)
Choir: Up to $350 for competition shirt, pants, ties, dress, shoes and stockings

Optional Fees -Not Required

Ralston High School Activity Ticket-$40.00 Physicals for Sports-$50.00
Ralston High School Yearbook-$75.00 Parking-$5.00
Student Picture Packages-$15-$25
Printed Clothing
Books &/or consumable materials for personal ownership (ex. clay, wood, etc.)
Extracurricular activities admission – Maximum $25.00 per event
Extracurricular activities travel fee – Not to exceed $4800 per event

Revised 7/5/2019

Certification (Optional to student)
Red Cross Lifeguard certification $85.00
OSHA: $25
SCUBA certification-paid directly to certification provider

Donations / Fundraising
Cheer and Dance Uniforms: $1200
As approved by Superintendent or designee

Elementary Fee List

Fees Assessed:
Lost/Damaged library and/or classroom textbook: replacement cost
Lost/Damaged clothing/equipment: replacement cost
Lunch Prices: ~~$2.45~~ $2.50TBD, Reduced Lunch: $0.40
Breakfast Prices: $1.55, Reduced: $0.30
Milk 8 oz: $0.50 Orange/Apple Juice 4 oz: $0.50

Recommended Items Not Required:
Backpack
Water bottle
Towel / Mat for rest time (Pre-school)
Paint shirt

Required clothing:
Select vocal music group attire: $25.00
Rubber soled athletic shoes for PE

Optional Items Available for purchase:
Ralston High School Activity Ticket-$40.00
Yearbook-$10.00 - $20.00
Student Picture Packages-$6.50-$25
Printed clothing
Paperback books for personal ownership

Donations and Fundraising:
As approved by Superintendent or designee

Revised 7/5/2019

2015
STUDENT INVOLVEMENT IN DECISION MAKING

The Ralston Public Schools Board of Education recognizes the unique perspectives held by students on issues impacting the school district. Therefore, one middle school and one high school student of the Ralston Public School District may serve as a nonvoting student advisor to the Board pursuant to this policy.

Students interested in serving as a student advisor to the Board will submit a one to two-page essay to the student leadership selection committee explaining how they would represent the students on the Board. The student leadership selection committee will be made up of the building principals from both Ralston Middle School and Ralston High School and two members of the Board of Education appointed by the Board President. The student leadership committee will select two (2) or three (3) candidates to be presented to the RMS and RHS student body for election to the Board as the student advisor for their school. The election will be held in November each year for a term of the next calendar year. The student advisor may only serve one (1) term per building unless the seat available is vacant. The student advisor exists at the discretion of the Board.

A student must be a seventh or eighth-grade student for middle school and a sophomore or junior student for high school to be eligible for the position. In addition, the student must be enrolled as a full-time student (may include dual enrollment or academy programs) in the district throughout his or her one-year term. The student selected may not have been suspended from school or suspended from any school-sponsored activities before or during his or her term. The student advisor shall not violate any of the provisions of the code of conduct as set forth in the RMS or RHS student handbook. The Board reserves the right to remove a student as a student advisor for any reason including, but not limited to, situations where the student is suspended from school, violates the law, fails to attend the necessary meetings, or is no longer enrolled in school. In the event a vacancy is created due to removal or resignation, the student leadership committee will nominate another student for the remainder of the term upon appointment by the Board.

The student advisor from each level is expected to attend all regular Board meetings unless excused by the Board. Each student advisor may be directed by the Board to report on particular issues or invite guests to the Board Meetings once per month. The student advisors will be expected to communicate with district students on a regular basis. The student advisors may not vote on any issue and will not have access to

closed or confidential information. The student advisors will receive the same Board packet distributed to the rest of the Board, except for any closed or confidential information. Once appointed, the student advisors will be informed of the Nebraska Public Records Law, basic parliamentary procedure under the Nebraska Open Meetings Act, and Board policies affecting the operation of Board meetings.

Ralston
PUBLIC SCHOOLS

Elementary
Student & Family Handbook
2019-2020

BOARD OF EDUCATION

Linda Richards, President
Heather Johnson, Vice President
Dr. Jay Irwin, Secretary
Mike Overkamp, Treasurer
Marty Roarty, Member
Elizabeth Kumru, Member

DISTRICT ADMINISTRATORS

Dr. Mark Adler – Superintendent
Dr. Mike Rupprecht – Executive Director of Human Resources
Mr. Jason Buckingham – Executive Director of Fiscal Affairs
Mrs. Melissa Stolley – Director of Student Services
Dr. Cecilia Wilken – Director of Teaching & Learning
Mrs. Diane L. Meyer - Director of Suburban Schools'/Metro Regional Program

Building	Administrator	Address	Phone
Blumfield Elementary	Mrs. Ashley Tomjack	10310 Mockingbird Drive	402.331.0891
Karen Western Elementary	Mr. Andrew Mather	6224 'H' Street	402.731.7477
Meadows Elementary	Ms. Lisa Schroeder	9225 Berry Street	402.339.6655
Mockingbird Elementary	Mr. Brian Ferguson	5100 South 93rd Street	402.331.6954
Seymour Elementary	Ms. Jody Blessen	4900 South 79th Street	402.331.0540
Wildewood Elementary	Mrs. Ashley Holmes	8071 Ralston Avenue	402.331.6475

Overview - Page 5 Accreditation Ralston Public Schools Purpose statement Ralston Public Schools Direction statement Ralston's educational beliefs Board of education policies Right to handbook notice	**Communication - Page 5** Phone & Email communication Parent-Teacher conferences Progress reports School publications Notice of Parental Rights
Day to Day - Page 7 Class treats/gifts/flowers/party invitations Lost clothing Skateboards/scooters Sports equipment Student fees, fines and charges Elementary fee list Telephone messages Toys Valuables Visitors to school	**Code of Conduct & Discplinary Action - Page 12** Student conduct General conduct of students Dress code Use of Tobacco Products Illegal Substances Sniffer Dogs Weapons in the schools School bus/van rules and regulations Student discipline Emergency Exclusion
Academics - Page 24 Instructional materials and activities Student assistance teams Field trips Prekindergarten Child Find notice Complaint regarding printed materials	**Meals - Page 27** Breakfast/lunch program Lunch room behavior
Extended Day - Page 28 Extended day care program (Lil' Rams) Intramural activities	**Enrollment & Student Placement - Page 29** Entrance age Change of residence/phone number Placement of students in classes Transfer or withdrawal from school Within district transfers of students
Attendance - Page 30 Time of arrival Absence procedures Compulsory attendance and excessive absenteeism Leaving before the end of the day Release of student to non-custodial parent Nebraska compulsory attendance law	**School Property & Student Safety - Page 32** Safety Safety drills Bicycle rules Inclement weather – School closing/considerations Animals on School Grounds
Medical - Page 34 Communicable diseases Emergency care of a student First aid Immunizations Medication Physical examinations Summary of communicable diseases and contagious	**Family Engagement - Page 37** Parental/Guardian involvement in educational practices Standards and benchmarks for parent involvement Policy 5018 Parent/Guardian involvement in educational practices Title I: School-Parent Compact

conditions	
Technology - Page 41 Student internet and computer use Technology in Ralston Elementary & Middle Schools Acceptable Use Policy Cell phones Online grading site Student internet and comuter access Policy 5063 Audio & Video Recording	**Policies & Procedures - Page 48** Policy 5022 Investigations, Arrests, & Other Student Contact by Law Enforcement or Healthy & Human Services Policy 3053 Notice of non-discrimination Parent concern procedures Records available for review Grievance procedure for discrimination claims Notice to parents – Professional qualifications Testing Policy Parental/Guardian Notification of Student Surveys

OVERVIEW

RALSTON PUBLIC SCHOOLS PURPOSE STATEMENT

A community dedicated to achieving excellence through purposeful instruction and nurturing a climate of hope.

RALSTON PUBLIC SCHOOLS DIRECTION STATEMENT

Cultivating resilient citizens prepared for the diverse demands of the future.

THE RALSTON PUBLIC SCHOOLS BELIEVES…

- An educational process is a partnership involving the school, the family, the student, and the community.
- Students learn best when they are actively engaged in the learning process.
- All students can learn.
- Students learn best when schools maintain high expectations for learning.
- The foremost responsibility of any educational organization is the student.
- The essence of education is the ability to develop lifelong learners to deal responsibly with choice in a changing world.

ACCREDITATION

The Ralston Public School District has achieved AdvancED district accredidation.

BOARD OF EDUCATION POLICIES

Board of Education policies can be accessed on the district website: www.ralstonschools.org.

RIGHT TO HANDBOOK NOTICE

Handbooks will be available on the district and school websites. Notification of the web address and location to links will be provided to all students. In addition, any parent or student may request a printed copy of the handbook. A copy of the general rules of conduct will be posted in a conspicuous place in each school building.

COMMUNICATION

PHONE & EMAIL COMMUNICATION

To ensure effective and timely communication between our school district, staff, and school patrons, Ralston Public Schools uses a messaging platform to announce or remind our students and parents/guardians about important upcoming events. Also, it can serve as an information system to communicate student absences, school cancellations due to inclement weather, and crisis situations that may arise. Messages may come in the form of a pre-recorded phone call, text, push alert through the RPS Mobile App, and in other cases, will be accompanied by an email.

PARENT-TEACHER CONFERENCES

Parent-teacher conferences are scheduled twice a year. If additional conferences are desired, parents are encouraged to contact their child's teacher or principal. Appointments for the conferences will be made at a mutually convenient time. Conferences are designed to share information between parent(s) and teachers.

Parents are encouraged to attend each of the scheduled conferences.

PROGRESS REPORTS

Student progress will be formally reported to parents four times each school year. The main purpose of the reporting system is to communicate to the parent and the student, the teacher's assessment of the student's growth and development. A child's achievement in the academic areas is based on his/her ability and performance. Achievement markings are given based on the progress the child has made as he/she works on those materials that are educationally appropriate for him/her.

SCHOOL PUBLICATIONS

Each building will provide a newsletter to parents with updated information specific to your child's school. School Board policies, handbooks, and curriculum information are available at each school building and online at: www.ralstonschools.org.

NOTICE OF PARENTAL RIGHTS

The Family Education Rights and Privacy Act and the Nebraska Public Records Law authorize school districts to make "directory information" available for review at the request of non-school individuals. These laws also give parents and guardians a voice in the decision-making process regarding the disclosure of directory information regarding their children.

Directory information is information from an education record of a student which would not generally be considered harmful or, if it were disclosed, an invasion of privacy. For example, an athletic program, which lists the names of team members, their heights and/or weights, and an academic program which lists the names of students receiving academic awards both contain directory information. Directory information includes the following information about a student:

- Name and grade
- Name of parent and/or guardian
- Address
- Telephone number, including the student's cell phone number
- E-mail address
- Date and place of birth
- Dates of attendance
- The image or likeness of students in pictures, videotape, film or other medium
- Major field of study
- Participation in activities and sports
- Degrees and awards received
- Social media usernames or handles
- Weight and height of members of athletic teams
- Most recent previous school attended
- Certain class work which may be published onto the Internet
- Classroom assignment and/or home room teacher
- Student ID number, user ID, or other unique personal identifier used by the student for purposes of accessing or communicating in electronic systems, but only if the identifier cannot be used to gain access to education records except when used in conjunction with one or more factors that authenticate the user's identity, such as a personal identification number (PIN), password, or other factor known or

possessed only the authorized user.

Directory information does not include a student's social security number.

Upon request, the district will provide military recruiters and institutions of higher education with the names, addresses and telephone listings of high school students unless a student's parents have notified the district that they do not want this information disclosed without their prior written consent. Any student who is 18 years of age or older should communicate to the district office if they do not want this information disclosed without their prior written consent.

The district will notify parents and guardians each year of their rights under this policy and the Family Educational Rights and Privacy Act. Parents will be given to opportunity to prevent the release of this directory information by filing a written objection with the district.

Ralston Public Schools has defined directory information for media purposes.
Several times during the school year, local media (TV, radio, newspaper, etc.) visit Ralston schools for newsworthy items, school happenings, holidays, local interest items and interview/photograph students for newspaper articles, TV news items, and promos. Media events are considered directory information.

Ralston Public Schools has defined directory information for the use of the Web (www.ralstonschools.org).
All Ralston schools and district Internet Web pages are considered directory information. Internet Web pages (schools and district) may contain pictures and names of students.

Internal/External use of information: Whatever choice you make, the school district will be able to use this directory information for internal school purposes and to share it with other educational institutions and professionals in accordance with law. Please refer to this student handbook referencing Parental/Guardian Access to Student Records and Routine Directory Information (Policies 5016 and 5017). If you disagree with the way directory information may be used, please complete a written objection in writing, available at 8545 Park Drive, Omaha, NE 68127. The objection should be completed by the 1st of September of the current school year.

DAY TO DAY

CLASS TREATS/GIFTS/FLOWERS/PARTY INVITATIONS

For the safety of our students, homemade food items will not be permitted. Treats for birthdays or other special occasions must be purchased from a store and must arrive in the original store container. We encourage you to consider alternative non-edible treats such as, pencils, erasers, or buying a book for the classroom as ways to celebrate your child's birthday. Gifts/flowers may be delivered to the office but will be kept in the office until the end of the school day.

Party invitations that include the **entire class** can be distributed at school. Invitations that are only for select students need to be mailed by parents. The school is not permitted to provide other student information to mail or contact other families.

LOST CLOTHING

All clothing the student would normally remove while in school should be marked with the child's first and last names. If an article of clothing is lost, the student should check in the lost and found area. Periodically throughout the year, the school will donate to charitable organizations clothing placed in the lost and found area that has not been claimed.

SKATEBOARDS/SCOOTERS

Safety concerns dictate that skateboards, scooters, and similar play items are not allowed on school property.

SPORTS EQUIPMENT

Such articles as hockey sticks, gloves, mitts, bats, toys, skates, etc. should not be brought to school without prior permission from the principal.

TOYS

To help eliminate classroom disturbance, disagreements on the playground, and to prevent loss or breakage, toys should not be brought to school. An exception to this rule will be made if the toy is to be used in "show and tell" and has been approved by the teacher. In this case the toy should be brought to school in a sack or book bag and taken out only for the purpose of and during classroom "show and tell" time. **The student and his/her parent assume liability for any personal item brought to school**.

STUDENT FEES, FINES AND CHARGES

The District's general policy is to provide for instruction in accordance with the Nebraska State Constitution. The district offers some activities, programs, and services that extend beyond the minimum level of constitutionally-required free instruction and as such may require additional expenditures that are properly borne by students as a separate charge. Such charges shall be kept to a minimum to maintain the activity, program or service. Students qualifying under part 3 of this policy may receive a fee waiver. No fees, materials, specialized or non-specialized attire, or equipment shall be required of students except as expressly permitted.

PART ONE:

The District's general policy is to provide for instruction in accordance with the Nebraska State Constitution. The district offers some activities, programs, and services that extend beyond the minimum level of constitutionally required free instruction and as such may require additional expenditures that are properly borne by students as a separate charge. Such charges shall be kept to a minimum to maintain the activity, program or service. Students qualifying under part 3 of this policy may receive a fee waiver. No fees, materials, specialized or non-specialized attire, or equipment shall be required of students except as expressly permitted below.

Extracurricular activities and spectator events: A fee will be charged for participation in extracurricular activities and to spectators of extracurricular activities. Each school building shall annually submit its extracurricular fee list to the District for approval and publication in that school's handbook.

1. Fees may be charged for participation in extracurricular activities. Extracurricular activities are those activities or organizations where student participation is voluntary and does not count toward graduation or advancement between grades.

2. Schools may require students to furnish specialized equipment and attire, or pay a reasonable fee for use of district owned equipment and attire, for participation in extracurricular activities including such activities as extracurricular music.
3. Clubs, teams and organizations for which there may be a fee required for participation may also, as a club, team or organization, decide to make purchases, and may fundraise and/or seek donations according to District policy to assist in the funding of such purchases, which may include, but are not limited to, apparel and trips. The decision of an organization to require members to participate in fundraising or otherwise fund purchases is not a fee charged by the District.
4. Fees may be charged for admission to activities and events which occur at the facilities of Ralston Public Schools and for transportation to and from activities and events which occur at other schools, when those activities do not count toward graduation or advancement between grades and when student participation is voluntary.
5. A school may sell an activity ticket that admits students to activities and events that do not count toward graduation or advancement between grades.
6. Field trip fees may only be charged if participation by the student is voluntary and it does not relate to the required curriculum or if the field trip occurs after school hours and does not count toward school attendance.

Materials for course project: The District authorizes the operation of school stores in which students may purchase food, beverages and personal or consumable items. A school store need not have a permanent physical presence and may provide order forms for students to voluntarily purchase items from the school or another vendor. School stores may stock required personal and consumable items and make such items available to students for voluntary purchase. Schools may not require students to purchase an item directly from the school store.

Clothing: In addition to school guidelines about general appropriateness of attire, school buildings may require students to furnish and wear non-specialized clothing meeting general guidelines for the specified courses and activities, if the guidelines are reasonably related to the course. Each school's clothing guidelines shall be submitted to the District for approval and publication in the student handbook.

Musical Instruments: Students who take an elective band course shall be required to supply their own instrument or rent an instrument, except those students who qualify under part 3 of this policy. For those students qualifying under part 3 the district shall not be required to provide for the use of a particular type of musical instrument for any student. The District shall supply the music for such courses.

1. Personal supplies related to musical instruments including, but not limited to, items such as reeds, cork lubricant, pipe cleaners, cleaning cloths and other supplies of general upkeep and considered personal consumable items shall be the responsibility of the student.
2. Schools may require students to furnish their own musical instruments, stands, music and specialized attire for participation in extracurricular music organizations and activities.

Lost or damaged school property: A school may require a student to reimburse the school district for repair or replacement of school district property, which is entrusted to the student and is lost or damaged, as well as

property of the district damaged through the acts of a student.

The Board of Education authorizes assessment of fines for damaged, lost or overdue books purchased by the district and loaned to students free of charge.

Donations: The District may request donations of money, materials, equipment or attire to help defray costs of educational programs. The request for donations will clearly indicate the request as a donation and not a requirement.

Yearbook: Students may be charged for the purchase of yearbook.

Food: Students may be charged a fee for the purchase of breakfast and/or lunch. Students may be charged for the cost of food, beverages, and the like that students purchase from a school store, a vending machine, a booster club or similar sources. Students may be required to bring money or food for field trip lunches and similar activities.

Student files and records: Fees may be charged for copies of student files or records. Parents of students have the right to inspect and review the student's files or records without the payment of a fee, and no fee shall be charged to search for or retrieve any student's files or records.

PART TWO:
Student Fee Fund: Fees that are charged to students pursuant to PART ONE, shall be deposited into the Student Fee Fund and expended for the purpose for which they were collected from students.

PART THREE:
Waiver of Student Fees: Fees that are charged pursuant to PART ONE, subsections A and C shall be waived for students who qualify for participation in the free or reduced-price lunch program under United States Department of Agriculture child nutrition programs. Actual participation in the free and reduced- price lunch program is not required to qualify for waivers in this section. All students shall be provided forms at the beginning of each school year, upon enrollment in the District, or at the request of the student, which provide the necessary information and permit the District to use this information to determine eligibility for fee waiver. Criteria for fee waiver will be the same as the criteria for participation in the free and reduced-lunch program. Application forms for fee waivers are available from each building principal. Once the school district has received a student's completed fee waiver application form, and has verified the student's eligibility, waiver of the fee shall be granted for the student. The district is not obligated to provide any particular type or quality of equipment or other material to eligible students.

ELEMENTARY FEE LIST

Fees Assessed:
Transcripts: $1.00
Lost/Damaged library and/or classroom textbook: replacement cost
Lost/Damaged clothing/equipment: replacement cost
Lunch Prices: $2.45, Reduced Lunch: $0.40
8 oz. Milk: $0.50, 4 oz. Juice: $0.50
Breakfast: $1.55, Reduced: $0.30

Recommended Items - Not Required
Backpack
Water bottle
Paint shirt

Required clothing
Select vocal music group attire: $25.00
Rubber soled athletic shoes for PE

Optional Items Available for purchase
Ralston High School Activity Ticket-$40.00
Yearbook-determined at building level
Student Picture Packages-$6.50-$25
Printed clothing
Paperback books for personal ownership

Donations and Fundraising:
As approved by Superintendent or designee

TELEPHONE MESSAGES

Except in an emergency, placing telephone calls to a student during the school day is discouraged. When it is necessary to get a message to a student, please call the school office. We will attempt to deliver the message to the student. **Please call 30 minutes prior to dismissal to ensure that staff have time get the message to your child.**

VALUABLES

Students are discouraged from bringing valuables to school. Secure locations for personal items may not be available and the school does not assume responsibility for non-approved items brought to school.

VISITORS TO THE SCHOOL

The Board of Education and staff of the District welcome visits to the schools. Such visitations will be governed by those rules and regulations established by the district to provide a safe environment.

I. In accordance with building and District safety procedures, parents/guardians/patrons, students, and others may visit schools. These visits shall be in compliance with all building and District safety guidelines. The principal or appropriate Central Office administrator authorizing the visits shall consider the following:
   a. Disruption to the educational environment;
   b. Distraction to students and staff;
   c. Confidentiality of students and staff;
   d. Safety of students and staff.

II. Parent/Guardians/Patrons
   a. Parents/Guardians wishing to attend and monitor courses, counseling sessions, and other instructional activities, must obtain prior approval of the appropriate teacher, counselor, or administrator.
   b. Parents/Guardians attending or monitoring courses with prior approval who, by their conduct or presence, interfere with the educational process or constitute an interference with school purposes, will be asked to leave.
   c. Parents/Guardians/Patrons attending building assemblies, building activities, classroom activities/parties during school hours will sign in at the office in accordance with building procedures.
   d. Unless otherwise restricted by law or court order, parents/guardians may visit their child's class for a segment of time that does not interfere with the educational process.
   e. All visitors will report to the school office upon arrival and departure.

III. Visitation by Students
   a. Visits by students from other school districts or buildings must be cleared through the building principal. If approval is given, a visitor's pass will be issued.
   b. Children below legal school age wishing to visit the school must be accompanied by their parent or guardian.

IV. Program Visitations
   a. Persons wishing to visit schools for the purpose of viewing new programs, organizational patterns, facilities, etc. must obtain clearance from the appropriate Central Office administrator.

CODE OF CONDUCT & DISCPLINE

STUDENT CONDUCT

Bullying Prohibited. Bullying disrupts a school's ability to educate students, threatens public safety by creating an atmosphere in which such behavior can escalate into violence.

Bullying Prevention and Education. Students and parents are expected to immediately inform teachers or administrators orally or in writing about bullying behavior or suspected bullying behavior. School employees are required to inform the administrator of all such reports. The appropriate administrator shall promptly investigate all such reports. Each building shall engage in activities, which educate students about bullying and bullying prevention.

Bullying Defined. Bullying means any intentionally hostile or offensive verbal, written, graphic, demonstrative, electronic, or physical act that has the purpose of exerting domination over another student through the act of intimidating, frightening, oppressing, or adversely controlling the student, and that is disruptive of the educational process, or any ongoing pattern of physical, verbal, written, graphic, demonstrative, or electronic abuse, on school grounds, in a vehicle owned, leased, or contracted by a school being used for a school purpose by a school employee or his or her designee, or at school-sponsored activities or school-sponsored athletic events. This may include, but is not limited to, verbal, graphic, written, or electronic activities such as name-calling, taunting, blackmailing, inciting to fight, terrorizing, or physical or demonstrative activities such as poking, blocking or impeding, following, hair pulling, mock hitting motions, intentionally bumping, tripping,

and damaging clothing.
Sexual Harassment. Sexual harassment is defined as any unwelcome act of a sexual nature. It may include, but is not limited to, unwelcome sexual advances, requests for sexual favors, and verbal or non-verbal sexual comments or physical conduct of a sexual nature. Any offenses that meet the definition of sexual harassment may result in suspension or potential reassignment based on the severity of the incident. Legal authorities may be contacted.

GENERAL CONDUCT OF STUDENTS

Students are expected to conduct themselves in an orderly, dignified, and respectful manner at all times. This applies to student interactions with other students, staff members, and visitors. Violence will not be tolerated. Any such actions on the part of students will result in immediate consequences, as outlined in school board policy and/or Nebraska statutes. Consequences may include student exclusion, suspension and/or expulsion. (See Appendix) Student discipline shall conform to the general rules of conduct that are stated in the Board approved handbooks. (Policy 5035)

Principles and General Procedures: It is the philosophy of the School District of Ralston that appropriate behavior is of great importance in schoolwork, and that all feasible means should be employed to help each student develop skills in self-discipline. Students are expected to follow school and classroom rules, and to be courteous to all of their associates. Such learning may call for control of student conduct by adults.
Any Ralston student is subject to disciplinary procedures for inappropriate actions that take place at his/her building of attendance or any other district building and/or school related activity or for any other action prohibited by state statute.

Students may be kept after school at the discretion of a staff member. In such cases, every effort will be made to notify the parents. If a parent cannot be reached, the student will be allowed to leave, but may be kept before or after school on another day after parent notification. If two students are involved in an act of misconduct, the school is not permitted to share the consequences of another student with the other parties parents/guardians.

DRESS CODE

The school dress code is based on the principle that student dress is a responsibility of each student's parents/guardians. For this reason, we feel that many of the restrictions on dress code and grooming should originate with the parent/guardian rather than with the school administration.

The dress code should allow for individualism and meet the current trend of changing styles. However, when a style becomes extreme, the matter will be discussed with the student. Students wearing clothing that is deemed inappropriate may be sent home or have proper clothing delivered by a parent or wear clothing stored in the office for dress code violations. Students who refuse to comply will face disciplinary action.

1. Appearance which is disruptive, according to the staff, will not be allowed. Students may be referred to administration for final approval. Automatically included in this category are:
    a. Any clothing that is offensive or distracting to the learning environment. (Clothing with vulgar, obscene, profane, suggestive or otherwise inappropriate drawings or slogans)
    b. Sagging pants.
    c. No bare midriffs

   d. No spaghetti straps, tank tops with less than 2 inch sleeves on both arms, or strapless tops may be worn.
   e. Pants/clothing with tears/missing fabric that reveals excessive skin.
2. Students must wear shoes or sandals at all times, no slippers.
3. Students will not be allowed to wear hats, caps, bandanas, bandanas worn as headbands, or other head coverings that are not related to an individual's religious/cultural belief. Those items are to be kept IN LOCKERS during the day from 7:30 to 3:30. Bandana printed items may not be worn or displayed.

ILLEGAL SUBSTANCES

State law and Board of Education policy strictly prohibits students from having tobacco products, alcoholic beverages or drugs at school. Violation of this policy will result in appropriate disciplinary action, and may cause the student to be suspended or expelled from school.

USE OF TOBACCO PRODUCTS

The use or possession of any tobacco product, including the use of vapor products, alternative nicotine products, or any other such look-alike product, is not permitted on school property at any time.

SNIFFER DOGS

The superintendent, or the building principal with the superintendent's permission, may initiate the use of specially trained sniffer dogs to conduct an inspection (Policy 3045).

WEAPONS IN SCHOOLS

Weapons. No student may possess, handle, or transmit any weapon while on school grounds or at any school activity or event off school grounds except as permitted by this policy. No visitor under the age of 18 may possess, handle, or transmit any weapon while on school grounds or at any school activity or event off school grounds except as permitted by this policy. ***Definition of Weapon.*** The term "weapon" means any object, device, instrument, material, or substance which is capable of causing injury in the manner it is used or intended to be used.

Firearms. No person may bring, possess, handle or transmit a firearm on school grounds, in a school owned vehicle, or at a school activity or event off school grounds, except as permitted by this policy. ***Definition of Firearm.*** The term "firearm, as defined in 18 U.S.C. 921, means any weapon (including a starter gun) which will or is designed to or may readily be converted to expel a projectile by the action of an explosive, the frame or receiver of any such weapon, any firearm muffler or firearm silencer, or any destructive device (excluding an antique firearm).

SCHOOL BUS/VAN RULES AND REGULATIONS

These rules apply to all means of district provided transportation.

1. The driver is responsible for the students and the safety of the bus
2. Students will be picked up and /or dropped off at the pre-arranged location and time.
3. The driver will wait for up to 3 minutes for a student at a stop, after which time the driver will travel to the next stop.
4. Students are to follow school rules while riding on the bus: Be Safe, Be Responsible, Be Respectful.
   a. Students are to follow the directions of the bus driver
   b. No food or drink allowed on the bus at any time

c. Hands and feet must remain in the bus at all times
d. Students will remain seated while the bus is moving
e. Students will wear seat belts when available

5. Students are responsible for any damages they create to the bus
6. Students will be discharged ONLY to regular stops unless otherwise pre-approved through the Director of Transportation.

Students may be suspended from riding privileges for failure to follow any of these regulations.

STUDENT DISCIPLINE

Administrative and teaching personnel may take actions regarding student behavior, other than those specifically provided in this policy and the Student Discipline Act, which are reasonably necessary to aid the student, further school purposes, or prevent interference with the educational process. Such actions may include, but need not be limited to, counseling of students, parent conferences, rearrangement of schedules, requirements that a student remain in school after regular hours to do additional work, restriction of extracurricular activity, or requirements that a student receive counseling, psychological evaluation, or psychiatric evaluation upon the written consent of a parent or guardian to such counseling or evaluation. Disciplinary consequences may also include in-school suspension, Saturday School, and any other consequence authorized by law. District administrators may develop building-specific protocols for the imposition of student discipline.

In this policy, references to "Principal" shall include building principals, the principal's designee, or other appropriate school district administrators.

Any statement, notice, recommendation, determination, or similar action specified in this policy shall be effectively given at the time written evidence thereof is delivered personally to or upon receipt of certified or registered mail or upon actual knowledge by a student or his or her parent or guardian.

Any student who is suspended or expelled from school pursuant to this policy may not participate in any school activity during the duration of that exclusion including adjacent school holidays and weekends. The student activity eligibility of a student who is mandatorily reassigned shall be determined on a case-by-case basis by the principal of the building to which the student is reassigned.

Short-Term Suspension

The Principal may exclude students from school or any school function for a period of up to five school days (short-term suspension) on the following grounds:

1. Conduct constituting grounds for expulsion as hereinafter set forth; or,

2. Other violations of rules and standards of behavior adopted by the Board of Education or the administrative or teaching staff of the school, that occur on or off school grounds, if such conduct interferes with school purposes or there is a connection between such conduct and school.

The following process applies to short-term suspension:

1. The Principal shall make a reasonable investigation of the facts and circumstances. Short-term suspension shall be imposed only after a determination that the suspension is necessary to help any student, to further school purposes, or to prevent an interference with school purposes.

2. Prior to commencement of the short-term suspension, the student will be given oral or written notice of the charges against the student. The student will be advised of what he or she is accused of having done, be given an explanation of the evidence the authorities have, and be given an opportunity to explain the student's version of the facts.

3. Within 24 hours or such additional time as is reasonably necessary following the suspension, the Principal will send a written statement to the student, and the student's parent or guardian, describing the student's conduct, misconduct or violation of the rule or standard and the reasons for the action taken. An opportunity will be given to the student, and the student's parent or guardian, to have a conference with the Principal ordering the short-term suspension before or at the time the student returns to school. The Principal shall determine who, in addition to the parent or guardian, is to attend the conference.

4. Students who are short-term suspended will be given the opportunity to complete classwork including but not limited to examinations or other forms of student work showing academic progress.

Emergency Exclusion

Students may be emergency excluded from school pursuant to the board's separate policy on emergency exclusion or state law.

Weapons and/or Firearms

Students may be disciplined for the possession of weapons and/or firearms pursuant to the board's separate policy on weapons and firearms or state law.

Long-Term Suspension

Students may be excluded by the Principal from school or any school function for a period of more than five school days but less then twenty school days (long-term suspension) for any conduct constituting grounds for expulsion as hereinafter set forth. The process for long-term suspension is set forth below.

Expulsion

1. **Meaning of Expulsion.** Expulsion means exclusion from attendance in all schools, grounds and activities of or within the system for a period not to exceed the remainder of the semester in which it

took effect unless the misconduct occurred (a) within ten school days prior to the end of the first semester, in which case the expulsion shall remain in effect through the second semester, or (b) within ten school days prior to the end of the second semester, in which case the expulsion shall remain in effect for summer school and the first semester of the following school year, or (c) unless the expulsion is for conduct specified in these rules or in law as permitting or requiring a longer removal, in which case the expulsion shall remain in effect for the period specified therein. Such action may be modified or terminated by the school district at any time during the expulsion period.

2. **Summer Review**. Any expulsion that will remain in effect during the first semester of the following school year will be automatically scheduled for review before the beginning of the school year. The review will be conducted by the hearing officer who conducted the initial expulsion hearing, or a hearing officer appointed by the Superintendent in the event no hearing was previously held or the initial hearing officer is no longer available or willing to serve, after the hearing officer has given notice of the review to the student and the student's parent or guardian. This review shall be limited to newly discovered evidence or evidence of changes in the student's circumstances occurring since the original hearing. This review may lead to a recommendation by the hearing officer that the student be readmitted for the upcoming school year. If the school board or board of education or a committee of such board took the final action to expel the student, the student may be readmitted only by action of the board. Otherwise the student may be readmitted by action of the Superintendent.

3. **Suspension of Enforcement of an Expulsion**: Enforcement of an expulsion action may be suspended (i.e., "stayed") for a period of not more than one full semester in addition to the balance of the semester in which the expulsion takes effect, and as a condition of such suspended action, the student may be assigned to a school, class, or program/plan and to such other consequences which the school district deems appropriate.

4. **Alternative School or Pre-expulsion Procedures.** The school shall either provide an alternative school, class or educational program for expelled students or shall follow the pre-expulsion procedures outlined in NEB. REV. STAT. 79-266.

Grounds for Long-Term Suspension, Expulsion or Mandatory Reassignment:

The following conduct constitutes grounds for long-term suspension, expulsion, or mandatory reassignment, subject to the procedural provisions of the Student Discipline Act, NEB. REV. STAT. § 79-254 through 79-296, when such activity occurs on school grounds, in a vehicle owned, leased, or contracted by a school being used for a school purpose or in a vehicle being driven for a school purpose by a school employee or by his or her designee, or at a school-sponsored activity or athletic event:

1. Use of violence, force, coercion, threat, intimidation, or similar conduct in a manner that constitutes a substantial interference with school purposes;
2. Willfully causing or attempting to cause substantial damage to property, stealing or attempting to steal property of substantial value, or repeated damage or theft involving property;
3. Causing or attempting to cause personal injury to a school employee, to a school volunteer, or to any student. Personal injury caused by accident, self-defense, or other action undertaken on the reasonable

belief that it was necessary to protect some other person shall not constitute a violation of this subdivision;

4. Threatening or intimidating any student for the purpose of or with the intent of obtaining money or anything of value from such student;
5. Knowingly possessing, handling, or transmitting any object or material that is ordinarily or generally considered a weapon (*see also board policy on weapons and firearms*);
6. Engaging in the unlawful possession, selling, dispensing, or use of a controlled substance or an imitation controlled substance, as defined in section 28-401, a substance represented to be a controlled substance, or alcoholic liquor as defined in section 53-103.02 or being under the influence of a controlled substance or alcoholic liquor (*note: the term "under the influence" for school purposes has a less strict meaning than it does under criminal law; for school purposes, the term means any level of impairment and includes even the odor of alcohol on the breath or person of a student; also, it includes being impaired by reason of the abuse of any material used as a stimulant*);
7. Public indecency as defined in section 28-806, except that this prohibition shall apply only to students at least twelve years of age but less than nineteen years of age;
8. Engaging in bullying as defined in section 79-2,137 and in these policies;
9. Sexually assaulting or attempting to sexually assault any person if a complaint has been filed by a prosecutor in a court of competent jurisdiction alleging that the student has sexually assaulted or attempted to sexually assault any person, including sexual assaults or attempted sexual assaults which occur off school grounds not at a school function, activity, or event. For purposes of this subdivision, sexual assault means sexual assault in the first degree as defined in section 28-319, sexual assault in the second degree as defined in section 28-320, sexual assault of a child in the second or third degree as defined in section 28-320.01, or sexual assault of a child in the first degree as defined in section 28-319.01, as such sections now provide or may hereafter from time to time be amended;
10. Engaging in any other activity forbidden by the laws of the State of Nebraska which activity constitutes a danger to other students or interferes with school purposes; or
11. A repeated violation of any of the following rules if such violations constitute a substantial interference with school purposes:
    a. The use of language, written or oral, or conduct, including gestures, which is profane or abusive to students or staff members. Profane or abusive language or conduct includes, but is not limited to, that which is commonly understood and intended to be derogatory toward a group or individual based upon race, gender, national origin, or religion;
    b. Dressing or grooming in a manner which violates the school district's dress code and/or is dangerous to the student's health and safety, a danger to the health and safety of others, or which is disruptive, distracting or indecent to the extent that it interferes with the learning and educational process;
    c. Violating school bus rules as set by the school district or district staff;
    d. Possessing, using, selling, or dispensing tobacco, drug paraphernalia, an electronic nicotine delivery system, or a tobacco imitation substance or packaging, regardless of form, including cigars, cigarettes, chewing tobacco, and any other form of tobacco, tobacco derivative product or imitation or electronic cigarettes, vapor pens, etc.;
    e. Possessing, using, selling, or dispensing any drug paraphernalia or imitation of a controlled substance regardless of whether the actual substance possessed is a controlled substance by Nebraska law;
    f. Possession of pornography;

g. Sexting or the possession of sexting images (a combination of sex and texting - the act of sending sexually explicit messages or photos electronically);
h. Engaging in hazing, defined as any activity expected of someone joining a group, team, or activity that humiliates, degrades or risks emotional and/or physical harm, regardless of the person's willingness to participate. Hazing activities are generally considered to be: physically abusive, hazardous, and/or sexually violating and include but are not limited to the following: personal servitude; sleep deprivation and restrictions on personal hygiene; yelling, swearing and insulting new members/rookies; being forced to wear embarrassing or humiliating attire in public; consumption of vile substances or smearing of such on one's skin; branding; physical beatings; binge drinking and drinking games; sexual simulation and sexual assault;
i. Bullying which shall include cyber-bullying, defined as the use of the internet, including but not limited to social networking sites such as Facebook, cell phones or other devices to send, post or text message images and material intended to hurt or embarrass another person. This may include, but is not limited to; continuing to send e-mail to someone who has said they want no further contact with the sender; sending or posting threats, sexual remarks or pejorative labels (i.e., hate speech); ganging up on victims by making them the subject of ridicule in forums, and posting false statements as fact intended to humiliate the victim; disclosure of personal data, such as the victim's real name, address, or school at websites or forums; posing as the identity of the victim for the purpose of publishing material in their name that defames or ridicules them; sending threatening and harassing text, instant messages or emails to the victims; and posting or sending rumors or gossip to instigate others to dislike and gang up on the target;
j. Violation of the district's computer acceptable computer use policy are subject to discipline, up to and including expulsion;
k. Knowingly possessing, handling, or transmitting any object or material that is ordinarily or generally considered a simulated or "look-a-like" weapon;
l. Using any object to simulate possession of a weapon; and
m. Any other violation of a rule or regulation established by a school district staff member pursuant to authority delegated by the board.

Due Process Afforded to Students Facing Long-term Suspension or Expulsion

The following procedures shall be followed regarding any long-term suspension, expulsion or mandatory reassignment

1. On the date of the decision to discipline, the Principal shall file with the Superintendent a written charge and a summary of the evidence supporting such charge.

2. The Principal shall serve the student and the student's parents or guardian with a written notice by registered or certified mail or personal service within two school days of the date of the decision to recommend long-term suspension or expulsion. The notice shall include the following:

   a. The rule or standard of conduct allegedly violated and the acts of the student alleged to constitute a cause for long-term suspension, expulsion, or mandatory reassignment, including a summary of the evidence to be presented against the student;

b. The penalty, if any, which the principal has recommended in the charge and any other penalty to which the student may be subject;

c. A statement that, before long-term suspension, expulsion, or mandatory reassignment for disciplinary purposes can be invoked, the student has a right to a hearing, upon request, on the specified charges;

d. A description of the hearing procedures provided by the act, along with procedures for appealing any decision rendered at the hearing;

e. A statement that the principal, legal counsel for the school, the student, the student's parent, or the student's representative or guardian has the right (i) to examine the student's academic and disciplinary records and any affidavits to be used at the hearing concerning the alleged misconduct and (ii) to know the identity of the witnesses to appear at the hearing and the substance of their testimony; and

f. A form on which the student, the student's parent, or the student's guardian may request a hearing, to be signed by such parties and delivered to the principal or superintendent in person or by registered or certified mail.

3. When a notice of intent to discipline a student by long-term suspension, expulsion, or mandatory reassignment is filed with the superintendent, the student may be suspended by the principal until the date the long-term suspension, expulsion, or mandatory reassignment takes effect if no hearing is requested or, if a hearing is requested, the date the hearing examiner makes the report of his or her findings and a recommendation of the action to be taken to the superintendent, if the principal determines that the student must be suspended immediately to prevent or substantially reduce the risk of (a) interference with an educational function or school purpose or (b) a personal injury to the student himself or herself, other students, school employees, or school volunteers.

4. Nothing in this policy shall preclude the student, student's parents, guardian or representative from discussing and settling the matter with appropriate school personnel prior to the hearing stage.

5. If a hearing is requested within five days after receipt of the notice, the Superintendent shall appoint a hearing officer who shall follow the "hearing procedures" outlined below.

6. If a hearing is requested more than five school days following the receipt of the written notice, but not more than thirty calendar days after receipt, the Superintendent shall appoint a hearing officer who shall follow the "hearing procedures" outlined below, except that the time constraints set forth may differ as provided by law and this policy. The student shall be entitled to a hearing but the consequence imposed may continue in effect pending final determination.

7. If a request for hearing is not received within thirty calendar days following the mailing or delivery of the written notice, the student shall not be entitled to a hearing.

In the event a hearing is requested, the hearing, hearing procedures, the student's rights and any appeals or judicial review permitted by law shall be governed by the applicable provisions of the Nebraska Student Discipline Act (NEB. REV. STAT. § 79-254 to 79-294). The school district will provide parents with copies of the relevant statutes upon request.

Reporting Requirement to Law Enforcement

Violations of this section will result in a report to law enforcement if:

1. The violation includes possession of a firearm;
2. The violation results in child abuse;
3. It is a violation of the Nebraska Criminal Code that the administration believes cannot be adequately addressed solely by discipline from the school district;
4. It is a violation of the Nebraska Criminal Code that endangers the health and welfare of staff or students;
5. It is a violation of the Nebraska Criminal Code that interferes with school purposes;
6. The report is required or requested by law enforcement or the county attorney.

~~Administrative and teaching personnel may take actions regarding student behavior, other than those specifically provided in this policy and the Student Discipline Act, which are reasonably necessary to aid the student, further school purposes, or prevent interference with the educational process. Such actions may include, but need not be limited to, counseling of students, parent conferences, rearrangement of schedules, requirements that a student remain in school after regular hours to do additional work, restriction of extracurricular activity, or requirements that a student receive counseling, psychological evaluation, or psychiatric evaluation upon the written consent of a parent or guardian to such counseling or evaluation. Disciplinary consequences may also include in-school suspension, Saturday School, and any other consequence authorized by law. District administrators may develop building-specific protocols for the imposition of student discipline.~~

~~In this policy, references to "Principal" shall include building principals, the principal's designee, or other appropriate school district administrators.~~

~~Any statement, notice, recommendation, determination, or similar action specified in this policy shall be effectively given at the time written evidence thereof is delivered personally to or upon receipt of certified or registered mail or upon actual knowledge by a student or his or her parent or guardian.~~

~~Any student who is suspended or expelled from school pursuant to this policy may not participate in any school activity during the duration of that exclusion including adjacent school holidays and weekends. The student activity eligibility of a student who is mandatorily reassigned shall be determined on a case-by-case basis by the principal of the building to which the student is reassigned.~~

~~**Short-Term Suspension**~~

The Principal may exclude students from school or any school function for a period of up to five school days (short-term suspension) on the following grounds:

1. Conduct constituting grounds for expulsion as hereinafter set forth; or,
2. Other violations of rules and standards of behavior adopted by the Board of Education or the administrative or teaching staff of the school, that occur on or off school grounds, if such conduct interferes with school purposes or there is a connection between such conduct and school.

The following process applies to short-term suspension:

1. The Principal shall make a reasonable investigation of the facts and circumstances. Short-term suspension shall be imposed only after a determination that the suspension is necessary to help any student, to further school purposes, or to prevent an interference with school purposes.
2. Prior to commencement of the short-term suspension, the student will be given oral or written notice of the charges against the student. The student will be advised of what he or she is accused of having done, be given an explanation of the evidence the authorities have, and be given an opportunity to explain the student's version of the facts.
3. Within 24 hours or such additional time as is reasonably necessary following the suspension, the Principal will send a written statement to the student, and the student's parent or guardian, describing the student's conduct, misconduct or violation of the rule or standard and the reasons for the action taken. An opportunity will be given to the student, and the student's parent or guardian, to have a conference with the Principal ordering the short-term suspension before or at the time the student returns to school. The Principal shall determine who, in addition to the parent or guardian, is to attend the conference.
4. Students who are short-term suspended will be given the opportunity to complete classwork, including but not limited to examinations, under the following conditions: students follow the expectations for make-up work as outlined by the teacher.

Emergency Exclusion

Students may be emergency excluded from school pursuant to the board's separate policy on emergency exclusion or state law.

Weapons and/or Firearms

Students may be disciplined for the possession of weapons and/or firearms pursuant to the board's separate policy on weapons and firearms or state law.

Long-Term Suspension

Students may be excluded by the Principal from school or any school function for a period of more than five school days but less than twenty school days (long-term suspension) for any conduct constituting grounds for expulsion as hereinafter set forth. The process for long-term suspension is set forth below.

Expulsion

1. **Meaning of Expulsion.** Expulsion means exclusion from attendance in all schools, grounds and activities of or within the system for a period not to exceed the remainder of the semester in which it took effect unless the misconduct occurred (a) within ten school days prior to the end of the first semester, in which case the expulsion shall remain in effect through the second semester, or (b) within ten school days prior to the end of the second semester, in which case the expulsion shall remain in effect for summer school and the first semester of the following school year, or (c) unless the expulsion is for conduct specified in these rules or in law as permitting or requiring a longer removal, in which

case the expulsion shall remain in effect for the period specified therein. Such action may be modified or terminated by the school district at any time during the expulsion period.

2. **Summer Review**. Any expulsion that will remain in effect during the first semester of the following school year will be automatically scheduled for review before the beginning of the school year. The review will be conducted by the hearing officer who conducted the initial expulsion hearing, or a hearing officer appointed by the Superintendent in the event no hearing was previously held or the initial hearing officer is no longer available or willing to serve, after the hearing officer has given notice of the review to the student and the student's parent or guardian. This review shall be limited to newly discovered evidence or evidence of changes in the student's circumstances occurring since the original hearing. This review may lead to a recommendation by the hearing officer that the student be readmitted for the upcoming school year. If the school board or board of education or a committee of such board took the final action to expel the student, the student may be readmitted only by action of the board. Otherwise the student may be readmitted by action of the Superintendent.
3. **Suspension of Enforcement of an Expulsion**: Enforcement of an expulsion action may be suspended (i.e., "stayed") for a period of not more than one full semester in addition to the balance of the semester in which the expulsion takes effect, and as a condition of such suspended action, the student may be assigned to a school, class, or program/plan and to such other consequences which the school district deems appropriate.
4. **Alternative School or Pre-expulsion Procedures.** The school shall either provide an alternative school, class or educational program for expelled students or shall follow the pre-expulsion procedures outlined in NEB. REV. STAT. 79-266.

Grounds for Long-Term Suspension, Expulsion or Mandatory Reassignment:

The following conduct constitutes grounds for long-term suspension, expulsion, or mandatory reassignment, subject to the procedural provisions of the Student Discipline Act, NEB. REV. STAT. § 79-254 through 79-296, when such activity occurs on school grounds, in a vehicle owned, leased, or contracted by a school being used for a school purpose or in a vehicle being driven for a school purpose by a school employee or by his or her designee, or at a school-sponsored activity or athletic event:

1. Use of violence, force, coercion, threat, intimidation, or similar conduct in a manner that constitutes a substantial interference with school purposes;
2. Willfully causing or attempting to cause substantial damage to property, stealing or attempting to steal property of substantial value, or repeated damage or theft involving property;
3. Causing or attempting to cause personal injury to a school employee, to a school volunteer, or to any student. Personal injury caused by accident, self-defense, or other action undertaken on the reasonable belief that it was necessary to protect some other person shall not constitute a violation of this subdivision;Administrative and teaching personnel may take actions regarding student behavior, other than those specifically provided in this policy and the Student Discipline Act, which are reasonably necessary to aid the student, further school purposes, or prevent interference with the educational process. Such actions may include, but need not be limited to, counseling of students, parent conferences, rearrangement of schedules, requirements that a student remain in school after regular hours to do additional work, restriction of extracurricular activity, or requirements that a student receive counseling, psychological evaluation, or psychiatric evaluation upon the written consent of a parent or guardian to such counseling or evaluation. Disciplinary consequences may also include in-school suspension, Saturday School, and any other consequence authorized by law. District administrators may develop building-specific protocols for the imposition of student discipline. Further, students who qualify for special education services may have other procedures that apply as required by state and federal law.

~~In this policy, references to "Principal" shall include building principals, the principal's designee, or other appropriate school district administrators.~~

~~Any statement, notice, recommendation, determination, or similar action specified in this policy shall be effectively given at the time written evidence thereof is delivered personally to or upon receipt of certified or registered mail or upon actual knowledge by a student or his or her parent or guardian.~~

~~Any student who is suspended or expelled from school pursuant to this policy may not participate in any school activity during the duration of that exclusion including adjacent school holidays and weekends. The student activity eligibility of a student who is mandatorily reassigned shall be determined on a case-by-case basis by the principal of the building to which the student is reassigned.~~

~~**Short-Term Suspension**~~

~~The Principal may exclude students from school or any school function for a period of up to five school days (short-term suspension) on the following grounds:~~

~~1. Conduct constituting grounds for expulsion as hereinafter set forth; or,~~

~~2. Other violations of rules and standards of behavior adopted by the Board of Education or the administrative or teaching staff of the school, that occur on or off school grounds, if such conduct interferes with school purposes or there is a connection between such conduct and school.~~

~~The following process applies to short-term suspension:~~

~~1. The Principal shall make a reasonable investigation of the facts and circumstances. Short-term suspension shall be imposed only after a determination that the suspension is necessary to help any student, to further school purposes, or to prevent an interference with school purposes.~~

~~2. Prior to commencement of the short-term suspension, the student will be given oral or written notice of the charges against the student. The student will be advised of what he or she is accused of having done, be given an explanation of the evidence the authorities have, and be given an opportunity to explain the student's version of the facts.~~

~~3. Within 24 hours or such additional time as is reasonably necessary following the suspension, the Principal will send a written statement to the student, and the student's parent or guardian, describing the student's conduct, misconduct or violation of the rule or standard and the reasons for the action taken. An opportunity will be given to the student, and the student's parent or guardian, to have a conference with the Principal ordering the short-term suspension before or at the time the student returns to school. The Principal shall determine who, in addition to the parent or guardian, is to attend the conference.~~

~~4. Students who are short-term suspended will be given the opportunity to complete classwork including but not limited to examinations or other forms of student work showing academic progress.~~

~~**Emergency Exclusion**~~

~~Students may be emergency excluded from school pursuant to the board's separate policy on emergency exclusion or state law.~~

~~**Weapons and/or Firearms**~~

~~Students may be disciplined for the possession of weapons and/or firearms pursuant to the board's separate policy on weapons and firearms or state law.~~

~~**Long-Term Suspension**~~

~~Students may be excluded by the Principal from school or any school function for a period of more than five school days but less than twenty school days (long-term suspension) for any conduct constituting grounds for expulsion as hereinafter set forth. The process for long-term suspension is set forth below.~~

~~**Expulsion**~~

1. ~~**Meaning of Expulsion.** Expulsion means exclusion from attendance in all schools, grounds and activities of or within the system for a period not to exceed the remainder of the semester in which it took effect unless the misconduct occurred (a) within ten school days prior to the end of the first semester, in which case the expulsion shall remain in effect through the second semester, or (b) within ten school days prior to the end of the second semester, in which case the expulsion shall remain in effect for summer school and the first semester of the following school year, or (c) unless the expulsion is for conduct specified in these rules or in law as permitting or requiring a longer removal, in which case the expulsion shall remain in effect for the period specified therein. Such action may be modified or terminated by the school district at any time during the expulsion period.~~

2. ~~**Summer Review**. Any expulsion that will remain in effect during the first semester of the following school year will be automatically scheduled for review before the beginning of the school year. The review will be conducted by the hearing officer who conducted the initial expulsion hearing, or a hearing officer appointed by the Superintendent in the event no hearing was previously held or the initial hearing officer is no longer available or willing to serve, after the hearing officer has given notice of the review to the student and the student's parent or guardian. This review shall be limited to newly discovered evidence or evidence of changes in the student's circumstances occurring since the original hearing. This review may lead to a recommendation by the hearing officer that the student be readmitted for the upcoming school year. If the school board or board of education or a committee of such board took the final action to expel the student, the student may be readmitted only by action of the board. Otherwise the student may be readmitted by action of the Superintendent.~~

3. ~~**Suspension of Enforcement of an Expulsion**: Enforcement of an expulsion action may be suspended (i.e., "stayed") for a period of not more than one full semester in addition to the balance of the semester in which the expulsion takes effect, and as a condition of such suspended action, the student may be assigned to a school, class, or program/plan and to such other consequences which the school district deems appropriate.~~

4. ~~**Alternative School or Pre-expulsion Procedures.** The school shall either provide an alternative school, class or educational program for expelled students or shall follow the pre-expulsion procedures outlined in NEB. REV. STAT. 79-266.~~

~~**Grounds for Long-Term Suspension, Expulsion or Mandatory Reassignment**:~~

~~The following conduct constitutes grounds for long-term suspension, expulsion, or mandatory reassignment, subject to the procedural provisions of the Student Discipline Act, NEB. REV. STAT. § 79-254 through 79-296, when such activity occurs on school grounds, in a vehicle owned, leased, or contracted by a school being used for a school purpose or in a vehicle being driven for a school purpose by a school employee or by his or her designee, or at a school-sponsored activity or athletic event:~~

1. ~~Use of violence, force, coercion, threat, intimidation, or similar conduct in a manner that constitutes a substantial interference with school purposes;~~
2. ~~Willfully causing or attempting to cause substantial damage to property, stealing or attempting to steal property of substantial value, or repeated damage or theft involving property;~~
3. ~~Causing or attempting to cause personal injury to a school employee, to a school volunteer, or to any student. Personal injury caused by accident, self-defense, or other action undertaken on the reasonable belief that it was necessary to protect some other person shall not constitute a violation of this subdivision;~~
4. ~~Threatening or intimidating any student for the purpose of or with the intent of obtaining money or anything of value from such student;~~
5. ~~Knowingly possessing, handling, or transmitting any object or material that is ordinarily or generally considered a weapon (*see also board policy on weapons and firearms*);~~
6. ~~Engaging in the unlawful possession, selling, dispensing, or use of a controlled substance or an imitation controlled substance, as defined in section 28-401, a substance represented to be a controlled substance, or alcoholic liquor as defined in section 53-103.02 or being under the influence of a controlled substance or alcoholic liquor (*note: the term "under the influence" for school purposes has a less strict meaning than it does under criminal law; for school purposes, the term means any level of impairment and includes even the odor of alcohol on the breath or person of a student; also, it includes being impaired by reason of the abuse of any material used as a stimulant*);~~
7. ~~Public indecency as defined in section 28-806, except that this prohibition shall apply only to students at least twelve years of age but less than nineteen years of age;~~
8. ~~Engaging in bullying as defined in section 79-2,137 and in these policies;~~
9. ~~Sexually assaulting or attempting to sexually assault any person if a complaint has been filed by a prosecutor in a court of competent jurisdiction alleging that the student has sexually assaulted or attempted to sexually assault any person, including sexual assaults or attempted sexual assaults which occur off school grounds not at a school function, activity, or event. For purposes of this subdivision, sexual assault means sexual assault in the first degree as defined in section 28-319, sexual assault in the second degree as defined in section 28-320, sexual assault of a child in the second or third degree as defined in section 28-320.01, or sexual assault of a child in the first degree as defined in section 28-319.01, as such sections now provide or may hereafter from time to time be amended;~~
10. ~~Engaging in any other activity forbidden by the laws of the State of Nebraska which activity constitutes a danger to other students or interferes with school purposes; or~~
11. ~~A repeated violation of any of the following rules if such violations constitute a substantial interference with school purposes:~~
    a. ~~The use of language, written or oral, or conduct, including gestures, which is profane or abusive to students or staff members. Profane or abusive language or conduct includes, but is not limited to, that which is commonly understood and intended to be derogatory toward a group or individual based upon race, gender, national origin, or religion;~~
    b. ~~Dressing or grooming in a manner which violates the school district's dress code and/or is dangerous to the student's health and safety, a danger to the health and safety of others, or which is disruptive, distracting or indecent to the extent that it interferes with the learning and educational process;~~
    c. ~~Violating school bus rules as set by the school district or district staff;~~

d. Possessing, using, selling, or dispensing tobacco, drug paraphernalia, or a tobacco imitation substance or packaging, regardless of form, including cigarettes, chewing tobacco, and any other form of tobacco or imitation, such as electronic cigarettes, vapor pens, etc.;
e. Possessing, using, selling, or dispensing any drug paraphernalia or imitation of a controlled substance regardless of whether the actual substance possessed is a controlled substance by Nebraska law;
f. Possession of pornography;
g. Sexting or the possession of sexting images (a combination of sex and texting - the act of sending sexually explicit messages or photos electronically);
h. Engaging in hazing, defined as any activity expected of someone joining a group, team, or activity that humiliates, degrades or risks emotional and/or physical harm, regardless of the person's willingness to participate. Hazing activities are generally considered to be: physically abusive, hazardous, and/or sexually violating and include but are not limited to the following: personal servitude; sleep deprivation and restrictions on personal hygiene; yelling, swearing and insulting new members/rookies; being forced to wear embarrassing or humiliating attire in public; consumption of vile substances or smearing of such on one's skin; branding; physical beatings; binge drinking and drinking games; sexual simulation and sexual assault;
i. Bullying which shall include cyber-bullying, defined as the use of the internet, including but not limited to social networking sites such as Facebook, cell phones or other devices to send, post or text message images and material intended to hurt or embarrass another person. This may include, but is not limited to; continuing to send e-mail to someone who has said they want no further contact with the sender; sending or posting threats, sexual remarks or pejorative labels (i.e., hate speech); ganging up on victims by making them the subject of ridicule in forums, and posting false statements as fact intended to humiliate the victim; disclosure of personal data, such as the victim's real name, address, or school at websites or forums; posing as the identity of the victim for the purpose of publishing material in their name that defames or ridicules them; sending threatening and harassing text, instant messages or emails to the victims; and posting or sending rumors or gossip to instigate others to dislike and gang up on the target;
j. Violation of the district's computer acceptable computer use policy are subject to discipline, up to and including expulsion; and
k. Any other violation of a rule or regulation established by a school district staff member pursuant to authority delegated by the board.

Due Process Afforded to Students Facing Long-term Suspension or Expulsion

The following procedures shall be followed regarding any long-term suspension, expulsion or mandatory reassignment

1. On the date of the decision to discipline, the Principal shall file with the Superintendent a written charge and a summary of the evidence supporting such charge.

2. The Principal shall serve the student and the student's parents or guardian with a written notice by registered or certified mail or personal service within two school days of the date of the decision to recommend long-term suspension or expulsion. The notice shall include the following:

a. The rule or standard of conduct allegedly violated and the acts of the student alleged to constitute a cause for long-term suspension, expulsion, or mandatory reassignment, including a summary of the evidence to be presented against the student;

b. The penalty, if any, which the principal has recommended in the charge and any other penalty to which the student may be subject;

c. A statement that, before long-term suspension, expulsion, or mandatory reassignment for disciplinary purposes can be invoked, the student has a right to a hearing, upon request, on the specified charges;

d. A description of the hearing procedures provided by the act, along with procedures for appealing any decision rendered at the hearing;

e. A statement that the principal, legal counsel for the school, the student, the student's parent, or the student's representative or guardian has the right (i) to examine the student's academic and disciplinary records and any affidavits to be used at the hearing concerning the alleged misconduct and (ii) to know the identity of the witnesses to appear at the hearing and the substance of their testimony; and

f. A form on which the student, the student's parent, or the student's guardian may request a hearing, to be signed by such parties and delivered to the principal or superintendent in person or by registered or certified mail.

3. When a notice of intent to discipline a student by long-term suspension, expulsion, or mandatory reassignment is filed with the superintendent, the student may be suspended by the principal until the date the long-term suspension, expulsion, or mandatory reassignment takes effect if no hearing is requested or, if a hearing is requested, the date the hearing examiner makes the report of his or her findings and a recommendation of the action to be taken to the superintendent, if the principal determines that the student must be suspended immediately to prevent or substantially reduce the risk of (a) interference with an educational function or school purpose or (b) a personal injury to the student himself or herself, other students, school employees, or school volunteers.

4. Nothing in this policy shall preclude the student, student's parents, guardian or representative from discussing and settling the matter with appropriate school personnel prior to the hearing stage.

5. If a hearing is requested within five days after receipt of the notice, the Superintendent shall appoint a hearing officer who shall follow the "hearing procedures" outlined below.

6. If a hearing is requested more than five school days following the receipt of the written notice, but not more than thirty calendar days after receipt, the Superintendent shall appoint a hearing officer who shall follow the "hearing procedures" outlined below, except that the time constraints set forth may differ as provided by law and this policy. The student shall be entitled to a hearing but the consequence imposed may continue in effect pending final determination.

7. If a request for hearing is not received within thirty calendar days following the mailing or delivery of the written notice, the student shall not be entitled to a hearing.

In the event a hearing is requested, the hearing, hearing procedures, the student's rights and any appeals or judicial review permitted by law shall be governed by the applicable provisions of the Nebraska Student Discipline Act (NEB. REV. STAT. § 79-254 to 79-294). The school district will provide parents with copies of the relevant statutes upon request.

Reporting Requirement to Law Enforcement

Violations of this section will result in a report to law enforcement if:

1. ~~The violation includes possession of a firearm;~~
2. ~~The violation results in child abuse;~~
3. ~~It is a violation of state law that the administration believes cannot be adequately addressed solely by discipline from the school district;~~
4. ~~It is a violation of state law that endangers the health and welfare of staff or students;~~
5. ~~It is a violation of state law that interferes with school purposes;~~
6. ~~The report is required or requested by law enforcement or the county attorney.~~

TOBACCO & VAPING

The use or possession of any tobacco product, including cigarettes, cigars, or other tobacco or tobacco derivative products; vapor products or electronic nicotine delivery systems;, alternative nicotine products;, or any other such look-alike or imitation product, is not permitted on school property at any time (Policy 3016).

Per school board policy, our campuses are smoke-free. The use or possession of tobacco or vaping products by any student on campus or at any school event home or away is prohibited. The offending participant will visit with an administrator for school consequences. The student will not be able to participate in any practices or contests during any suspension, and cannot practice, attend, or participate in any events the day of the possession or use.

EMERGENCY EXCLUSION

Grounds for Emergency Exclusion. Any student may be excluded from school in the following circumstances subject to the procedural provisions governing short term suspension found elsewhere in these policies or state law:

(a) If the student has a dangerous communicable disease transmissible through normal school contacts and poses an imminent threat to the health or safety of the school community; or

(b) If the student's conduct presents a clear threat to the physical safety of himself, herself, or others, or is so extremely disruptive as to make temporary removal necessary to preserve the rights of other students to pursue an education.

Any emergency exclusion shall be based upon a clear factual situation warranting it and shall last no longer than is necessary to avoid the dangers that prompted the exclusion.

Extension of Exclusion. Pursuant to the Student Discipline Act, the principal has the authority to exclude a student from school for up to five school days on an emergency basis. If the superintendent or superintendent's designee determines that it is appropriate to consider the extension of an exclusion beyond five days, such consideration shall be made according to the procedures set forth below.

Notification of Student's Parent(s) or Guardian(s). The superintendent or the superintendent's designee shall

notify the student's parent(s) or guardian(s) that the principal has proposed the extension of the exclusion. If the initial notice is oral, the superintendent shall confirm it in writing.

Opportunity to Request a Hearing. The student's parent(s) or guardian(s) may submit an oral request for a hearing on the proposed extension of the exclusion within two school days of receiving the initial notice. If the initial request for a hearing is oral, they shall confirm the request in writing.

Failure to Request a Hearing. If the parent(s) or guardian(s) do not request a hearing within two school days of receiving oral or written notice, the proposed extension of the exclusion shall automatically go into effect.

Appointment and Qualifications of a Hearing Examiner. If the parent(s) or guardian(s) request a hearing, the superintendent shall appoint a hearing examiner upon receiving a request for a hearing. The hearing examiner may be any person who did not bring charges against the student, is not to be a witness at the hearing, and has no involvement in the charge.

Hearing Examiner's Notice to Parent(s) or Guardian(s). The hearing examiner shall promptly give written notice of the time, date and place of the hearing. The hearing will be held within five school days after the school district receives the initial oral or written request; provided, the hearing may be held more than five school days after receipt of the request upon a showing of good cause. No hearing will be held on less than two (2) school days' notice unless otherwise agreed to by the student's parent(s) or guardian(s) and school officials.

Continued Exclusion. If a hearing is requested, the principal may determine in his or her sole discretion that the student shall remain excluded from school until the hearing officer makes a recommendation to the superintendent.

Examination of Student's Records and Affidavits. Prior to the hearing, the student and his/her parent(s) or guardian(s) shall have the right to examine and have school officials explain the student's records and any affidavits that will be used by school officials at the hearing.

Attendance at Hearing. The hearing may be attended by the hearing examiner, the principal (or designee), the student, and the student's parents or guardian(s). The student may be represented at this hearing by a representative of the family's choice.

Student's Witness(es). The student and his/her parent(s) or guardian(s) may ask any person with knowledge of the events leading up to the sanction or with general knowledge of the student's character to testify on behalf of the student. If school personnel or other students are requested to testify by the student's parent(s) or guardian(s), the hearing officer shall endeavor to help obtain the presence of such witnesses at the hearing.

Right to Know Issues and Nature of Testimony. The student and his/her parent(s) or guardian(s) have the right to request in advance of the hearing the issues which the administration will propose in support of the extension, and the general nature of the testimony of any administrative or expert witnesses.

Presence of Student and Witnesses at the Hearing. The student and witnesses may be excluded at the discretion of the hearing examiner in accordance with state statutes. The student may speak in his/her own defense and may be questioned on such testimony, but may choose not to testify.

Sworn or Affirmed Testimony. The principal or his or her designee shall present evidence supporting the recommended extension of the exclusion. Witnesses will give testimony under oath of affirmation, and may be questioned.

Hearing Examiner's Report and Recommendations. The hearing examiner shall prepare a report of his or her findings and recommendations, and forward the report to the superintendent.

Superintendent's Decision. The superintendent will review the hearing examiner's report and determine whether to extend the exclusion. He or she shall have the decision delivered or sent by registered or certified mail to the student, student's parent(s), or guardian(s). If the superintendent decides to extend the exclusion, the extension will take effect immediately.

ACADEMICS

INSTRUCTIONAL MATERIALS AND ACTIVITIES

The District will provide access to textbooks and other curriculum materials used in Ralston schools for parental review. If any materials appear questionable to a parent / guardian, a request may be made to have the material reviewed by a panel of teachers and parents. It is Ralston Public School's intent to keep parents well informed. Parents and guardians are welcome at any assembly, counseling session, or other special educational activity. Please contact the building principal prior to the event to insure space may be provided.

STUDENT ASSISTANCE TEAMS

When a student experiences difficulties with learning or behavior in school, the teacher will consult the student's parent(s). If the problem persists the teacher or other school personnel may also seek the advice or suggestions of other teachers. Sharing of expertise among educators whether the problem is simple or complex, often promotes desirable solutions. At each elementary school, appropriate personnel, referred to as the Student Assistance Team (S.A.T.), meet regularly to assist in providing the most desirable education opportunities for the students.

The S.A.T. usually consists of regular educators including the student's teacher, parent(s), and other personnel who may be appropriate to consider the problem at hand. Staff members who will be included on the team are general education classroom teachers, administrators and school counselors or reading specialists. Special education staff may be involved occasionally as needed. Parents will receive a notice and invitation to attend all S.A.T. Meetings.

The goal of the team is to share information in a problem-solving discussion. The classroom teacher will bring evidence to demonstrate the difficulty occurring within the classroom. As a team, the members will discuss possible causes for the difficulty. After a cause has been identified team members will give recommendations. The recommendations will become interventions. Once the interventions have been identified, persons responsible will be identified as well as a time line. Generally a S.A.T. intervention will be tried for approximately 30-45 hours of intervention. This allows for accurate data collection on whether the intervention was appropriately identified and successful. At the end of approximately 30-45 hours of intervention a S.A.T. 2 meeting will occur. At this meeting results of the interventions will be shared. The team will determine if the appropriate level of success has been reached. Additional interventions may be put in place and monitored for another 30-45 hours of intervention. If the team feels that appropriate interventions have been in place and the

child is not making significant progress a further recommendation for testing may be made. Parents are encouraged to participate and be involved throughout the entire S.A.T. process.

FIELD TRIPS

Students in prekindergarten through sixth grade will have the opportunity to participate in field trips throughout their educational experience. Information about specific field trips where students leave the building will be sent home to parents and guardians prior to the field trip. This includes transportation to other buildings for school-related events (e.g. concerts, orientation, etc.). Parents/guardians will electronically sign a permission slip as part of the student information verification process completed annually.

On field trips, parents are not typically able to ride the bus due to the limited amount of space on the bus. Therefore, if parents/guardians plan on attending field trips, they may be asked to provide their own transportation.

PREKINDERGARTEN

The Ralston Public Schools offers prekindergarten programming in all elementary buildings. Prekindergarten Handbooks are provided to each parent/guardian over the summer before school begins. Prekindergarten screenings are held in the spring and summer for the following school year. For information please contact the District Office at 402-331-4700.

CHILD FIND NOTICE

Ralston Public Schools has an ongoing goal of locating and identifying all children, birth through age 21, who have special needs. The district will provide any child or youth who has a disability an appropriate public education at no cost to the parents of the child. Children or youth with disabilities are those who have hearing impairments, vision impairments, behavioral disorders, deafness, blindness, health impairments, specific learning disabilities, mental disabilities, autism, or traumatic brain injuries. In addition, children and youth with any disability which substantially limits a major life activity may receive modifications to allow them access to an appropriate education (Section 504 of the Rehabilitation Act, as amended).

The Ralston Public Schools requests your help in locating children and youth with disabilities who are eligible to benefit from Special Education. If you know of a child or youth who is a resident of the District, who may have a disability and is not receiving needed services, please contact the Director of Student Services, 8545 Park Drive, Ralston, NE 68127.

COMPLAINT REGARDING PRINTED MATERIALS

Patrons, students or faculty members desiring to make a complaint about any textbook, workbook, or materials used within the Ralston School system should file a written complaint with the building principal. Each building principal serves as a chairperson of a committee composed of faculty, librarian, and lay citizens who will review each complaint on an individual basis and make a decision based upon this review. All decisions are subject to review by the Superintendent of Schools. Patrons in disagreement with the decision reached by the committee and/or the Superintendent may appear before the Board of Education with their complaint

MEALS

BREAKFAST / LUNCH PROGRAM

Each elementary school will provide a hot lunch for students in grades kindergarten through six for a nominal fee. Students are encouraged to eat at school by purchasing a hot lunch, or they may bring a sack or cold lunch.

The cost for a hot lunch is $2.50 per meal. All hot lunch trays include a carton of milk. Any student who is allergic to milk will be offered a substitute. To qualify for this substitution a written statement from a doctor stating the student is unable to drink milk must be on file in the office of the school.

Students bringing a cold lunch may purchase milk for $.50 or juice for $.50. Carbonated/soda drinks with cold lunches are discouraged.

All Ralston elementary schools offer breakfast. The cost is $1.55.
Parents are strongly encouraged to use the online lunch payment option and to maintain a positive balance in the student's account. For information on how to sign up for and use this option please visit the school's website and click on the "Online Lunch Payment" button.

~~Parents are encouraged to eat lunch with their children at any time.~~ Any parent wishing to eat with their child will follow the school visitation policy outlined in the Student/Parent Handbook. Anyone planning to eat at school should call the school office by 8:30 a.m. to be included in that day's lunch count. Adult meals cost $2.50 for breakfast and $3.25 for lunch.

A free and reduced price lunch program is available for those qualifying. The cost is $.40 for a reduced lunch and $.30 for a reduced breakfast. Application forms for this program were mailed in August to the parents/guardians of students enrolled in the school district. Additional forms are also available in the school office.

Nondiscrimination Statement

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex, disability, age, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA.

Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotape, American Sign Language, etc.), should contact the Agency (State or local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, (AD-3027) found online at: http://www.ascr.usda.gov/complaint_filing_cust.html, and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by:

(1) Mail: U.S. Department of Agriculture
Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue, SW
Washington, D.C. 20250-9410

(2) Fax: (202) 690-7442; or

(3) Email: program.intake@usda.gov

This institution is an equal opportunity provider.

LUNCH ROOM BEHAVIOR

Students will:

1. Talk in normal voice tones at all times.
2. Conduct themselves in a manner that is acceptable to dining in a large group.
3. Eat only their own food.
4. Display good manners.
5. Respect the rights of others.
6. Ask and receive permission before leaving the lunchroom.

Infractions of the above rules will lead to appropriate disciplinary actions by the administrator or the persons assigned to monitor the lunchroom.

EXTENDED DAY

EXTENDED CHILD CARE PROGRAM - LIL' RAMS

The Ralston Schools Foundation offers parent pay extended childcare in each elementary building if there is

adequate interest. The hours are 7:00 - 8:15 a.m. and 3:30 - 6:00 p.m. on days school is in session. Extended hours are offered for schools with weekly early dismissal. Please call Sara Ryan, Lil' Rams Director, at (402) 898-3491 for registration and fee information. Registration forms are available at each elementary school office.

Tuition for Fall 2019:

$ 25.00 weekly for Early Release only (1:30-6:00 pm)
$ 50.00 weekly a.m. only
$ 53.00 weekly p.m. only
$ 68.00 weekly full time
$ 35.00 per day – inservice

INTRAMURAL ACTIVITIES

Intramural activities will be scheduled intermittently throughout the year. Detailed information, along with participation permission slips, will be sent to the parent(s) of the students eligible for intramural programs. **For supervision reasons, siblings are not permitted to wait for students participating in intramurals.**

ENROLLMENT & STUDENT PLACEMENT

ENTRANCE AGE

The Ralston School District will admit a child

a. who is age eligible for kindergarten based on their age (must be 5 on or before July 31st of the current year)
b. who is age eligible for prekindergarten based on their age and meeting eligibility criteria
c. whose parent or guardian requests such entrance and provides an affidavit stating that the child attended kindergarten in another jurisdiction; or
d. whose parent or guardian requests such entrance and provides an affidavit that the family anticipates a relocation to another jurisdiction that would allow admission within the current year; or
e. whose parent or guardian requests such entrance and is recommended for admission through the Early Entrance Evaluation procedures.

CHANGE OF RESIDENCE/PHONE NUMBER

Current contact information is vital for the safety and well being of your child if an emergency occurs. **PARENTS ARE REQUIRED TO PROVIDE A CURRENT PHONE NUMBER IN CASE OF EMERGENCY.** Parents are required to notify the secretary of the school whenever there is an address, a home telephone or work telephone number change. Also, please report any change in emergency numbers.

Upon written recommendation of the principal and approval of the superintendent, any K-12 student regularly enrolled in the school who transfers his/her residence to another school district may continue to attend Ralston Schools until the end of the current semester without payment of tuition. It is understood that the parent(s) or guardian assumes responsibility for the regular and punctual attendance of the child and any transportation that may be needed. The parent will also need to complete an Option Enrollment form if the student will continue to attend Ralston Public Schools.

PLACEMENT OF STUDENTS IN CLASSES

The Ralston Elementary Schools use the following guidelines in determining classroom placement:

- A range of academic ability
- Input from previous teacher(s)
- Social/behavioral relationships

The final decision on classroom placement is the responsibility of the building principal.

TRANSFER OR WITHDRAWAL FROM SCHOOL

Students transferring or withdrawing from school must be cleared through the school office. Parents are requested to notify the school as soon as possible that a withdrawal or transfer is pending.

WITHIN DISTRICT TRANSFER OF STUDENT

Upon written request of the parent or guardian and approval of the involved principals and the superintendent, any student residing within the school district boundaries may receive permission to attend an elementary school other than the one in his/her prescribed attendance area if enrollment permits.

Application for transfer from one attendance center to another within the Ralston Public Schools is required by February 14th. Transfer requests will be considered in the order in which they are received and notification of the transfer decision might not be made until late summer. Transfers will be granted at any time during the school year, if enrollment permits. It should be understood that when such a transfer occurs any needed transportation to or from school is the responsibility of the parent(s) or guardian in accordance with the school's beginning and dismissal times.

ATTENDANCE

TIME OF ARRIVAL

Regular School Days

Kindergarten-6th grade Breakfast: 7:55 a.m. - 8:15 a.m.
Kindergarten-6th grade School Hours: 8:15 a.m. - 3:30 p.m.
Prekindergarten Hours: 8:00-3:30pm on Monday, Tuesday, Thursday, and Friday

Early Release Days: 8:15 a.m. to 1:30 p.m.

Wednesday: Meadows, Mockingbird, Seymour
Thursday: Blumfield, Karen Western, Wildewood

Unless the student is participating in a designated school activity or the student is registered for the extended day care program, students should arrive at 7:55 a.m. at the earliest. Please plan with your child the appropriate time for leaving home so he/she does not arrive earlier than the specified time. IN THE MORNING PRIOR TO THE STARTING OF SCHOOL AND AFTER SCHOOL PLAYGROUND SUPERVISION IS UNAVAILABLE.

Supervision of the student before the first bell and after the dismissal bell is the responsibility of the parent/guardian. Students on the grounds 15 minutes after the dismissal bell will have to be signed out in the office by a parent. **Principals may contact the proper authorities if students are dropped off and/or not picked up within thirty minutes of designated arrival and dismissal times.** Please deliver and pick up your children on time.

Students will not be permitted to return to the classroom after dismissal for items left in the classroom unless supervised by a staff member.

ABSENCE PROCEDURES

When it is necessary for a student to be tardy or to be absent from school, parents are asked to call the school office between the hours of **7:45 and 8:15 a.m**. If the school has not received a call, the school shall call the parent/guardian to verify the student's whereabouts. Parents/guardians are expected to call each day that the student is to be absent from school, unless other arrangements have been made with the school.

COMPULSORY ATTENDANCE AND EXCESSIVE ABSENTEEISM

Required Attendance
Every person residing in the school district who has legal or actual charge or control of any child who is of mandatory attendance age shall cause that child to attend a public or private school regularly unless the child has graduated from high school or has been allowed to disenroll pursuant to this policy.

Mandatory Attendance Age
All children who are or will turn six years old before January 1 of the current school year are of mandatory attendance age. Children who have not turned eighteen years of age are of mandatory attendance age.

Exceptions
This policy does not apply when temporary illness or severe weather conditions make attendance impossible or impracticable.

A child who will not reach age 7 before January 1 of the current school year may be excused from mandatory attendance if the child's parent or guardian completes an affidavit affirming that alternative educational arrangements have been made for the child. A copy of the required affidavit is attached to this policy.

Discontinuing Enrollment – 5 Year Old Students
The person seeking to discontinue the enrollment of a student who will not reach six years of age prior to

January 1 of the current school year shall submit a signed, written request to the superintendent using the form which is attached to this policy. The school district may request written verification or documentation that the person signing the form has legal or actual charge or control of the student. The school district shall discontinue the enrollment of any student who satisfies these requirements. Any student whose enrollment is discontinued under this subsection shall not be eligible to re-enroll in this school district until the beginning of the following school year unless otherwise required by law.

Discontinuing Enrollment – 16 and 17 Year Old Students
Only children who are at least 16 years of age may be disenrolled from the district. The person seeking to discontinue the child's enrollment shall submit a signed, written request and submit it to the superintendent using the form which is attached to this policy. The district will follow the procedures outlined on the attached form in considering requests to disenroll.

Only children disenrolling to attend a non-accredited school may be exempt from this policy. The person with legal or actual charge or control of the child must provide the superintendent with a copy of the signed request submitted to the State Department of Education for attending non-accredited schools. The superintendent may confirm the validity of the submission with the State Department of Education.

Attendance Officer
Each building principal is designated as an attendance officer for the district. Each building principal, at his or her discretion, may delegate these responsibilities to any other qualified individual. The attendance officer is responsible for enforcing the provisions of state law relating to compulsory attendance. This responsibility includes but is not limited to filing a report with the county attorney of the county in which a student resides. Compensation for the duties of attendance officer is included in the salary for the superintendent or designee.

Excessive Absenteeism
When a student receives five (5) absences or the hourly equivalent in any semester, the Attendance Officer will follow the attached procedure for addressing barriers to the student's attendance.

Reporting Excessive Absenteeism
The building administrator shall report to the county attorney of the county in which the student resides when the school has documented the efforts made that the collaborative plan to reduce barriers identified to improve regular attendance has not been successful and that the child has been absent more than 20 days per year.

LEAVING BEFORE THE END OF THE DAY

Students leaving school early must be signed out by a parent/guardian. Students must check out of the office prior to them leaving the building. We encourage you to contact the school via written or phone communication to notify the staff of the early departure if possible.

If a student must leave school during school hours for a doctor's appointment or other valid reason please note:

- Students leaving the school prior to dismissal must report to the office before leaving the building.
- Depending upon time of day this could count as an absence.

RELEASE OF STUDENT TO NON-CUSTODIAL PARENT

As specified in current law, **the school may release a student to a non-custodial parent** unless a court order specifically barring such a release has been filed in the school office. A current, original court document must be brought to the school office for copying. The non-custodial parent will be required to provide a valid driver's license to confirm their identity.

Nebraska Compulsory Attendance Law

Every person residing in a school district within the State of Nebraska who has legal or actual charge or control of any child who will reach six (6) years of age prior to January 1 of the then current school year and did not reach sixteen (16) years of age prior to July 16, 2004, and has not reached eighteen (18) years of age shall cause such child to attend regularly the public, private, denominational, or parochial day schools each day that such schools are open and in session except when excused by school authorities, unless such child has been graduated from high school, or unless such child has reached the age of sixteen (16) and such child's parent or guardian has signed a notarized release disenrolling the child on a form provided by the school.

SCHOOL PROPERTY & STUDENT SAFETY

SAFETY

Instruction in safety practices begins in every elementary classroom the first day of school and continues throughout the year. The home and school must work together until safe living is a natural practice of the child. Parents should constantly set an example of safety for their children. You can do your part by helping your children learn the following:

The student will…

- go directly home after school.
- walk the safest route to and from school.
- look and be sure the way is clear before crossing the street.
- cross the street only at marked crossings.
- stay on the sidewalk. Avoid lawns, vacant lots, etc.
- walk on the left side of the street if there are no sidewalks.
- observe and obey traffic rules.
- get in and out of the car on the curbside.
- make safe choices when crossing the street and in the parking lot.
- observe the rules of good bicycle riding.
- cross railroad tracks at proper places and make safe choices while near the tracks.
- leave items on the ground that belong on the ground.
- refuse all gifts, invitations or rides from strangers.
- obey general safety rules.

SAFETY DRILLS

Students and staff will practice routine safety drills. During a fire drill all people in the building are required to leave.

During tornado drills all students will receive instructions concerning safe areas of the building and precautions to be followed during a tornado.

BICYCLE RULES

All bicycles must be placed in the bicycle rack immediately upon arrival at school. No riding is permitted on school grounds. Bicycles must be chained and padlocked to the bicycle rack. **The school assumes no responsibility for theft or vandalism that occurs to bicycles.**

INCLEMENT WEATHER - SCHOOL CLOSING/CONSIDERATIONS

When the Superintendent or his representative deems it necessary to close school for all or part of the day notice will be provided through the Connect 5 calling system and local radio and television stations. When school is dismissed during the school day, parents may pick up their students or they will be sent home by regular means (bus or walk). Be sure to communicate to your building's office if your contact or emergency information changes.

As a general guideline students will participate in outdoor activities unless the **wind chill is 10° F or below,** above 95 degrees Fahrenheit, or precipitation necessitates students remaining indoors. The Safety Patrol may not be on duty in the case of extreme weather conditions.

ANIMALS ON SCHOOL GROUNDS

Animals are not allowed in school district buildings or on school district property without the written permission of the superintendent except as provided in this policy. See Board Policy 3046 regarding Service Animals and ~~5061 regarding~~ Therapy Dogs for more information.

MEDICAL

COMMUNICABLE DISEASES

The School District of Ralston will use the communicable disease regulations set up by the State of Nebraska and local Health Departments concerning children with communicable diseases and their attendance at school.

EMERGENCY CARE OF A STUDENT

When, because of illness or injury to a student, it becomes inadvisable for the child to remain in the classroom, the parent will be contacted by telephone and requested to come to school to pick up the child. If the parent(s) cannot be contacted, the emergency numbers that have been furnished to the school will be used. The person from the emergency list will be contacted to come pick up the student within one hour.

If parents or persons on the emergency list cannot be contacted, the student will remain at school during school hours and will return home by regular means except in such cases where in the opinion of school officials,

medical aid is needed immediately. In such circumstances an ambulance will be called, at the parents' expense, and the child will be transported to the emergency room of the nearest hospital. Under no circumstances will ill or injured children be allowed to walk home during school hours without parental permission.

FIRST AID

The school attempts to provide a safe environment for your child. First aid will be administered when appropriate. Any treatment beyond first aid is the responsibility of the parents.

IMMUNIZATIONS

Nebraska School Law (79.217-223) requires that all students be immunized against diphtheria, pertussis, tetanus, poliomyelitis, measles, rubella, mumps, Hepatitis B, and 2 doses or year of infection for Varicella **PRIOR TO ENROLLMENT.** Affidavits for religious or medical reasons are available in the school office.

All students will need to have on file at least 3 DTP, 3 Polio, and 2 doses of MMR (Measles, Mumps, and Rubella) immunizations; 3 doses of pediatric hepatitis B vaccine, or, if the alternate hepatitis B vaccination schedule is used, 2 doses of a licensed adult hepatitis B vaccine specified for adolescents 11-15 years of age, 2 doses or year of infection for varicella (chicken pox).

Kindergarten, seventh grade and out-of-state transfer students are required to have dates on file for the following immunizations: 3 DTP, 3 Polio, 2 MMR, 3 Hepatitis B, 2 doses or year of infection for varicella (chicken pox). 7th Graders are required to have an additional Tdap booster (contains Pertussis booster).

Please review your child's records to make sure your child has obtained the needed immunizations prior to enrollment. Please check with your child's physician or contact the Douglas County Health Department for information on immunization clinics that are available (444-7213). You may also contact the school nurse if you have questions regarding the law or need assistance in getting your child's immunizations.

Nebraska School Law dictates that your child will not be able to enroll unless dates of immunizations are provided to the school at the time of enrollment.

MEDICATION

Administering of medication will be done in compliance with the Medication Aide Act. The Ralston school district will not purchase medication for or prescribe medication to any student. Students will be allowed to administer their own prescription medication with parental permission and authorization of the school nurse. Non-prescription, over-the-counter medication will be administered with written documentation from a licensed health care provider. These medications include, but are not limited to, pain relievers, fever reducers, cold medications, allergy medications, etc.

The school district will administer medication prescribed by licensed health professionals. Any student required to take physician prescribed medication at school must have an Authorization for Medication in School form, signed by his/her parent(s), on file in the school office. The form may be secured from the school secretary. All medications must be brought to school by the parent/guardian, or an adult authorized in writing by the parent/guardian. All medication must be left in the school office. Medication must be in a container appropriately labeled with the student's name, date prescribed, name of medication, directions for use detailing

dosage, time medication is to be taken and the physician's name. The school reserves the rights to limit the amount of medication to be kept at school.

The district will stock and use naloxone, when necessary in accordance with policy 3051.

PHYSICAL EXAMINATIONS

The State of Nebraska requires a birth certificate and evidence of a physical examination by a qualified physician for all incoming kindergartners, seventh graders, and all out-of-state transfer students.

Kindergarten students are required to have an eye examination by a qualified medical professional prior to enrollment.

Evidence of a physical examination must be dated no more than six months prior to entrance, and must be on file prior to the first day of school.

If there is objection to a physical examination, a refusal form must be signed and dated at the school by the parent/guardian.

SUMMARY OF COMMUNICABLE DISEASES AND CONTAGIOUS CONDITIONS

Fever
Children will be sent home if they have a fever of 100 degrees or higher. Children must be fever free for 24 hours prior to returning to school with no medication given.

Vomiting
Children will be sent home if they vomit due to illness. Children must be free from vomiting for 24 hours prior to returning to school.

Chicken Pox - By direct contact and airborne spread.
Approximately 2 weeks, but may be as long as 3 weeks, after exposure a susceptible person may be expected to "break out" with their first crop of blister-like eruptions. New eruptions can be expected to continue for 3-4 days. Students will be excluded from school for 7 calendar days, starting from the time of the first eruption. Due to degree of severity, the student may stay out of school longer. Students may be sensitive to their appearance even when they are no longer contagious, causing their absence to be longer than 7 calendar days. Secondary infections after apparent recovery may occur. Cellulitis (skin disorder) and Bacteremia (blood poisoning) are the most common kinds of secondary infections. Complications as described below with measles may also occur.

Measles - (Rubella, Red or Hard Measles) By direct contact, droplet spread and less commonly by airborne spread.

Approximately 10 days after exposure a susceptible person may develop a fever. Within 2-3 days a red blotchy rash will develop, usually starting on the face and neck and becoming generalized. A dry, hacky cough will

develop at the same time. This is a serious disease. Students are excluded from school until the 7th day after the initial appearance of the rash. Parents should be cautioned not to send children back to school too soon as complications such as ear infections leading to hearing loss, decreased visual acuity, pneumonia, and encephalitis are not uncommon.

Mumps - By direct contact and droplet spread.
Approximately 18 days after exposure a susceptible person may develop a fever and swelling or tenderness of one or more salivary glands. Students are excluded from school for 9 calendar days from the onset of swelling; complications may occur as above plus some including reproductive organs.

Rubella - By direct contact and droplet spread, may be airborne. (German or 3-day Measles)
Approximately 18 days after exposure a susceptible person may suffer from a low-grade fever, headache, feeling sluggish and cold-like symptoms. Most victims will manifest a rash. Diagnosis may be difficult if a rash is not present. Students should be excluded for 5 calendar days after onset of rash. This disease is highly contagious, but usually mild.

Impetigo, Scabies, and Ringworm
To be excluded from school upon recognition. To be readmitted when there is no longer evidence of contagion, or upon written statement from physician or phone call from doctor's office indicating that the condition is under treatment and no longer considered contagious.

Pediculosis - (Head lice)
To be excluded when live vermin and/or eggs are present. To be readmitted morning after treatment is started. Treatment consists of lice shampoo and nit comb. Eggs must be removed prior to child returning to school. All family members and close contacts that attend school may be inspected by the nurse.

Pinkeye
To be excluded from school upon recognition. May return with written doctor's statement or phone call from doctor's office after prescribed treatment or when the eye is normal in appearance.

Fifth Disease
To be excluded upon recognition. May return with written doctor's statement or phone call from doctor's office. Characteristically begins on the face and classically produces an intensely red "slapped cheek" appearance. A lace-like rash may appear on the trunk and upper extremities.

FAMILY ENGAGEMENT

PARENT/GUARDIAN INVOLVEMENT IN EDUCATIONAL PRACTICES

The Ralston Public School District recognizes the importance of parental/guardian involvement in the education of children. The partnership between home and school is critical for student success. A few notes for parents are found below regarding parental involvement. The Ralston Public Schools policy for parental involvement may be found in the Appendix.

STANDARDS AND BENCHMARKS FOR PARENT INVOLVEMENT

Parenting:
Assist families with parenting skills and setting home conditions to support children as students and assist schools to understand families.

- Students will develop positive personal qualities, habits, beliefs, and values taught by family
- Students will be aware of the importance of school
- Parents will be self-confident about parenting
- Parents will have a sense of support from school and other parents
- Teachers will have respect for families' strengths and efforts
- Teachers will use their training and skills to share information on child development

Communication:
Conduct effective communications from school to home and from home to school about school programs and children's progress.

- Students will be aware of own progress in subjects and skills
- Students will understand school programs and policies
- Parents will monitor child's progress in subjects and skills
- Parents will understand school programs and policies
- Teachers will be able to communicate clearly with parents
- Teachers will elicit help with child's progress from the family

Volunteering:
Organize volunteers and audiences to support the school and students.

- Students will be aware of the many skills, talents, occupations, and contributions of parents and other volunteers
- Students will develop skills in communicating with adults
- Parents will be self confident about ability to work in school and with children
- Parents will have an understanding of the teacher's job
- Parents will feel that families are welcome and valued at school
- Teachers will be aware of parents' talents and interests in school and children
- Teachers will be skilled in organization, training, and use of volunteers

Learning at Home:
Involve families with their children on homework and other curriculum-related activities and decisions

- Students will have a positive attitude about homework and school
- Students will view parents as more similar to teacher and of home as more similar to school
- Parents will be confident and skilled in how to support, encourage, and help his or her child at home
- Parents will have an understanding of instructional program and what the child is learning in each subject
- Parents will have an appreciation of teacher's skill
- Teachers will have a respect of family time
- Teachers will recognize the helpfulness of all families in motivating and reinforcing student learning

Decision Making:
Include families as participants in school decisions, and develop parent leaders and representatives.

- Students will understand the benefits linked to policies enacted by parent organizations
- Parents will feel they have input into policies that affect their child's education

- Teachers will be accepting of equality of family representatives on school committees and in leadership roles

Collaborate with the Community:
Coordinate resources and services from the community for families, students, and the school, and provide services to the community.

- Students will have the opportunity to know and explore careers and options for future education and work
- Students will feel like a valued member of the community
- Students will develop positive relationships with adults in the community
- Parents will use local resources to increase skills and talents or to obtain needed services
- Parents will be aware of community's contributions to the school
- Parents will participate in activities to strengthen the community
- Teachers will use community resources to enrich curriculum and instruction
- Teachers will be skilled in working with mentors, business partners, community volunteers, and others to assist students and teaching practices

POLICY 5018 PARENT/GUARDIAN INVOLVEMENT IN EDUCATIONAL PRACTICES

The school district recognizes the importance of parental and guardian involvement in the education of their children. The school district will take the following steps to ensure that the rights of parents and guardians to participate in the education of their children are preserved.

1. Parents/Guardians will be provided access, as described in district procedures, to district-approved textbooks and other curricular materials and tests used in the district upon request.

    a. A parental request to review specific approved textbooks and other district- or building-approved curricular materials (written, visual, and audio) should be made to the principal of the building where the textbooks and curriculum materials are used.
    b. Parents may check out textbooks and may review curricular materials such as video and audio recordings within a time frame determined by the building principal to prevent disruption of the instructional process.
    c. A parental request to review specific standardized and criterion- referenced tests used in the district should be made in writing to the building principal. Copies of the most recent tests used in the district will be available for parent review. Parents wishing to review statewide NeSA assessments will be provided with sample questions and a copy of a practice test, but will not be provided with copies of the actual assessment due to testing security. In the case of other secure tests such as the ACT, parents must contact the publisher to obtain copies of the test.

2. Parents/Guardians will be permitted, within district procedures, to attend and observe courses, assemblies, counseling sessions, and other instructional activities.

    a. Parents/guardians are invited to make appointments with the building principal to visit classes, assemblies and other instructional activities. The principal shall give permission after determining that parental/guardian observation would not disrupt the activity. Observations that

last more than 60 minutes or occur on consecutive days are typically disruptive and will not be permitted absent unusual circumstances, in the sole discretion of the building principal.

b. Parents/guardians may contact the building principal to request permission to attend counseling sessions in which their child is involved.

3. Parents/guardians will be permitted, within district procedures, to ask that their children be excused from school experiences that parents find objectionable.

   a. Building principals may excuse a student from any single school experience at the parent's written request.
   b. When appropriate, alternative experiences will be provided for the student by the school.

4. Parents/guardians will be informed through the student handbook and district policies of the manner that the district will provide access to records of students.

5. Parents/guardians will be informed of the standardized and criterion-referenced district testing program. Parents may request additional information from the building principal.

6. Parents/guardians will be informed of the circumstances under which they may opt-out of state and federal assessments.

   a. In accordance with federal law, at the beginning of the school year, the District shall provide notice of the right to request a copy of this policy to parents/guardians of students attending schools receiving Title I funds. The District will provide a copy of this policy to a requesting parent in a timely manner.

   b. State Assessments
   The District cannot approve requests to opt out of state assessments. Approval of such requests is contrary to state law.

   c. National Assessment of Educational Progress
   As a condition of receiving federal funds, the District participates in the National Assessment of Educational Progress (NAEP). To help ensure that the District has a representative sample of students taking the NAEP, which will allow the District to assess the quality and effectiveness of its programming on a national level, the District strongly encourages all eligible students to participate. However, student participation in NAEP is voluntary.

   The District shall provide parents/guardians of eligible students with reasonable notice prior to the exam being administered. Parents/guardians wishing to opt their students out of the NAEP assessment must notify the district in writing at least three days prior to the exam date to ensure that the District can coordinate supervision and alternative activities for students who have opted out.

7. Parents/guardians will be notified of their right to remove their children from surveys prior to district participation in surveys.

    a. The principal must approve all surveys intended to gather information from students before they are administered to students.
    b. Students' participation in surveys is voluntary. Parents/guardians may restrict their child from participating in any survey.

School-Caregiver Compact

Ralston Public Schools: Elementary

2017 / 2018 School Year

This Title I School-Parent Compact has been jointly developed with parents and outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement and the means by which the school and parents will build and develop a partnership to help children achieve the State's high academic standards. At the annual parent-teacher conferences the compact shall be discussed as it relates to the individual child's achievement.

Teacher / School:

It is important that students achieve. I agree to do the following:

1. Provide high-quality curriculum and instruction in a supportive and effective learning environment to enable children to meet the challenging state academic standards.
2. Regularly communicate with parents on their child's progress.
3. Demonstrate professional behavior and positive attitude.

Parent / Caregiver:

I want my child to achieve; therefore I will encourage him/her by doing the following:

1. Communicate and work with teachers and school staff on an ongoing basis to be involved and support my child's learning.
2. Support your child's learning--volunteer in their classroom; participate, as appropriate, in decisions related to their education, guide positive use of extracurricular time.
3. Make sure my child is at school every day and on time, unless he/she is ill.

TECHNOLOGY

STUDENT INTERNET AND COMPUTER USE

Students are expected to use computers and the Internet as an educational resource. Procedures and guidelines governing the use of computers and the Internet at school are provided in the Appendix (Policy 5037).

Technology in Ralston Elementary & Middle Schools

Vision Statement. To develop 21st century skills through relevant instruction to create learners who are academically competitive, technology literate, motivated, and college and career ready.
Purpose Statement. To enable secure access and effective delivery of curriculum, sustainable and proactive instructional technology support, and efficient and reliable information for decision making for all stakeholders.

WEBSITES

District, School, & Teacher

Ralston Public Schools district website address is www.ralstonschools.org. Some of the services provided include school and teacher websites, Board of Education, calendars, community connections, enrollment, handbooks, lunch menus, online lunch payment, student services, & instructional resources.

GOOGLE APPS FOR EDUCATION. Ralston Public Schools actively uses Google Apps for Education(GAFE). The applications that student have access to include gmail, calendars, and drive. All students grades 3-12 have an email account. Each account is password protected. All students K-12 have a drive account. The drive app includes the ability to create documents, spreadsheets, presentations, and drawings. GAFE gives all our students equal access to the same products. The only requirement for the student is internet access.

R-KIDS. All Ralston schools offer the R-KIDS (Ralston Knowledge, Information, Data Site) online grading. This site will encourage greater communication between the school, teacher, student, and parent. Grades are a way for students, teachers and parents to communicate the progress and achievement level of each student. An on-line grading system enhances this communication and creates a more efficient way for parents and students to monitor their progress in school. Teachers will post grades in a timely manner, based upon the assignment and the teacher's schedule. Parents are encouraged to monitor their child's progress by checking the system weekly. Please note that some classes may not have graded assignments each week. When a student is missing an assignment/assessment, the incomplete box will be checked. Once the work is made up, the grade will be entered and the late box will be checked.

What is an Acceptable Usage Policy? An acceptable use policy (AUP),is a set of rules applied by the owner or manager of a network, website or large computer system that restrict the ways in which the network, website or system may be used. AUP documents are written for corporations, businesses, universities, schools,internet service providers, and website owners, often to reduce the potential for legal action that may be taken by a user, and often with little prospect of enforcement. See reverse side for Ralston's AUP.

Ralston's AUP

The use of school-owned technology, including computers, whether stand-alone, as a part of a local area network, or as part of a wide area network such as the Internet, is a privilege, not a right, and must be consistent with and driven by the educational objectives of the Ralston School District.

The Ralston School District exercises exclusive control over all school-owned technology, and students should not expect privacy regarding their use of any such equipment or network because school property is subject to search and inspection at any time by school officials. This search and inspection includes, but is not

limited to, electronic mail, Internet access, file storage and transfer. Students are responsible for whatever is contained in computer files assigned to them.

Students using computers connected to the Internet, an international computer network, are able to access computers and people all over the world. The Ralston School District does not condone student access to any unsuitable materials which exist on the Internet. The Ralston School District recognizes that it cannot control the information on other computer systems and that it may not be physically possible to screen out all such inappropriate information and materials. All student Internet activities are subject to being monitored.

The Ralston School District makes no warranties of any kind, whether express or implied, for the technological services it provides. The District will not be responsible for any damage a user suffers. This includes loss of data.

Technology will be supplied for student use on an "as is, as available" basis. The availability of on-line resources does not indicate endorsement of their contents by the Ralston School District. The District specifically denies any responsibility for the accuracy or quality of information obtained through the Internet.

The purchase of services or merchandise through the Internet including the use of credit cards by students through District technological services is prohibited. The Ralston School District shall not be liable for any costs arising out of such transactions.

The Ralston School District will not be responsible for any liability or expense the user may incur in connection with the use of District technology. The user agrees to indemnify (hold harmless) the Ralston School District for any expenses, including attorney's fees, arising out of the use of District technology in violation of this agreement.

It is the responsibility of the parents/guardians to establish and convey the standards that their child should follow. In support of parents/guardians, the Ralston School District will enforce the minimum appropriate technology use standards set in the Technology Procedures (Code of Ethics for Technology).

ON-LINE GRADING SITE

R-KIDS (Ralston Knowledge, Information, Data Site) on-line grading enhances communication between the school, teacher, student, and parent. It also creates a more efficient way for parents and students to monitor their progress in school. Teachers post grades in a timely manner and parents are encouraged to monitor their child's progress by checking the system weekly.
R-KIDS is available for all students in grades kindergarten through twelve. Parents can register for R-KIDS by visiting the Ralston Public Schools web site at www.ralstonschools.org.

CELL PHONES

Cell phones are not to be used during school and may be confiscated if the cell phone is causing a disruption. Students will be expected to follow the building cell phone security expectations that may include phones being kept in a designated place in the classroom or the office during school hours.

STUDENT INTERNET AND COMPUTER ACCESS

Students are expected to use computers and the Internet as an educational resource. The following procedures

and guidelines govern the use of computers and the Internet at school.

I. Education About Appropriate On-Line Behavior
   A. School district staff will educate students about appropriate online behavior, both in specific computer usage units and in the general curriculum.
   B. Staff will specifically educate students on
      i. Appropriate interactions with other individuals on social networking websites and in chat rooms.
      ii. Cyberbullying awareness and response.
   C. The School District's Assistant Superintendent of Learning shall inform staff of this educational obligation and shall keep records of the instruction which occurs in compliance with this policy.

II. Student Expectations in the Use of the Internet
   A. Acceptable Use
      i. Students may use the Internet to conduct research assigned by teachers.
      ii. Students may use the Internet to conduct research for classroom projects.
      iii. Students may use the Internet to gain access to information about current events.
      iv. Students may use the Internet to conduct research for school-related activities.
      v. Students may use the Internet for appropriate educational purposes.
   B. Unacceptable Use
      i. Students shall not use school computers to gain access to material that is obscene, pornographic, harmful to minors, or otherwise inappropriate for educational uses.
      ii. Students shall not engage in any illegal or inappropriate activities on school computers, including the downloading and copying of copyrighted material.
      iii. Students shall not use school computers to participate in on-line auctions, on-line gaming or mp3 sharing systems including, but not limited to Aimster or Freenet and the like.
      iv. Students shall not disclose personal information, such as their names, school, addresses, or telephone numbers outside the school network.
      v. Students shall not use school computers for commercial advertising or political advocacy of any kind without the express written permission of the system administrator.
      vi. Students shall not publish web pages that purport to represent the school district or the work of students at the school district without the express written permission of the system administrator.
      vii. Students shall not erase, rename or make unusable anyone else's computer files, programs or disks.
      viii. Students shall not share their passwords with fellow students, school volunteers or any other individuals, and shall not use, or try to discover, another user's password.
      ix. Students shall not copy, change or transfer any software or documentation provided by the school district, teachers or another student without permission from the system administrator.
      x. Students shall not write, produce, generate, copy, propagate or attempt to introduce any computer code designed to self-replicate, damage, or otherwise hinder the performance of any computer's memory, file system, or software. Such software is often called, but is not limited to, a bug, virus, worm, or Trojan Horse.
      xi. Students shall not configure or troubleshoot computers, networks, printers or other associated equipment, except as directed by a teacher or the system administrator.

xii. Students shall not take home technology equipment (hardware or software) without permission of the system administrator.

III. Enforcement

A. Methods of Enforcement

i. The district monitors all Internet communications, Internet usage and patterns of Internet usage. Students have no right of privacy to any Internet communications or other electronic files. The computer system is owned by the school district. As with any school property, any electronic files on the system are subject to search and inspection at any time.

ii. The school district uses a technology protection measure that blocks access to some Internet sites that are not in accordance with the policy of the school district. Standard use of the Internet utilizes a proxy server-based filter that screens for non-curriculum related pages.

iii. Due to the nature of filtering technology, the filter may at times filter pages that are appropriate for student research. The system administrator may override the technology protection measure for the student to access a site with legitimate educational value that is wrongly blocked.

iv. The school district staff will monitor students' use of the Internet through direct supervision and by monitoring Internet use history to ensure enforcement of the policy.

B. Consequences for Violation of this Policy

i. Access to the school's computer system and to the Internet is a privilege, not a right. Any violation of school policy and rules may result in:

1. Loss of computer privileges;
2. Short-term suspension;
3. Long-term suspension or expulsion in accordance with the Nebraska Student Discipline Act; and
4. Other discipline as school administration and the school board deem appropriate.

ii. Students who use school computer systems without permission and for non-school purposes may be guilty of a criminal violation and will be prosecuted.

IV. Children's Online Privacy Protection Act (COPPA)

A. The school will not allow companies to collect personal information from children under 13 for commercial purposes. The school will make reasonable efforts to disable advertising in educational computer applications.

B. This policy allows the school to act as an agent for parents in the collection of information within the school context. The school's use of student information is solely for education purposes.

Legal Reference: Children's Internet Protection Act and Protecting Children in the Twenty-First Century Act; Children's Online Privacy Protection Act (COPPA); 47 C.F.R., Ch. 1.

POLICY 5063 AUDIO & VIDEO RECORDING

Students and their parents or guardians should assume that any class in which students are enrolled may be recorded by the school district or other students for legitimate educational purposes. Recordings permitted pursuant to this policy may only be used by students for personal academic purposes and may not be republished without additional, written consent from a school administrator. For purposes of this policy "recording" includes still photographs, video, audio, and other similar data captured in any medium.

Recordings Made by The District. The district may use cameras or other devices for purposes of making security, safety, or other recordings without a specific purpose or for a specific purpose when such recordings are deemed necessary or appropriate by the administration. The district will not maintain the recordings unless the recording is purposefully copied and saved, and the recordings will only be available for review for a limited time based on the district's then-current recording capacity. The district administrators estimate that this is approximately 10 days but may change at any time.

Classroom Recordings by Staff. Staff members may make audio and video recordings of classroom instruction and school activities upon authorization of the superintendent or supervising administrator. Prohibited Recordings by Students. Unless otherwise authorized by this policy or law, students are prohibited from making audio or video recordings
during the school day on school grounds; when being transported to and from school activities or programs in a vehicle owned, leased, or contracted by a school being used for a school purpose by a school employee or by his or her designee; or at a school-sponsored activity or athletic event, unless the recording is made in a manner permitted by the school for members of the public. In such an instance, the students remain subject to the district's appropriate use and student discipline policies. For example, this policy does not prohibit students from making recordings of an athletic event for their personal use similar to a parent or other patron, subject to other applicable board policy. However, this policy generally prohibits students from using smart-speakers or other devices which actively or passively create or transmit audio or video recordings, including Google Home, Amazon Alexa, Apple HomePod, and AngelSense devices.

Permitted Classroom Recordings by Students. Students may make audio or video recordings of classroom lectures or discussions:
(1) For their convenience after providing notice to the classroom teacher and receiving the teacher's permission; (2) For the benefit of another student who is absent after providing notice to the classroom teacher and receiving the teacher's permission; (3) If recording is necessary to accommodate the student's disability and is required by the student's Individualized Education Plan (IEP) or Section 504 Plan.

Staff may revoke permission to record if the recording distracts from or disrupts the classroom environment, unless the recording is necessary to accommodate a student's disability.

Permitted Non-classroom Recordings. Students may make audio or video recordings otherwise prohibited by this policy outside the classroom only with the permission of a teacher or school administrator, provided that such recordings otherwise comply with any applicable state and federal laws and district policy. In no event shall photographs or video recordings be taken or made in restrooms, locker rooms, or other areas where there is a reasonable expectation of privacy.

~~Students and their parents or guardians should assume that any class in which students are enrolled may be recorded by the school district or other students for legitimate educational purposes. Recordings permitted pursuant to this policy may only be used by students for personal academic purposes and may not be republished without additional, written consent from a school administrator. For purposes of this policy "recording" includes still photographs, video, audio, and other similar data captured in any medium.~~

~~**Recordings Made by The District**. The district may use cameras or other devices for purposes of making security, safety, or other recordings without a specific purpose or for a specific purpose when such recordings are deemed necessary or appropriate by the administration. The district will not maintain the recordings unless the recording is purposefully copied and saved, and the recordings will only be available for review for a limited time based on the district's then-current recording capacity. The district administrators estimate that this is approximately 10 days but may change at any time.~~

~~**Classroom Recordings by Staff**. Staff members may make audio and video recordings of classroom instruction and school activities upon authorization of the superintendent or supervising administrator.~~

~~**Prohibited Recordings by Students.** Unless otherwise authorized by this policy or law, students are prohibited from making audio or video recordings during the school day on school grounds; when being transported to and from school activities or programs in a vehicle owned, leased, or contracted by a school being used for a school purpose by a school employee or by his or her designee; or at a school-sponsored activity or athletic event, unless the recording is made in a manner permitted by the school for members of the public. For example, students making recordings of an athletic event for their personal use similar to a parent or other patron are permitted, but students are still subject to the district's appropriate use and student discipline policies.~~

~~**Permitted Classroom Recordings by Students**. Students may make audio or video recordings of classroom lectures or discussions:~~

- ~~(1) For their convenience after providing notice to the classroom teacher and receiving the teacher's permission;~~
- ~~(2) For the benefit of another student who is absent after providing notice to the classroom teacher and receiving the teacher's permission;~~
- ~~(3) If recording is necessary to accommodate the student's disability and is required by the student's Individualized Education Plan (IEP) or Section 504 Plan.~~

~~Staff may revoke permission to record if the recording distracts from or disrupts the classroom environment, unless the recording is necessary to accommodate a student's disability.~~

~~**Permitted Non-classroom Recordings.** Students may make audio or video recordings otherwise prohibited by this policy outside the classroom only with the permission of a teacher or school administrator, provided that such recordings otherwise comply with any applicable state and federal laws and district policy. In no event shall photographs or video recordings be taken or made in restrooms, locker rooms, or other areas where there is a reasonable expectation of privacy.~~

POLICIES & PROCEDURES

POLICY 5022 INVESTIGATIONS, ARRESTS & OTHER STUDENT CONTACT BY LAW ENFORCEMENT OR HEALTH & HUMAN SERVICES

The school district and its administrators and staff desire to maintain a positive working relationship with law enforcement officers and other representatives of governmental bodies in the discharge of their duties. However, this desire must be balanced against other equally important factors such as a student's legal rights, ensuring that a student's time spent in school is for education, and acknowledging that the school stands *in loco parentis* to the students.

"Law enforcement officer" means police officers, county sheriffs, state patrolmen, Health and Human Service workers, Child Protective Services workers, Office of Juvenile Services workers, probation officers, U.S. Immigration and Customs Enforcement (ICE) agents, Federal Bureau of Investigations agents, or any other government investigatory workers.

"Parent" means the biological or adoptive mother or father, guardian, responsible relative, or any other person who has claimed legal or actual charge or control of the student pursuant to Nebraska law or Title 92 Nebraska Administrative Code Chapter 19.

Law enforcement officers are encouraged whenever possible to talk to a student away from the school before or after school hours so as to cause as little disruption as possible to the student's education.

Law enforcement officers may be called to the school at the request of school administration, or they may initiate contact with the school for their own purposes. Contact between the school and law enforcement officers on matters involving students shall be made through the office of the superintendent or building principal and the law enforcement officer. All reasonable attempts should be made to avoid embarrassing the student before his or her teachers and peers, and to avoid disrupting the student's and school's education program. Any questioning by law enforcement officers that is permitted should be conducted in a private room or area where confidentiality can be maintained. This should be an area removed from observation by or contact with other pupils and school personnel.

School staff shall promptly notify the superintendent when a student is questioned, arrested, or removed from school grounds by law enforcement officers.

School Related Criminal Activity. This section applies to alleged or suspected criminal activity that occurs on school grounds; in a vehicle owned, leased, or contracted by a school being used for a school purpose or in a vehicle being driven for a school purpose by a school employee or by his or her designee; or at a school-sponsored activity or athletic event.

Law enforcement officers will be allowed to contact and question students at school regarding school related criminal activity as provided below.

The building principal must be notified before a student may be questioned in school or taken from a classroom by law enforcement. The building principal should request identification of the officers, their affiliation with the identified law enforcement agency, and whether their purpose is to interview, interrogate, or take custody of the student.

The building principal will make reasonable attempts to contact a student's parent for their consent and/or presence before the student is interviewed. In the event that a parent cannot be contacted after reasonable attempts, the student will be questioned only if the law enforcement officer identifies emergency circumstances requiring immediate questioning. A building principal or designee shall be present for such questioning. The student will be brought to a private room and the contact will be made out of sight of others as much as practicable.

If the student is suspected of criminal activity, it is the responsibility of the law enforcement officer to advise a student of his or her rights against self-incrimination.

If at any time the district's representative believes that the questioning is being conducted in an inappropriate manner and clearly contrary to the rights of the student, then the representative shall request that the law enforcement activities cease. The building principal will also make another attempt to contact the student's parent.

The building principal shall document steps taken to notify parents, summarize the law enforcement activities, identify the actions taken by the District on behalf of the student, and any further contacts with law enforcement officer.

Non-School Related Criminal Activity. Law enforcement officials may not question students at school unless parental consent is obtained or the law enforcement authorities have a warrant or court order.

Taking a Student into Custody. Law enforcement officers seeking custody of a student must contact the superintendent or building principal. The principal will request the arresting law enforcement officer to provide a copy of the arrest warrant, written parental consent, court order, or other document giving authority to take the student into legal custody. If there is no document presented, the principal should obtain the officer's name, badge number identifying the law enforcement agency, date, time, the reason for the arrest, and the place to which the student is reportedly being taken. Whenever practicable, the arrest or release of the student should be conducted in a location and in a manner that minimizes observation by others.

When a law enforcement officer removes a student from the school, the building principal will take immediate steps to notify the parent about the student's removal and the place to which the minor is reportedly being taken, except when a minor has been taken into custody as a victim of suspected child abuse.

Child Abuse and Neglect. When law enforcement officers seek to investigate reports of alleged child neglect or abuse regarding a student, the building principal shall obtain a proper identification from the authorities or officials. If a student interview is conducted on school grounds, the building principal or designee and such other school personnel as appropriate shall observe the interview.

If the law enforcement officer decides to remove the student from school, school officials shall provide the law enforcement authorities with the address and telephone number of the student's parent or guardian. The principal or other school official shall, as a condition of releasing the student to the law enforcement officer, require the officer to sign a statement certifying that the child is being removed from school premises because he or she is believed to be the victim of child abuse and that the officer understands and will comply with the legal requirements of NEB. REV. STAT. § 79-294.

Student Records. Student records will be shared with law enforcement officers only as allowed by state and federal law.

NOTICE OF NON-DISCRIMINATION

Ralston Public Schools does not discriminate in employment or educational programs/activities on the basis of race, color, national origin, sex (including pregnancy), gender identity, gender expression, sexual orientation, religion, marital status, disability, age or any other classification protected by applicable local, state, or federal laws. Ralston Public Schools also provides equal access to the Boy Scouts and other designated youth groups.

The following person has been designated to handle inquiries regarding the School District's non-discrimination policies: **Executive Director of Human Resources, who may be contacted in writing at 8545 Park Drive, Ralston, Nebraska, at mrupprecht@ralstonschools.org by e-mail, or by telephone at (402) 898-3483.**

For further information about anti-discrimination laws or to file a complaint of discrimination under Title VI, Title IX, Section 504, or other applicable laws, any person may also contact the Office for Civil Rights, U.S. Department of Education, by email at OCR.KansasCity@ed.gov; by telephone at (816) 268-0550; or by fax at (816) 268-0599.

PARENT CONCERN PROCEDURES

The policy of the Ralston School District is to solve problems at the level at which they occur. If a parent has a concern about anything that has happened at school, he/she should contact the person who has the most information about the matter. In most instances this will be the student's classroom teacher. Parents/guardians are encouraged to work with building principals to bring about resolution(s).

When a concern relates to a special area (such as physical education, music, art or media) that teacher should be contacted. If, after conferencing with the teacher, a satisfactory solution has not been reached, the principal of the building should then be contacted.

RECORDS AVAILABLE FOR REVIEW

Parents/guardians may review their child's files and records at any time. The building principal is responsible for maintaining and protecting the privacy of such files. Outside agencies, such as, but not limited to, physicians, probation officers, psychologists, child guidance clinics, and other reputable agencies who are working with the child, may access these files with parental/guardian consent or by court order. (Policy 5016)

Schools are required to provide information concerning the progress and activities of a student to the custodial and non-custodial parent equally, unless restricted by court order. If a restriction is to apply, a copy of the certified court order outlining the rights and restrictions must be placed on file in the school office. A copy of the school's files or records concerning a student will be provided at no charge, upon request, to any public or private school to which the student transfers. The building principal may authorize a total charge of $1.00 for copies of student records that are not being mailed to another school district for transfer purposes.

GRIEVANCE PROCEDURE FOR DISCRIMINATION CLAIMS

Grievances, complaints, and communications should be initiated and processed in the following manner. This procedure is to be followed for any and/or all alleged acts of discrimination.

1. If a student has a grievance or complaint, the person should present the matter to the building principal in an effort to resolve the problem informally. The grievance or problem should be signed and dated by the building principal.
2. If the principal has the authority to resolve the problem it will be done as quickly as possible. If the principal does not have the authority it shall be reported to the superintendent in a timely manner.
3. Within 10 days, if the principal has not resolved the grievance, the aggrieved party may provide a written, signed, and dated copy of the grievance to the superintendent.
4. Within 10 days of the superintendent's decision, the aggrieved party may provide a written, signed, and dated copy of the grievance to the president of the board of education. The superintendent may also provide a copy of the grievance to the president of the board of education if the superintendent believes the problem is policy and not administration.
5. The Board of Education shall make an investigation, either as a board or as a committee, and shall provide the aggrieved party an opportunity to appear before the full board in person, either privately or accompanied by legal counsel, with the right to present facts and witnesses in full hearing. At the conclusion of the investigation, the Board of Education shall, within 30 calendar days, render its determination in writing.

NOTICE TO PARENTS - PROFESSIONAL QUALIFICATIONS

As a parent of a student in Ralston you have the right to know the professional qualifications of the classroom teacher who instructs your child or if there will be a change in staff for more than four weeks of student contact days. Under the Every Student Succeeds Act, federal law allows you to request certain information about your student's classroom teacher. The law also requires the district to give you this information in a timely manner upon request. Listed below is the information about which you have the right to know:

- *Whether the Nebraska Department of Education (NDE) licensed or endorsed your student's teacher for the grades and subjects taught.*
- *Whether NDE has decided that your student's teacher can teach in a classroom without being licensed or qualified under state regulations because of special circumstances.*
- *The teacher's college major; whether the teacher has any advanced degrees, and if so, the subject of the degrees. Whether any teachers' aides or similar paraprofessionals provide services to your child and, if they do, their qualifications.*

Please contact the Executive Director of Human Resources if you would like to receive any of this information at 402-331-4700.

TESTING POLICY

The Ralston School District follows the required state guidelines for standardized testing. The Board of Education shall receive an annual written report consisting of the results of all components of the school system performance program including, but not limited to, standardized norm-referenced assessments, criterion-references assessments, student performance, school system demographics, financial information, follow-up studies of graduates, and learning climate surveys. These reports shall be made available to all patrons of the district. (Polices IL and ILC)

1. Copies of the most recent standardized and criterion-referenced tests used in the district will be available for parental/guardian review. Requests should be made to the building principal. In the case of secure

tests, such as the ACT, parents/guardians must contact the publisher.
2. Parents/guardians may obtain individual test results of their child by contacting the teacher or building principal.
3. Building principals will excuse a student from specific tests through written request by the student's parents/guardians when they object on political, moral, or religious grounds.

Parents have the option to opt out of NAEP, but not out of state mandated assessments. To opt out of a state NAEP assessments a parent/guardian must provide a written notification to the school principal prior to the beginning of the assessment window.

PARENTAL/GUARDIAN NOTIFICATION OF STUDENT SURVEYS

All internal surveys which are intended to gather information from students in the district will be approved by the building principal prior to being made available to students. Student participation in surveys is voluntary.

All surveys from external sources will be approved by the Superintendent. Student participation in surveys is voluntary. Parent/guardians will be notified in writing prior to school district participation in surveys by students and may restrict their child from participating in any survey through written request.

5034
Student Handbooks

The student handbooks are an extension of the Ralston Board of Education policies and have the force and effect of board policy when approved by the board of education.

Adopted on: July 25, 2016
Revised on:
Reviewed on: July 25, 2016

Summary of Changes

Ralston High School

2019-2020 Student and Family Information Handbook

8969 Park Drive
Ralston, NE 68127-3600
Phone: 402-331-7373
Fax: 402-898-3511

https://www.ralstonschools.org/RHS

School Handbooks are based on Board of Education Policies

Ralston PUBLIC SCHOOLS

District #54
Ralston, Nebraska

BOARD OF EDUCATION

Linda Richards
Heather Johnson
Dr. Jay Irwin
Mike Overkamp
Mary Roarty
Elizabeth Kumru

DISTRICT ADMINISTRATORS

Dr. Mark Adler, Superintendent
Mr. Jason Buckingham, Executive Director of Fiscal Affairs
Dr. Michael Rupprecht, Executive Director for Human Resources
Mrs. Melissa Stolley, Director of Student Services
Dr. Cecilia Wilken, Director of Teaching & Learning
Mrs. Diane Meyer, Director of Suburban Schools / Metro Regional Program
Dr. Joshua Wilken, Career Education Coordinator / ELL Coordinator

RALSTON HIGH SCHOOL ADMINISTRATION

Mrs. Jesse Tvrdy, Principal
Mr. Joseph Kilzer, Assistant Principal
Mr. Ryan Pivonka, Assistant Principal
Mr. Mike Smith, Assistant Principal / Athletic & Activities Director
Mr. Landon Blanchard, Dean of Students

RALSTON HIGH SCHOOL COUNSELORS

Mr. Michael Burling, A-G
Mrs. Jesika Maly, H-P
Mrs. Stacy Athow, Q-Z; Department Chair

Administrative Offices	8545 Park Drive Ralston, NE 68127 402-331-4700 www.ralstonschools.org
Ralston High School	8969 Park Drive Ralston, NE 68127-3600 402-331-7373 Rhs.ralstonschools.org
	RHS Calendar/Athletic/Activity schedules: www.rivercitiesconference.org
	Attendance Office 402-763-4100 (voicemail available 24 hours)

RALSTON HIGH SCHOOL

STUDENT-FAMILY HANDBOOK

TABLE OF CONTENTS PAGE

Absence and Activity Participation	45
Absence, Reporting	15
Absenteeism / Truancy, Excessive	13
Academic Achievement and Graduation	11
Academic “Blue Card” Policy, Athletics / Activities	42-45
Academic Honors and Letters	13
Academic Progress	11
Accident Insurance	55
Activities, Schedule/Event Conflicts	45
Activities & Athletics	39
Activity Tickets	40
AHERA Notification	62-63
Alcohol / Drug Products, Athletics / Activities	47
Alcohol / Drug Products, Student Use or Possession	37
Animals on School Grounds	16
Announcements, student	16
Athletic and Activity Offerings	40
Athletic Awards	52-23
Athletic Participation	40
Attendance, Athletics/Activities	45
Attendance Classifications	14
Attendance Expectations and Procedures	13-16
Automated Phone Messages	16
Backpacks / Drawstring Bags	16-17
Behavior in School, Athletics/Activities	45-46
Bell Schedule	17
Building Hours / Door Access	17
Bullying	29
Class Rank	13
Closed Campus	17
Code of Conduct	42-43

College & Career Center 18
Commencement 18
Communication Protocol, Athletic / Activities 51-52
Compulsory / Required Attendance 13
Computer Lab Regulations and Procedures 35
Concussion Awareness 53-55
Dances, School 26-27
Demerits / Merits 27
Detention, Skipped 16
Discipline, Off-Campus 26
Discipline, Student 18-19
Dress Code 27
Dress Code-Athletic / Activities 46
Due Process-Athletics / Activities 50
Electronic Devices 27-28
Emergency Exclusion 20, 24
Equipment and Uniforms 51
Extracurricular Events, Behavior 46
Expedited Appeals and Procedures 55-56
Facility Usage / Athletic Lockers 50
Fee Schedule 58-62
FERPA Notification 64-65
Fighting 28
Fire and Disaster Drills 28
Fireworks, etc. 29
Food & Drink 29
Fundraising / Candy Sales 29
General Expectations and Procedures 16
Grading System and Reports 12
Grade Point Average/Mark Point Average 12
Graduation Requirements 11
Hall Regulations 29
Harassment 29
Health Services and Regulations 31
Homeless Children and Youth 63
History of Ralston High School 8

Homeroom	31
Honors, Academic	13
Identification Cards	31
Inclement Weather-Athletics/Activities	51
Internet & E-mail guidelines	32
Interrogations and Searches	56
Insurance-Athletics / Activities	51
Leaving school during the day	33
Library / Media Center / Computer Lab	35
Lockers	33
Lunch	33-34
Make-up Work Due to Absence	34
Make-up Work Due to Suspension	18-19
Media Center Regulations and Procedures	35
Medication Policy	35
Misc. Rights and Responsibilities	55
National Honor Society	35-36
NCAA Clearinghouse	53
Nondiscrimination, Notice of	34
Parent / Guardian Involvement in Educational Practices	58
Parking	36
Personal Property, students	36
Physical Education, medical excuses	36
Plagiarism	36
Posters, Signs, and Publications	37
Protection of Student Rights	63
R-KIDS	37
Risk of Injury Warning	42
Release Privileges	18
Schedule Change/Withdrawal from Class	37
Senior Honors and Recognition	13
Sixth Grade Outdoor Education Counselor	38
Social Media, Athletics/Activities	46-47
Spectators, Expectations of	52
Staff Qualifications	63-64
Student Discipline	18-19

Student Eligibility, Athletics and Activities	40-42
Student Fees, Fines, Charges	58-62
Study Halls	38
Tardy Procedures	15-16
Team Pictures	46
Team Selection	50
Telephones	38
Theft	38
Tobacco, Athletics and Activities	47
Tobacco, Student Possession or Use	36
Transfer or Withdrawal from School	38
Transportation-Athletics / Activities	51
Vending Machines	38
Visitors to School	58
Weapons and Firearms	20

District 54

RALSTON HIGH SCHOOL

"Achieving Excellence as a Community of Learners"

8969 Park Drive • Ralston NE 68127 • 402.331.7373 • Fax 402.898.3511 • rhs.ralstonschools.org

Jesse Tvrdy, MS, Principal
Joseph Kilzer, MA, Assistant Principal
Ryan Pivonka, MS, Assistant Principal
Mike Smith, MA, Assistant Principal/AD

Landon Blanchard, MA, Dean of Students

Dear Ralston High School Students:

Welcome to the 2019-2020 school year at Ralston High School! The faculty and I are excited for another school year, which will be filled with memories that will last a lifetime. Ralston High School is one of the finest high schools in the state of Nebraska and in the United States. This has not happened by accident, but has transpired through the combined efforts of the dedicated staff, the community, the school board, and most important of all, an outstanding student body.

Over the past years, students have excelled in every area of our school program. Ralston High School has a strong tradition of excellence in academics, athletics, fine arts, and activities. As a student, you are a part of this fine institution and I encourage you to become active in co-curricular activities. By your continued hard work and pride in Ralston High School, the traditions of excellence in education, both in academics and activities, will be the rule and not the exception.

All students have the right to learn in the best possible learning atmosphere available, and this is the goal we aim for everyday. In order to provide the best school climate possible, certain rules and regulations are necessary. You will find the rules and regulations are reasonable, fair, and for the benefit of all students. Ralston High School is committed to providing every student the opportunity to reach his or her potential in a respectful and safe environment.

Feel free to stop by the high school offices at any time to address questions or concerns you may have, or just to say "hello." We would like to have the opportunity to get to know each of you. You are the reason we are here and it is our priority for each individual student to succeed at Ralston High School in each endeavor you choose to take on.

We are proud of our past and excited about our future. The future is in you! Be excited and become involved here at Ralston High School. It is my sincere hope that you will be successful at Ralston High School, both academically and in all those activities you choose.

Sincerely,

Jesse Tvrdy
Principal

Ralston's School Song

Hail, Ralston High!

Red, White and Blue, We're loyal to you

Our banners fly!

Onward to victory,

Making Rams' history.

So fight, Ralston, win

We know you can do it, so let's get to it

And let's begin

Onward to victory

Ralston High School—Go! Fight! Win!

HISTORY OF RHS

High school in Ralston had its beginning in September of 1953, with an enrollment of 110 students in grades 9-12 and a faculty of nine members. Because the building was not yet completed, seven classes were held in the Maywood Elementary School until midway through the first year. Dedication of the former high school, located at 82nd and Lakeview, was held on February 28, 1954. At that time, only the first floor of the west wing and the gymnasium were completed. The former high school now serves as Ralston Middle School. In 1968 the high school moved to its present location at 90th & Park Drive. The first senior class of 1954 had a membership of 16. Current enrollment is approximately 1000. Renovation construction began in 2002 and finished in 2005 on the latest renovation project.

Board of Education policies can be accessed at the school building office and on the district website: www.ralstonschools.org.

The school district's handbooks are intended to convey information and explain school regulations and procedures that are necessary for the school to run smoothly and efficiently. Although the board of education may take action to approve the handbooks annually, the administration has the authority to change the contents of any handbook so long as the changes are consistent with board policy.

None of the district's handbooks create a "contract" between the school district, staff members, parents or students. If any information contained in any handbook conflicts with board policy or state statute, the policy or statute will govern.

NOTICE OF NON-DISCRIMINATION

Ralston Public Schools does not discriminate in employment or educational programs/activities on the basis of race, color, national origin, sex (including pregnancy), gender identity, gender expression, sexual orientation, religion, marital status, disability, age or any other classification protected by applicable local, state, or federal laws. Ralston Public Schools also provides equal access to the Boy Scouts and other designated youth groups.

The following person has been designated to handle inquiries regarding the School District's non-discrimination policies: **Executive Director of Human Resources, who may be contacted in**

writing at 8545 Park Drive, Ralston, Nebraska, at michael_rupprecht@ralstonschools.org by e-mail, or by telephone at (402) 898-3483.

For further information about anti-discrimination laws or to file a complaint of discrimination under Title VI, Title IX, Section 504, or other applicable laws, any person may also contact the Office for Civil Rights, U.S. Department of Education, by email at OCR.KansasCity@ed.gov; by telephone at (816) 268-0550; or by fax at (816) 268-0599

Purpose State of Ralston Public Schools

A community dedicated to achieving excellence through purposeful instruction and nurturing a climate of hope.

Direction Statement

Cultivating resilient citizens prepared for the diverse demands of the future.

Ralston Public Schools Believe . . .

- The educational process is a partnership involving the school, the family, the student, and the community
- Students learn best when they are actively engaged in the process
- All students can learn
- Students learn best when schools maintain high expectations for learning
- The foremost responsibility of any educational organization is the student
- The essence of education is the ability to develop lifelong learners to deal responsibly with choice in a changing world

Board of Education policies can be accessed at the school building office and on the district website - www.ralstonschools.org

Ralston High School

Achieving Excellence as a Community of Learners

Vision

Ralston High School is a student-centered community of learners united to support the development of responsible, productive citizens.

Belief Statements

The Ralston High School community of learners…

- **requires committed, active participation and support from students, parents, staff and patrons of the district.**
- **believes each student can learn when provided a safe, supportive learning environment.**
- **embraces diversity as an integral component of the community.**
- **supports high standards for cognitive and affective development.**
- **strives to provide diverse learning opportunities in fine and practical arts, in conjunction with career exploration and applied technology.**
- **encourages participation in co-curricular and extracurricular activities as a means to develop communication, teamwork, and leadership skills essential for success in a dynamic global society.**

ACADEMIC ACHIEVEMENT AND GRADUATION

ACADEMIC PROGRESS

Students at Ralston High School are placed in academic class years on the basis of years of high school attendance. In order to be on pace for graduation, students need to pass earn the following credits:

Freshman	0-60 hours credit	Junior	120 -180 hours credit
Sophomore	60 -120 hours credit	Senior	180 + hours credit

GRADUATION REQUIREMENTS

Course credit is allowed only for grades 9, 10, 11, and 12. Students may repeat courses in which they earned failing grades, but it is not necessary to repeat courses not required for graduation.

The responsibility for determining when students are eligible to be graduated from high school is delegated by the Board of Education to the building principal.

All students must successfully complete 240 hours of credit in grades 9-12, and attend a minimum of seven semesters. Students may graduate at mid-term of their senior year if they make formal application to their counselor prior to the end of the first semester of their senior year. Any student request to graduate earlier than midterm of his/her senior year will be reviewed by the high school principal and a recommendation will be made to the Board of Education for approval. All students must complete the stipulations of an Individual Learning Plan.

The high school principal will review any unusual circumstances related to these graduation requirements for any student and make appropriate recommendations to the Board of Education.

Specific Requirements – Each student is expected to successfully complete coursework in each of the following areas as listed:

1. **English**: 35 credit hours (Must pass English 1, English 2, English 3, and 1 semester of Composition) 35
2. **Oral Communication**: 5 credit Hours 5
3. **Social Studies**: 30 credit hours (Graduating classes of 2018, 2019, & 2020 must pass World Cultures & Geography; Graduating class of 2021 must pass World Civilizations, Government, & US History)
4. **Mathematics**: 30 credit hours (10 credit hours must be earned in courses above the Pre-Algebra level) 30
5. **Science**: 30 credit hours (10 credit hours of Life Sciences and 10 credit hours of Physical Science) 30
6. **Physical Education**: 20 credit hours (Must pass Family Life Education and Wellness and PE Swim) If students test out of PE Swim, they need 5 credits of additional PE. 20
7. **Fine Arts**: 10 credit hours - Art, Music, Drama 10
8. **Practical Arts**: 20 credit hours - Business Education, Career Training Programs (must pass Career Exploration), Family and Consumer Sciences, Industrial Technology, Health Sciences 20
9. **Consumer Finance**: 5 credit hours If students test out of Consumer Finance they will need additional 5 elective credits. 5
10. **Elective Courses**: 75 credit hours - Foreign Language, Humanities, Journalism, Special Courses 75
11. **Community Service**: 10 hours for each year of attendance at Ralston High School.

MINIMUM CREDIT HOURS TO GRADUATE 240

GRADING SYSTEM AND REPORTS

Ralston High School will operate an extended learning time schedule that consists of terms and semesters. It is important that students and parents understand the difference.

Term – consists of a 9-week period of instruction. There are 4 terms in the school year. Final grades and corresponding credits will be posted on students' permanent record at the end of each term.

Semester – consists of two, 9-week terms. A class that is worth 10 credits will last for a full semester and have 5 credits awarded for a passing grade at the end of each term.

The following is an explanation of Ralston High School's grading system:

A - Superior	92 - 100%	D - Below Average	67 - 75%
B - Above Average	84 - 91%	F - Failure	66% and Below
C - Average	76 - 83%	Inc. - Work to be made up	

Incomplete work must be completed within one week of the end of the term unless an administrator approves more time. No incomplete grades may be given at the end of the second semester/term 4.

Running grades, progress reports and end-of-term/semester report cards are always available by accessing the **R-KIDS electronic gradebook at www2.esu3.org/dws/rhighschool**; therefore, mailings of these documents will no longer be automatically made. Parents may call to request a printed report card at the end of a given term/semester. Parents should check the RHS homepage for dates that progress and end-of-term/semester report cards are available and are urged to contact teachers whenever necessary. Mid-term progress reports will be available at the door during Parent Teacher Conferences in terms 1, 2, and 3. Grades on end-of-term report cards become part of the permanent record.

Transcripts

Official transcripts of student records will be sent to requested institutions electronically and are issued at the request of the student or student's parent/guardian. There may be a nominal fee associated with such requests, depending on the requesting college or agency. Requests take time to process, so please make your requests well ahead of any deadlines. Please contact a counselor for details on requesting official transcripts.

GRADE POINT AND MARK POINT AVERAGES

Below is the Ralston High School Mark Point Average Table and an example of how Mark Point Average (MPA) can be determined for a single semester.

Adv'd Rank Classes	Grade Earned	Unranked Classes
5 mark points	A	4 mark points
4 mark points	B	3 mark points
3 mark points	C	2 mark points
2 mark points	D	1 mark point
0 mark points	F	0 mark points
Not computed	Pass/Fail	Not computed

EXAMPLE: Determining a Student's Grade Point Average

Course	Grade	Credits		Mark Pt Value		Mark Points	
Spanish 3	B	5	times	3	equals	15	
Psych/Soc	C+	5	times	2	equals	10	
Geometry	C	5	times	2	equals	10	
Biology	B	5	times	3	equals	15	
Honors Eng 2 AR	A-	5	times	5	equals	25	
A+ Credit Recovery	P	3	(Not computed in MPA)				
Total Credits Earned		28	Total Mark Points				75
75 total Mark Points	÷	25 Credits Attempted	=	3.00 GPA			

CLASS RANK

Class Rank will be determined by the weighted Grade Point Average of students and will be utilized by RHS for the purpose of graduation recognition and honors. GPA's are placed in a high-to-low numerical order, resulting in a ranking of all students for that grade level. Combined Rank is a high-to-low listing of a student's weighted GPA multiplied by total mark points attempted. ACT Rank (ACRS: Academic Class Ranking System) is a high-to-low listing of a student's ACT score + unweighted GPA x 9 + (earned credits/semesters). Weighted GPA Rank (SCRS: Scholastic Class Ranking System) is a listing of a student's weighted GPA in a high-to-low numerical order. Weighted GPA is computed by dividing a student's total mark points by the number of credits attempted.

ACADEMIC HONORS AND LETTERS

Physical awards that recognize academic achievement will be based on a student's current school year GPA for terms 1-3. For students to be eligible for such recognition, they must have earned 45 credits through Term 3 of the current school year and have a minimum of a C or higher in all of their courses. Pass/Fail classes will not count toward the 45 credits.

- Merit Roll Certificate — Terms 1-3 GPA — 3.00 - 3.49
- Honor Roll Letter/Pin — Terms 1-3 GPA — 3.50 - 3.99
- Roll of Distinction Letter/Pin — Terms 1-3 GPA — 4.00 and above

SENIOR HONORS AND RECOGNITION

Grade Point Averages used to determine honors recognition at commencement are based on grades at the end of first semester.

Honors and recognition are reserved for students in their 4th year of high school or early graduates.

Valedictorian

The student(s) ranked first in the Scholastic Class Rank System and the student(s) ranked first in the Academic Class Rank System will be recognized as valedictorians and invited to speak at commencement. If a valedictorian declines this opportunity, it will be extended to the next highest-ranking student in that system. If one student is ranked first in both systems, the second ranked student in the SCRS and the second ranked student in the ACRS will also be invited to speak at commencement. The class may also select a spokesperson to speak at commencement.

Senior Achievement Awards

Seniors will be awarded honor cords based on Grade Point Average. 4.0 to 4.19 = white cord; 4.20 to 4.39 = silver cord; 4.40 and above = gold cord.

300 Club

Two hundred and forty credits are required to graduate. Graduates accumulating 300 or more credits will be recognized at graduation.

Community Service Excellence

Students earning one hundred or more hours of Community Service by April 15 of their final term will be recognized at graduation.

ATTENDANCE EXPECTATIONS AND PROCEDURES

COMPULSORY / REQUIRED ATTENDANCE AND EXCESSIVE ABSENTEEISM / TRUANCY

Every person residing in the school district who has legal or actual charge or control of any child who is of mandatory attendance age shall cause that child to attend a public or private school regularly unless the child has graduated from high school or has been allowed to disenroll pursuant to this policy. (Board Policy 5001)

ATTENDANCE CLASSIFICATIONS

Ralston High School recognizes the importance of consistent attendance in order for students to be successful. Ralston High School utilizes a block schedule and missing a day of school means that students lose approximately 1½ hours of instruction per class. In addition to the state requirements, when a student reaches ten (10) absences (excused or unexcused) an attendance letter will be mailed home to parents.

Those students who are hospitalized or who suffer from debilitating illness and are under doctor's care and orders not to attend school are encouraged to provide the attendance secretary with written documentation from their healthcare provider to that effect.

Absences from class due to suspension are not considered part of the absence limitations. Students who are participating in or attending school-sponsored activities are considered present at school, and class absences incurred as a result of participation in or attendance at school activities do not count toward stated limits.

Activity/Athletic Absence

School sponsored activities are those where a student is on an official roster or participation list. Students engaged in school sponsored activities will be counted present at school. Completed permission forms must be turned into the sponsor one day prior to the activity.

Activity/Athletic Participation

Please refer to the Athletic/Activities section found later in the student handbook regarding participation in practices and/or performances when there is an absence during the day (see page 39).

Appointments During the School Day

Parents/Guardians must call the attendance line in advance if their student needs to leave during the school day for an appointment. Written notes will not be accepted. In order to minimize classroom disruptions and expedite the student's release from class, such a call should be made with **at least one hour's advance notice** of the time the student needs to sign out to leave the building. In order for the absence to be excused the student must provide medical documentation or other information to document the appointment. The attendance line is available 24 hours a day with voice mail in English and Spanish at 402-763-4100.

College Visits for Seniors

Seniors are urged to visit colleges during vacations or teacher instructional prep days. Parents/Guardians of seniors who wish to visit a college on days when school is in session must call in advance to inform the school in order to be excused. Contact should also be made with students' teachers so arrangements can be made in advance for collecting and completing homework during such an absence. See "Make up work due to absence" for further information.

Discontinuing Enrollment - 16 and 17 Year Old Students

Only children who are at least 16 years of age may be disenrolled from the district. The person seeking to discontinue the child's enrollment shall submit a signed, written request and submit it to the superintendent using the form which is attached to this policy. The district will follow the procedures outlined on the attached form in considering requests to disenroll. (https://www.education.ne.gov/aded/pdfs/NebraskaWithdrawalFromMandatoryAttendanceForm.pd) (Board Policy 5001)

Lunch Skips

A "lunch skip" is when a student who is not a senior with off-campus lunch privilege ~~student~~ leaves the building without a parent or guardian physically coming into the attendance office and signing them out. ~~prior permission during the lunch period.~~ Students who skip lunch may have consequences/interventions assigned such as car/bag searches, loss of privileges, detention(s), support group, suspension, up to mandatory reassignment from Ralston High School.

Students who have permission to leave campus for lunch (seniors with open lunch or those with *pre-arranged* appointments/parent pick-up) are expected to be on time for class following the lunch period.

Prearranged / Extended Absences

Parents/Guardians must call the attendance office in advance of a planned extended absence from school, or as soon as possible in an emergency situation. Written notes will not be accepted. The attendance line is available 24 hours a day with voice mail in English and Spanish at 402-763-4100. Contact should also be made with students' teachers so arrangements can be made in advance for collecting and completing homework during such an absence. See "Make up work due to absence" for further information.

Students who need to miss the last 3 days of any term need to have administrative pre-approval in order to make up any missed final exam.

State Meet and Tournament Absences

Students wishing to attend a state meet or tournament must have a parent/guardian call and give permission unless otherwise directed. Students are expected to keep up with any class assignments missed and are responsible for making arrangements with their teachers in advance for collecting and completing homework for such absences. See "Make up work due to absence" for further information.

Unexcused Absences/Class Skip

Students are expected to attend all of their classes each day unless excused by a parent/guardian or the student is on a school-sponsored activity. Students who miss class unexcused (class skip) will be subject to consequences/interventions such as car/bag searches, loss of privileges, homeroom intervention, detention(s), suspension, loss of class credit, up to mandatory reassignment from Ralston High School.

REPORTING ABSENCES

When a student is absent from school, a parent or guardian of that student must call the school attendance number (402-763-4100) by 8:30 a.m. on the day of the absence. Failure to call will result in the absence being recorded as unexcused. **The absence will remain unexcused unless the parent/guardian calls the school by 3:00 p.m. of the school day following the day the absence occurred**. **NOTES WILL NOT BE ACCEPTED.** Messages can be left 24 hours a day on voice mail.

TARDY PROCEDURES

Punctuality is a life skill valued by employers and society at large. In order to minimize disruptions to learning and to help students learn lifelong skills, Ralston High School expects students to be on time for school and on time for individual classes.

1. Students who are tardy to class will be marked accordingly by the teacher in attendance.
2. Any student who is more than 20 minutes late to a class period will be required to check in with the attendance office to receive an office pass to class.
3. Parents will receive frequent communication as students accumulate tardies to classes.
4. Tardies to classes will be handled in the following way:
    - First tardy - Teacher/student conference
    - Second and third tardies - documentation, student conference, teacher assigned consequence and a phone call home by the teacher
    - Fourth tardy - Formal office referral; office consequence assigned
    - Fifth and subsequent tardies - Consequences can include loss of privileges, detention(s), suspension, and/or mandatory reassignment

from Ralston High School will be assigned to students who accumulate multiple tardies to classes within a term.

5. Students start each term with zero (0) tardies.

Please note: tardiness to homeroom will be treated the same as tardiness to any class.

SKIPPED DETENTION

Students who miss an assigned detention may earn additional consequences up to and including mandatory reassignment from Ralston High School.

GENERAL EXPECTATIONS AND PROCEDURES

The Ralston Public School District has an ongoing commitment to provide opportunities for all to become secure, self-reliant individuals who recognize the significance of their own lives and their ability to contribute to the lives of others.

Definitions:

Caring – any word, look, sign, or act that respects a person's body, feelings or things.

Violence – any word, look, sign, or act that hurts a person's body, feelings or things.

Students should be There, be Respectful, be Responsible and be Safe.

ANIMALS ON SCHOOL GROUNDS (Policy 3046)

Animals are not allowed in school district buildings or on school district property without the written permission of the superintendent except as provided in this policy. (Board Policy 3046)

ANNOUNCEMENTS

Announcements pertaining to general school business will be allowed as long as they apply to authorized Ralston High School organizations and activities. Announcements are published in multiple forms: student/staff email, web page, closed-circuit television scroll. If an announcement is to be included, it must be in the office by noon the day before it is to be published. Announcements must be signed by the sponsor and an administrator.

AUTOMATED PHONE MESSAGES

Ralston Public Schools will use its automated phone message system to relay important time-sensitive information to Ralston families. This information will include school closings for inclement weather. Please notify the school office of changes to home, cell, work or other contact phone numbers as soon as these changes are made.

ALTERNATIVE COMMUNICATION METHODS

Ralston High School strives to communicate well. You can expect to be communicated with in many different fashions and forms. Listed below are some of the ways we do this:

-Email
-Phone
-Text
-Twitter
-Facebook
-District and School Website
-Written
-R-KIDS (online academic progress system)

BACKPACKS / DRAWSTRING BAGS

Students may carry a drawstring bag, backpack, tote bag, or purse which is no more than 18" x 20" x 6" (width, height, and depth) at any time during the school day; however, gym bags will not

be allowed in the halls during the school day. All gym bags must be stored in students' lockers at all times between the hours of 8:00 and 3:17. Student bags are subject to search.

BUILDING HOURS / DOOR ACCESS

Ralston High School is open to students from 7:30 a.m. to 3:30 p.m. When students arrive they should report to the cafeteria, library, or college/career center. Students must exit the building by 4:00 unless they are under the direct supervision of a staff member. Students who remain at school after 4:00pm must report to the After School Study Center in Lecture Hall C. Students who do not report to the room will have their parents called to pick them up and may lose their privilege to stay after school and are subject to school discipline.

For safety and security reasons, students should always enter/exit the main doors on the front side of the building. Students may use any exit at *the end of the official school day at 3:17*. Students leaving for appointments or for open lunch/campus privileges are expected to use the main doors on the front side of the building or risk disciplinary action up to and including losing their privileges. Additionally, disciplinary action up to and including suspension may be assigned for students who open secure doors for others seeking access during the school day.

BELL SCHEDULE

Homeroom Schedule (Monday, Tuesday, Thursday, and Friday)

Period 1:	8:00 - 9:32
Period 2:	9:38 - 11:05
Period 3:	11:11 – 1:08
1st lunch	11:05 – 11:35 – class 11:41 – 1:08
2nd lunch	11:54 – 12:24 – class 11:11 – 11:54 and 12:24 – 1:08
3rd lunch	12:38 – 1:08 – class 11:11 – 12:38
Period 4/Hmrm:	1:14 – 1:44
Period 5:	1:50 – 3:17

PLC Schedule (Wednesdays)

PLC	7:45 – 8:30
Period 1:	8:40 – 10:11
Period 2:	10:17 – 11:43
Period 3:	11:49 – 1:45
1st lunch	11:43 – 12:13 – class 12:19 – 1:45
2nd lunch	12:30 – 1:00 – class 11:49 – 12:30 and 1:00 – 1:45
Period 5:	1:51 – 3:17

**Important notes concerning Wednesday PLC Schedule: Teachers are unavailable for assistance until 8:30. Students who arrive prior to 8:30 may report to and remain in the cafeteria, library, college/career center or computer lab until dismissed to lockers at 8:30. Students will not be permitted to loiter in the halls or commons during PLC meetings.

At certain times in the school year, the bell schedules may be altered due to school activities. During those times, students with open campus or release privileges MUST ATTEND CLASSES ACCORDING TO THE ALTERED SCHEDULE. Failure to do so may result in disciplinary action up to and including loss of the release privilege.

CLOSED CAMPUS

Ralston High School operates as a closed campus with the following exceptions that are explained in further detail in the sections below: • Senior Open Lunch, • Senior Open Campus, • Release Period

Those students who have permission to leave campus but choose to remain during their release periods are expected to report by the tardy bell and remain for the period to the library.

Students may lose their privilege to leave the building and grounds for loitering in classrooms, the hallways, restrooms, commons, etc. or for other disciplinary reasons at administration's discretion.

Requirements for ALL Release Privileges

- For safety/security reasons, students must exit/return through the commons doors ***only***.
- For safety/security reasons, students must be prepared to show their student ID leaving and returning every day. Students without their ID will NOT be allowed to leave – no exceptions.
- Students who choose to remain on campus during a release must report on time and remain for the duration of the period to the library, computer lab or college/career center.
- Students may lose any privilege outlined below for academic and/or disciplinary purposes at administration's discretion. This includes, but is not limited to failing grades, exiting doors other than the commons, loitering in unapproved areas, class or lunch skips, taking those without privileges off campus, etc.
- Students should read, know and follow additional requirements specific to their privilege as outlined in the student handbook.

Release Period - **Twelfth grade** students who have a naturally occurring 1st or 5th period study hall may choose to be excused from study hall with the proper parent/guardian permission form on file with their counselor. In order to prevent unbalanced class sizes, students' schedules will NOT be altered in order to secure a 1st or 5th period study hall for release purposes. Students who qualify for 1st period release privileges should not be in the building prior to 9:30 (10:10 on late start Wednesdays). Students who qualify for 5th period release privileges need to exit the commons doors by the start of 5th period.

Please note: Seniors must be enrolled in 3 of 4 class periods per day (Homeroom is expected of all students in addition to the 3 class periods) in order to be eligible for many commencement honors, scholarships, college admissions and/or varsity athletic participation. ***It is ultimately the student and parent/guardian's responsibility*** to ensure the student is enrolled in and participating in the number of courses required for these purposes.

Senior-only Open Lunch

Due to Federal lunch regulations, students who leave campus for lunch may not bring food or drinks back to the building from area establishments. All other students or seniors who lose their open lunch privilege for academic/disciplinary reasons must remain at school during their lunch period.

COLLEGE AND CAREER CENTER

The College and Career Center is provided to assist students in securing information about post-high school education and careers. The center is open daily.

COMMENCEMENT

Commencement is a *privilege* arranged to celebrate students' successful completion of high school graduation requirements. Students who have failed to meet graduation requirements two weeks prior to commencement ~~May~~ of their senior year may be denied this privilege. At administrator's discretion, this privilege may also be denied for disciplinary reasons.

COMMENCEMENT ATTIRE:

Graduation apparel is limited to appropriate caps, gowns and honorary decorations designated by the school. All other apparel is not permissible unless cleared through the Superintendent's Office prior to graduation.

DISCIPLINE, STUDENT (Board Policy 5035)

Administrative and teaching personnel may take actions regarding student behavior, other than those specifically provided in this policy and the Student Discipline Act, which are reasonably necessary to aid the student, further school purposes, or prevent interference with the educational process. Such actions may include, but need not be limited to, counseling of students, parent conferences, rearrangement of schedules, requirements that a student remain in school after regular hours to do additional work, restriction of extracurricular activity, or requirements that a student receive counseling, psychological evaluation, or psychiatric evaluation upon the written consent of a parent or guardian to such counseling or evaluation. Disciplinary consequences may also include in-school suspension, Saturday School, and any other consequence authorized by law. District administrators may develop building-specific protocols for the imposition of student discipline.

In this policy, references to "Principal" shall include building principals, the principal's designee, or other appropriate school district administrators.

Any statement, notice, recommendation, determination, or similar action specified in this policy shall be effectively given at the time written evidence thereof is delivered personally to or upon receipt of certified or registered mail or upon actual knowledge by a student or his or her parent or guardian.

Any student who is suspended or expelled from school pursuant to this policy may not participate in any school activity during the duration of that exclusion including adjacent school holidays and weekends. The student activity eligibility of a student who is mandatorily reassigned shall be determined on a case-by-case basis by the principal of the building to which the student is reassigned.

Short-Term Suspension

The Principal may exclude students from school or any school function for a period of up to five school days (short-term suspension) on the following grounds:

1. Conduct constituting grounds for expulsion as hereinafter set forth; or,

2. Other violations of rules and standards of behavior adopted by the Board of Education or the administrative or teaching staff of the school, that occur on or off school grounds, if such conduct interferes with school purposes or there is a connection between such conduct and school.

The following process applies to short-term suspension:

1. The Principal shall make a reasonable investigation of the facts and circumstances. Short-term suspension shall be imposed only after a determination that the suspension is

necessary to help any student, to further school purposes, or to prevent an interference with school purposes.

2. Prior to commencement of the short-term suspension, the student will be given oral or written notice of the charges against the student. The student will be advised of what he or she is accused of having done, be given an explanation of the evidence the authorities have, and be given an opportunity to explain the student's version of the facts.

3. Within 24 hours or such additional time as is reasonably necessary following the suspension, the Principal will send a written statement to the student, and the student's parent or guardian, describing the student's conduct, misconduct or violation of the rule or standard and the reasons for the action taken. An opportunity will be given to the student, and the student's parent or guardian, to have a conference with the Principal ordering the short-term suspension before or at the time the student returns to school. The Principal shall determine who, in addition to the parent or guardian, is to attend the conference.

4. Students who are short-term suspended will be given the opportunity to complete classwork including but not limited to examinations or other forms of student work showing academic progress.

Emergency Exclusion

Students may be emergency excluded from school pursuant to the board's separate policy on emergency exclusion or state law.

Weapons and/or Firearms

Students may be disciplined for the possession of weapons and/or firearms pursuant to the board's separate policy on weapons and firearms or state law.

Long-Term Suspension

Students may be excluded by the Principal from school or any school function for a period of more than five school days but less then twenty school days (long-term suspension) for any conduct constituting grounds for expulsion as hereinafter set forth. The process for long-term suspension is set forth below.

Expulsion

1. **Meaning of Expulsion.** Expulsion means exclusion from attendance in all schools, grounds and activities of or within the system for a period not to exceed the remainder of the semester in which it took effect unless the misconduct occurred (a) within ten school days prior to the end of the first semester, in which case the expulsion shall remain in effect through the second semester, or (b) within ten school days prior to the end of the

second semester, in which case the expulsion shall remain in effect for summer school and the first semester of the following school year, or (c) unless the expulsion is for conduct specified in these rules or in law as permitting or requiring a longer removal, in which case the expulsion shall remain in effect for the period specified therein. Such action may be modified or terminated by the school district at any time during the expulsion period.

2. **Summer Review**. Any expulsion that will remain in effect during the first semester of the following school year will be automatically scheduled for review before the beginning of the school year. The review will be conducted by the hearing officer who conducted the initial expulsion hearing, or a hearing officer appointed by the Superintendent in the event no hearing was previously held or the initial hearing officer is no longer available or willing to serve, after the hearing officer has given notice of the review to the student and the student's parent or guardian. This review shall be limited to newly discovered evidence or evidence of changes in the student's circumstances occurring since the original hearing. This review may lead to a recommendation by the hearing officer that the student be readmitted for the upcoming school year. If the school board or board of education or a committee of such board took the final action to expel the student, the student may be readmitted only by action of the board. Otherwise the student may be readmitted by action of the Superintendent.

3. **Suspension of Enforcement of an Expulsion**: Enforcement of an expulsion action may be suspended (i.e., "stayed") for a period of not more than one full semester in addition to the balance of the semester in which the expulsion takes effect, and as a condition of such suspended action, the student may be assigned to a school, class, or program/plan and to such other consequences which the school district deems appropriate.

4. **Alternative School or Pre-expulsion Procedures.** The school shall either provide an alternative school, class or educational program for expelled students or shall follow the pre-expulsion procedures outlined in NEB. REV. STAT. 79-266.

Grounds for Long-Term Suspension, Expulsion or Mandatory Reassignment:

The following conduct constitutes grounds for long-term suspension, expulsion, or mandatory reassignment, subject to the procedural provisions of the Student Discipline Act, NEB. REV. STAT. § 79-254 through 79-296, when such activity occurs on school grounds, in a vehicle owned, leased, or contracted by a school being used for a school purpose or in a vehicle being driven for a school purpose by a school employee or by his or her designee, or at a school-sponsored activity or athletic event:

1. Use of violence, force, coercion, threat, intimidation, or similar conduct in a manner that constitutes a substantial interference with school purposes;
2. Willfully causing or attempting to cause substantial damage to property, stealing or attempting to steal property of substantial value, or repeated damage or theft involving property;

3. Causing or attempting to cause personal injury to a school employee, to a school volunteer, or to any student. Personal injury caused by accident, self-defense, or other action undertaken on the reasonable belief that it was necessary to protect some other person shall not constitute a violation of this subdivision;
4. Threatening or intimidating any student for the purpose of or with the intent of obtaining money or anything of value from such student;
5. Knowingly possessing, handling, or transmitting any object or material that is ordinarily or generally considered a weapon (*see also board policy on weapons and firearms*);
6. Engaging in the unlawful possession, selling, dispensing, or use of a controlled substance or an imitation controlled substance, as defined in section 28-401, a substance represented to be a controlled substance, or alcoholic liquor as defined in section 53-103.02 or being under the influence of a controlled substance or alcoholic liquor (*note: the term "under the influence" for school purposes has a less strict meaning than it does under criminal law; for school purposes, the term means any level of impairment and includes even the odor of alcohol on the breath or person of a student; also, it includes being impaired by reason of the abuse of any material used as a stimulant*);
7. Public indecency as defined in section 28-806, except that this prohibition shall apply only to students at least twelve years of age but less than nineteen years of age;
8. Engaging in bullying as defined in section 79-2,137 and in these policies;
9. Sexually assaulting or attempting to sexually assault any person if a complaint has been filed by a prosecutor in a court of competent jurisdiction alleging that the student has sexually assaulted or attempted to sexually assault any person, including sexual assaults or attempted sexual assaults which occur off school grounds not at a school function, activity, or event. For purposes of this subdivision, sexual assault means sexual assault in the first degree as defined in section 28-319, sexual assault in the second degree as defined in section 28-320, sexual assault of a child in the second or third degree as defined in section 28-320.01, or sexual assault of a child in the first degree as defined in section 28-319.01, as such sections now provide or may hereafter from time to time be amended;
10. Engaging in any other activity forbidden by the laws of the State of Nebraska which activity constitutes a danger to other students or interferes with school purposes; or
11. A repeated violation of any of the following rules if such violations constitute a substantial interference with school purposes:
    a. The use of language, written or oral, or conduct, including gestures, which is profane or abusive to students or staff members. Profane or abusive language or conduct includes, but is not limited to, that which is commonly understood and intended to be derogatory toward a group or individual based upon race, gender, national origin, or religion;
    b. Dressing or grooming in a manner which violates the school district's dress code and/or is dangerous to the student's health and safety, a danger to the health and safety of others, or which is disruptive, distracting or indecent to the extent that it interferes with the learning and educational process;
    c. Violating school bus rules as set by the school district or district staff;
    d. Possessing, using, selling, or dispensing tobacco, drug paraphernalia, an electronic nicotine delivery system, or a tobacco imitation substance or

packaging, regardless of form, including cigars, cigarettes, chewing tobacco, and any other form of tobacco, tobacco derivative product or imitation or electronic cigarettes, vapor pens, etc.;

e. Possessing, using, selling, or dispensing any drug paraphernalia or imitation of a controlled substance regardless of whether the actual substance possessed is a controlled substance by Nebraska law;
f. Possession of pornography;
g. Sexting or the possession of sexting images (a combination of sex and texting - the act of sending sexually explicit messages or photos electronically);
h. Engaging in hazing, defined as any activity expected of someone joining a group, team, or activity that humiliates, degrades or risks emotional and/or physical harm, regardless of the person's willingness to participate. Hazing activities are generally considered to be: physically abusive, hazardous, and/or sexually violating and include but are not limited to the following: personal servitude; sleep deprivation and restrictions on personal hygiene; yelling, swearing and insulting new members/rookies; being forced to wear embarrassing or humiliating attire in public; consumption of vile substances or smearing of such on one's skin; branding; physical beatings; binge drinking and drinking games; sexual simulation and sexual assault;
i. Bullying which shall include cyber-bullying, defined as the use of the internet, including but not limited to social networking sites such as Facebook, cell phones or other devices to send, post or text message images and material intended to hurt or embarrass another person. This may include, but is not limited to; continuing to send e-mail to someone who has said they want no further contact with the sender; sending or posting threats, sexual remarks or pejorative labels (i.e., hate speech); ganging up on victims by making them the subject of ridicule in forums, and posting false statements as fact intended to humiliate the victim; disclosure of personal data, such as the victim's real name, address, or school at websites or forums; posing as the identity of the victim for the purpose of publishing material in their name that defames or ridicules them; sending threatening and harassing text, instant messages or emails to the victims; and posting or sending rumors or gossip to instigate others to dislike and gang up on the target;
j. Violation of the district's computer acceptable computer use policy are subject to discipline, up to and including expulsion;
k. Knowingly possessing, handling, or transmitting any object or material that is ordinarily or generally considered a simulated or "look-a-like" weapon;
l. Using any object to simulate possession of a weapon; and
m. Any other violation of a rule or regulation established by a school district staff member pursuant to authority delegated by the board.

Due Process Afforded to Students Facing Long-term Suspension or Expulsion

The following procedures shall be followed regarding any long-term suspension, expulsion or mandatory reassignment

1. On the date of the decision to discipline, the Principal shall file with the Superintendent a written charge and a summary of the evidence supporting such charge.

2. The Principal shall serve the student and the student's parents or guardian with a written notice by registered or certified mail or personal service within two school days of the date of the decision to recommend long-term suspension or expulsion. The notice shall include the following:

    a. The rule or standard of conduct allegedly violated and the acts of the student alleged to constitute a cause for long-term suspension, expulsion, or mandatory reassignment, including a summary of the evidence to be presented against the student;

    b. The penalty, if any, which the principal has recommended in the charge and any other penalty to which the student may be subject;

    c. A statement that, before long-term suspension, expulsion, or mandatory reassignment for disciplinary purposes can be invoked, the student has a right to a hearing, upon request, on the specified charges;

    d. A description of the hearing procedures provided by the act, along with procedures for appealing any decision rendered at the hearing;

    e. A statement that the principal, legal counsel for the school, the student, the student's parent, or the student's representative or guardian has the right (i) to examine the student's academic and disciplinary records and any affidavits to be used at the hearing concerning the alleged misconduct and (ii) to know the identity of the witnesses to appear at the hearing and the substance of their testimony; and

    f. A form on which the student, the student's parent, or the student's guardian may request a hearing, to be signed by such parties and delivered to the principal or superintendent in person or by registered or certified mail.

3. When a notice of intent to discipline a student by long-term suspension, expulsion, or mandatory reassignment is filed with the superintendent, the student may be suspended by the principal until the date the long-term suspension, expulsion, or mandatory reassignment takes effect if no hearing is requested or, if a hearing is requested, the date the hearing examiner makes the report of his or her findings and a recommendation of the action to be taken to the superintendent, if the principal determines that the student must be suspended immediately to prevent or substantially reduce the risk of (a) interference with an educational function or school purpose or (b) a personal injury to the student himself or herself, other students, school employees, or school volunteers.

4. Nothing in this policy shall preclude the student, student's parents, guardian or representative from discussing and settling the matter with appropriate school personnel prior to the hearing stage.

5. If a hearing is requested within five days after receipt of the notice, the Superintendent shall appoint a hearing officer who shall follow the "hearing procedures" outlined below.

6. If a hearing is requested more than five school days following the receipt of the written notice, but not more than thirty calendar days after receipt, the Superintendent shall appoint a hearing officer who shall follow the "hearing procedures" outlined below, except that the time constraints set forth may differ as provided by law and this policy. The student shall be entitled to a hearing but the consequence imposed may continue in effect pending final determination.

7. If a request for hearing is not received within thirty calendar days following the mailing or delivery of the written notice, the student shall not be entitled to a hearing.

In the event a hearing is requested, the hearing, hearing procedures, the student's rights and any appeals or judicial review permitted by law shall be governed by the applicable provisions of the Nebraska Student Discipline Act (NEB. REV. STAT. § 79-254 to 79-294). The school district will provide parents with copies of the relevant statutes upon request.

Reporting Requirement to Law Enforcement

Violations of this section will result in a report to law enforcement if:

1. The violation includes possession of a firearm;
2. The violation results in child abuse;
3. It is a violation of the Nebraska Criminal Code that the administration believes cannot be adequately addressed solely by discipline from the school district;
4. It is a violation of the Nebraska Criminal Code that endangers the health and welfare of staff or students;
5. It is a violation of the Nebraska Criminal Code that interferes with school purposes;
6. The report is required or requested by law enforcement or the county attorney.

~~Administrative and teaching personnel may take actions regarding student behavior, other than those specifically provided in this policy and the Student Discipline Act, which are reasonably necessary to aid the student, further school purposes, or prevent interference with the educational process. Such actions may include, but need not be limited to, counseling of students, parent conferences, rearrangement of schedules, requirements that a student remain in school after regular hours to do additional work, restriction of extracurricular activity, or requirements that a student receive counseling, psychological evaluation, or psychiatric evaluation upon the written consent of a parent or guardian to such counseling or evaluation. Disciplinary consequences may~~

also include in-school suspension, Saturday School, and any other consequence authorized by law. District administrators may develop building-specific protocols for the imposition of student discipline. Further, students who qualify for special education services may have other procedures that apply as required by state and federal law.

In this policy, references to "Principal" shall include building principals, the principal's designee, or other appropriate school district administrators.

Any statement, notice, recommendation, determination, or similar action specified in this policy shall be effectively given at the time written evidence thereof is delivered personally to or upon receipt of certified or registered mail or upon actual knowledge by a student or his or her parent or guardian.

Any student who is suspended or expelled from school pursuant to this policy may not participate in any school activity during the duration of that exclusion including adjacent school holidays and weekends. The student activity eligibility of a student who is mandatorily reassigned shall be determined on a case-by-case basis by the principal of the building to which the student is reassigned.

Short-Term Suspension

The Principal may exclude students from school or any school function for a period of up to five school days (short-term suspension) on the following grounds:

1. Conduct constituting grounds for expulsion as hereinafter set forth; or,

2. Other violations of rules and standards of behavior adopted by the Board of Education or the administrative or teaching staff of the school, that occur on or off school grounds, if such conduct interferes with school purposes or there is a connection between such conduct and school.

The following process applies to short-term suspension:

1. The Principal shall make a reasonable investigation of the facts and circumstances. Short-term suspension shall be imposed only after a determination that the suspension is necessary to help any student, to further school purposes, or to prevent an interference with school purposes.

2. Prior to commencement of the short-term suspension, the student will be given oral or written notice of the charges against the student. The student will be advised of what he or she is accused of having done, be given an explanation of the evidence the authorities have, and be given an opportunity to explain the student's version of the facts.

3. Within 24 hours or such additional time as is reasonably necessary following the suspension, the Principal will send a written statement to the student, and the student's parent or guardian, describing the student's conduct, misconduct or violation of the rule or standard and the reasons for the action taken. An opportunity will be given to the student, and the student's parent or guardian, to have a conference with the Principal ordering the short-term suspension before or at the time the student returns to school. The Principal shall determine who, in addition to the parent or guardian, is to attend the conference.

4. Students who are short-term suspended will be given the opportunity to complete classwork including but not limited to examinations or other forms of student work showing academic progress.

Emergency Exclusion

Students may be emergency excluded from school pursuant to the board's separate policy on emergency exclusion or state law.

Weapons and/or Firearms

Students may be disciplined for the possession of weapons and/or firearms pursuant to the board's separate policy on weapons and firearms or state law.

Long-Term Suspension

Students may be excluded by the Principal from school or any school function for a period of more than five school days but less than twenty school days (long-term suspension) for any conduct constituting grounds for expulsion as hereinafter set forth. The process for long-term suspension is set forth below.

Expulsion

1. **Meaning of Expulsion.** Expulsion means exclusion from attendance in all schools, grounds and activities of or within the system for a period not to exceed the remainder of the semester in which it took effect unless the misconduct occurred (a) within ten school days prior to the end of the first semester, in which case the expulsion shall remain in effect through the second semester, or (b) within ten school days prior to the end of the second semester, in which case the expulsion shall remain in effect for summer school and the first semester of the following school year, or (c) unless the expulsion is for conduct specified in these rules or in law as permitting or requiring a longer removal, in which case the expulsion shall remain in effect for the period specified therein. Such action may be modified or terminated by the school district at any time during the expulsion period.

2. **Summer Review**. Any expulsion that will remain in effect during the first semester of the following school year will be automatically scheduled for review before the beginning of the school year. The review will be conducted by the hearing officer who conducted the initial expulsion hearing, or a hearing officer appointed by the Superintendent in the event no hearing was previously held or the initial hearing officer is no longer available or willing to serve, after the hearing officer has given notice of the review to the student and the student's parent or guardian. This review shall be limited to newly discovered evidence or evidence of changes in the student's circumstances occurring since the original hearing. This review may lead to a recommendation by the hearing officer that the student be readmitted for the upcoming school year. If the school board or board of education or a committee of such board took the final action to expel the student, the student may be readmitted only by action of the board. Otherwise the student may be readmitted by action of the Superintendent.

3. **Suspension of Enforcement of an Expulsion**: Enforcement of an expulsion action may be suspended (i.e., "stayed") for a period of not more than one full semester in addition to the balance of the semester in which the expulsion takes effect, and as a condition of such suspended action, the student may be assigned to a school, class, or program/plan and to such other consequences which the school district deems appropriate.

4. **Alternative School or Pre-expulsion Procedures.** The school shall either provide an alternative school, class or educational program for expelled students or shall follow the pre-expulsion procedures outlined in NEB. REV. STAT. 79-266.

Grounds for Long-Term Suspension, Expulsion or Mandatory Reassignment:

The following conduct constitutes grounds for long-term suspension, expulsion, or mandatory reassignment, subject to the procedural provisions of the Student Discipline Act, Neb. Rev. Stat. § 79-254 through 79-296, when such activity occurs on school grounds, in a vehicle owned, leased, or contracted by a school being used for a school purpose or in a vehicle being driven for a school purpose by a school employee or by his or her designee, or at a school-sponsored activity or athletic event:

1. Use of violence, force, coercion, threat, intimidation, or similar conduct in a manner that constitutes a substantial interference with school purposes;
2. Willfully causing or attempting to cause substantial damage to property, stealing or attempting to steal property of substantial value, or repeated damage or theft involving property;
3. Causing or attempting to cause personal injury to a school employee, to a school volunteer, or to any student. Personal injury caused by accident, self-defense, or other action undertaken on the reasonable belief that it was necessary to protect some other person shall not constitute a violation of this subdivision;
4. Threatening or intimidating any student for the purpose of or with the intent of obtaining money or anything of value from such student;
5. Knowingly possessing, handling, or transmitting any object or material that is ordinarily or generally considered a weapon (*see also board policy on weapons and firearms*);
6. Engaging in the unlawful possession, selling, dispensing, or use of a controlled substance or an imitation controlled substance, as defined in section 28-401, a substance represented to be a controlled substance, or alcoholic liquor as defined in section 53-103.02 or being under the influence of a controlled substance or alcoholic liquor (*note: the term "under the influence" for school purposes has a less strict meaning than it does under criminal law; for school purposes, the term means any level of impairment and includes even the odor of alcohol on the breath or person of a student; also, it includes being impaired by reason of the abuse of any material used as a stimulant*);
7. Public indecency as defined in section 28-806, except that this prohibition shall apply only to students at least twelve years of age but less than nineteen years of age;
8. Engaging in bullying as defined in section 79-2,137 and in these policies;
9. Sexually assaulting or attempting to sexually assault any person if a complaint has been filed by a prosecutor in a court of competent jurisdiction alleging that the student has sexually assaulted or attempted to sexually assault any person, including sexual assaults or attempted sexual assaults which occur off school grounds not at a school function, activity, or event. For purposes of this subdivision, sexual assault means sexual assault in the first degree as defined in section 28-319, sexual assault in the second degree as defined in section 28-320, sexual assault of a child in the second or third degree as defined in section 28-320.01, or sexual assault of a child in the first degree as defined in section 28-319.01, as such sections now provide or may hereafter from time to time be amended;
10. Engaging in any other activity forbidden by the laws of the State of Nebraska which activity constitutes a danger to other students or interferes with school purposes; or
11. A repeated violation of any of the following rules if such violations constitute a substantial interference with school purposes:
    a. The use of language, written or oral, or conduct, including gestures, which is profane or abusive to students or staff members. Profane or abusive language or conduct includes, but is not limited to, that which is commonly understood and intended to be derogatory toward a group or individual based upon race, gender, national origin, or religion;
    b. Dressing or grooming in a manner which violates the school district's dress code and/or is dangerous to the student's health and safety, a danger to the health and

safety of others, or which is disruptive, distracting or indecent to the extent that it interferes with the learning and educational process;

c. Violating school bus rules as set by the school district or district staff;
d. Possessing, using, selling, or dispensing tobacco, drug paraphernalia, or a tobacco imitation substance or packaging, regardless of form, including cigarettes, chewing tobacco, and any other form of tobacco or imitation, such as electronic cigarettes, vapor pens, etc.;
e. Possessing, using, selling, or dispensing any drug paraphernalia or imitation of a controlled substance regardless of whether the actual substance possessed is a controlled substance by Nebraska law;
f. Possession of pornography;
g. Sexting or the possession of sexting images (a combination of sex and texting - the act of sending sexually explicit messages or photos electronically);
h. Engaging in hazing, defined as any activity expected of someone joining a group, team, or activity that humiliates, degrades or risks emotional and/or physical harm, regardless of the person's willingness to participate. Hazing activities are generally considered to be: physically abusive, hazardous, and/or sexually violating and include but are not limited to the following: personal servitude; sleep deprivation and restrictions on personal hygiene; yelling, swearing and insulting new members/rookies; being forced to wear embarrassing or humiliating attire in public; consumption of vile substances or smearing of such on one's skin; branding; physical beatings; binge drinking and drinking games; sexual simulation and sexual assault;
i. Bullying which shall include cyber-bullying, defined as the use of the internet, including but not limited to social networking sites such as Facebook, cell phones or other devices to send, post or text message images and material intended to hurt or embarrass another person. This may include, but is not limited to; continuing to send e-mail to someone who has said they want no further contact with the sender; sending or posting threats, sexual remarks or pejorative labels (i.e., hate speech); ganging up on victims by making them the subject of ridicule in forums, and posting false statements as fact intended to humiliate the victim; disclosure of personal data, such as the victim's real name, address, or school at websites or forums; posing as the identity of the victim for the purpose of publishing material in their name that defames or ridicules them; sending threatening and harassing text, instant messages or emails to the victims; and posting or sending rumors or gossip to instigate others to dislike and gang up on the target;
j. Violation of the district's computer acceptable computer use policy are subject to discipline, up to and including expulsion; and
k. Any other violation of a rule or regulation established by a school district staff member pursuant to authority delegated by the board.

Due Process Afforded to Students Facing Long-term Suspension or Expulsion

The following procedures shall be followed regarding any long-term suspension, expulsion or mandatory reassignment

1. On the date of the decision to discipline, the Principal shall file with the Superintendent a written charge and a summary of the evidence supporting such charge.

2. The Principal shall serve the student and the student's parents or guardian with a written notice by registered or certified mail or personal service within two school days of the date of the decision to recommend long-term suspension or expulsion. The notice shall include the following:

a. The rule or standard of conduct allegedly violated and the acts of the student alleged to constitute a cause for long-term suspension, expulsion, or mandatory reassignment, including a summary of the evidence to be presented against the student;

b. The penalty, if any, which the principal has recommended in the charge and any other penalty to which the student may be subject;

c. A statement that, before long-term suspension, expulsion, or mandatory reassignment for disciplinary purposes can be invoked, the student has a right to a hearing, upon request, on the specified charges;

d. A description of the hearing procedures provided by the act, along with procedures for appealing any decision rendered at the hearing;

e. A statement that the principal, legal counsel for the school, the student, the student's parent, or the student's representative or guardian has the right (i) to examine the student's academic and disciplinary records and any affidavits to be used at the hearing concerning the alleged misconduct and (ii) to know the identity of the witnesses to appear at the hearing and the substance of their testimony; and

f. A form on which the student, the student's parent, or the student's guardian may request a hearing, to be signed by such parties and delivered to the principal or superintendent in person or by registered or certified mail.

3. When a notice of intent to discipline a student by long-term suspension, expulsion, or mandatory reassignment is filed with the superintendent, the student may be suspended by the principal until the date the long-term suspension, expulsion, or mandatory reassignment takes effect if no hearing is requested or, if a hearing is requested, the date the hearing examiner makes the report of his or her findings and a recommendation of the action to be taken to the superintendent, if the principal determines that the student must be suspended immediately to prevent or substantially reduce the risk of (a) interference with an educational function or school purpose or (b) a personal injury to the student himself or herself, other students, school employees, or school volunteers.

4. Nothing in this policy shall preclude the student, student's parents, guardian or representative from discussing and settling the matter with appropriate school personnel prior to the hearing stage.

5. If a hearing is requested within five days after receipt of the notice, the Superintendent shall appoint a hearing officer who shall follow the "hearing procedures" outlined below.

6. If a hearing is requested more than five school days following the receipt of the written notice, but not more than thirty calendar days after receipt, the Superintendent shall appoint a hearing officer who shall follow the "hearing procedures" outlined below, except that the time constraints set forth may differ as provided by law and this policy. The student shall be entitled to a hearing but the consequence imposed may continue in effect pending final determination.

7. If a request for hearing is not received within thirty calendar days following the mailing or delivery of the written notice, the student shall not be entitled to a hearing.

In the event a hearing is requested, the hearing, hearing procedures, the student's rights and any appeals or judicial review permitted by law shall be governed by the applicable provisions of the

Nebraska Student Discipline Act (NEB. REV. STAT. § 79-254 to 79-294). The school district will provide parents with copies of the relevant statutes upon request.

Reporting Requirement to Law Enforcement

Violations of this section will result in a report to law enforcement if:

1. The violation includes possession of a firearm;
2. The violation results in child abuse;
3. It is a violation of state law that the administration believes cannot be adequately addressed solely by discipline from the school district;
4. It is a violation of state law that endangers the health and welfare of staff or students;
5. It is a violation of state law that interferes with school purposes;
6. The report is required or requested by law enforcement or the county attorney.

EMERGENCY EXCLUSION

Grounds for Emergency Exclusion

Any student may be excluded from school in the following circumstances subject to the procedural provisions governing short term suspension found elsewhere in these policies or state law:

a) If the student has a dangerous communicable disease transmissible through normal school contacts and poses an imminent threat to the health or safety of the school community; or

b) If the student's conduct presents a clear threat to the physical safety of himself, herself, or others, or is so extremely disruptive as to make temporary removal necessary to preserve the rights of other students to pursue an education.

Any emergency exclusion shall be based upon a clear factual situation warranting it and shall last no longer than is necessary to avoid the dangers that prompted the exclusion.

Extension of Exclusion

In the event it is appropriate to consider the extension of an emergency exclusion (exclusion) of a student for more than five school days. Pursuant to the Student Discipline Act, the principal has the authority to exclude a student from school for five school days on an emergency basis. If the superintendent or superintendent's designee determines that it is appropriate to consider the extension of an exclusion beyond five days, such consideration shall be considered according to the procedures set forth below.

Notification of Student's Parent(s) or Guardian(s). The superintendent or the superintendent's designee shall notify the student's parent(s) or guardian(s) that the principal has proposed the extension of the exclusion. If the initial notice is oral, the superintendent shall confirm it in writing.

Opportunity to Request a Hearing. The student's parent(s) or guardian(s) may submit an oral request for a hearing on the proposed extension of the exclusion within two school days of receiving the initial notice. If the initial request for a hearing is oral, they shall confirm the request in writing.

Failure to Request a Hearing. If the parent(s) or guardian(s) do not request a hearing within two school days of receiving oral or written notice, the proposed extension of the exclusion shall automatically go into effect.

Appointment and Qualifications of a Hearing Examiner. If the parent(s) or guardian(s) request a hearing, the superintendent shall appoint a hearing examiner upon receiving a request for a hearing. The hearing examiner may be any person who did not bring charges against the student, is not to be a witness at the hearing, and has no involvement in the charge.

Hearing Examiner's Notice to Parent(s) or Guardian(s). The hearing examiner shall promptly give written notice of the time, date and place of the hearing. The hearing will be held within five school days after the school district receives the initial oral or written request; provided, the hearing may be held more than five school days after receipt of the request upon a showing of good cause. No hearing will be held on less than two (2) school days' notice unless otherwise agreed to by the student's parent(s) or guardian(s) and school officials.

Continued Exclusion. If a hearing is requested, the principal may determine in his or her sole discretion that the student shall remain excluded from school until the hearing officer makes a recommendation to the superintendent.

Examination of Student's Records and Affidavits. Prior to the hearing, the student and his/her parent(s) or guardian(s) shall have the right to examine and have school officials explain the student's records and any affidavits that will be used by school officials at the hearing.

Attendance at Hearing. The hearing may be attended by the hearing examiner, the principal (or designee), the student, and the student's parents or guardian(s). The student may be represented at this hearing by a representative of the family's choice.

Student's Witness(es). The student and his/her parent(s) or guardian(s) may ask any person with knowledge of the events leading up to the sanction or with general knowledge of the student's character to testify on behalf of the student. If school personnel or other students are requested to testify by the student's parent(s) or guardian(s), the hearing officer shall endeavor to help obtain the presence of such witnesses at the hearing.

Right to Know Issues and Nature of Testimony. The student and his/her parent(s) or guardian(s) have the right to request in advance of the hearing the issues which the administration will propose in support of the extension, and the general nature of the testimony of any administrative or expert witnesses.

Presence of Student and Witnesses at the Hearing. The student and witnesses may be excluded at the discretion of the hearing examiner in accordance with state statutes. The student may speak in his/her own defense and may be questioned on such testimony, but may choose not to testify.

Sworn or Affirmed Testimony. The principal or his or her designee shall present evidence supporting the recommended extension of the exclusion. Witnesses will give testimony under oath of affirmation, and may be questioned.

Hearing Examiner's Report and Recommendations. The hearing examiner shall prepare a report of his or her findings and recommendations, and forward the report to the superintendent.

Superintendent's Decision. The superintendent will review the hearing examiner's report and determine whether to extend the exclusion. He or she shall have the decision delivered or sent by registered or certified mail to the student, student's parent(s), or guardian(s). If the superintendent decides to extend the exclusion, the extension will take effect immediately.

DISCIPLINE FOR OFF-CAMPUS BEHAVIOR

Students may be subject to discipline for conduct that does not occur on school grounds, at a school-sponsored activity or athletic event, or in a school vehicle if such conduct causes a substantial or significant disruption to the educational process. Such discipline may include, but is not necessarily limited to: counseling of students; parent conferences; rearrangement of schedules; requirements that a student remain in school after regular hours to do additional work; restriction of extracurricular activity; requirements that a student receive counseling, psychological evaluation, or psychiatric evaluation upon the written consent of a parent or guardian to such counseling or evaluation; in-school suspension; short-term suspension; emergency exclusion if the student's conduct presents a clear threat to the physical safety of himself, herself, or others, or is so extremely disruptive as to make temporary removal necessary to preserve the rights of other students to pursue an education; and/or any other consequence determined appropriate by the administration and allowed by law. The failure to serve or comply with the disciplinary consequences as directed will serve as grounds for further discipline, up to and including expulsion from school.

DANCES

All currently enrolled Ralston High School students in good academic and behavior standing and their parents/guardians are cordially encouraged to attend dances held by our school. In order to maintain a safe environment for all attendees, students may be subject to drug/alcohol screening checks prior to entry. Students who have been suspended or have been mandatorily reassigned will be ineligible to attend dances or social functions held within the suspension/reassignment time. Additionally, at administrator's discretion, students who have repeated disciplinary/attendance/tardy infractions or are academically at risk in the weeks leading up to a dance may be ineligible to attend. **All students and guests must present identification prior to admittance to any dance sponsored by Ralston High School.**

Outside Dates:

1. All outside dates must be registered a minimum of 3 school days prior to the dance.
2. Anyone not registered the night of the dance will not be allowed entry.
3. One outside date per RHS student.
4. If the outside date is removed from the dance, the RHS student who brought him/her will also be removed.
5. All dance attendees will follow all school rules, regardless of age.

Dress Code:

1. ~~No visible undergarments will be allowed.~~
2. ~~Strapless and spaghetti strap type dresses will be allowed.~~
3. ~~Backless dresses may not go lower than the waist line~~
4. ~~No plunging necklines~~
5. ~~No sagging pants~~
6. If a supervisor deems clothing inappropriate, the student will need to change, add clothing to what they are wearing, or be removed from the dance.

Dance Behavior:

1. ~~No bumping, grinding, twerking or the like will be allowed.~~
2. If dancing is inappropriate, the student(s) involved will be asked to leave without additional warning or refund
3. All students need to make ride arrangements to be picked up at the conclusion of the dance. Any student on school grounds 30 minutes following a dance may be prohibited from attending the next school dance.

Eligibility Requirements for Dance Royalty

Seniors who are in their 4th year of high school are eligible for Homecoming or Prom royalty provided they meet the following conditions as confirmed by administration:

1. Have been involved in at least two (2) school sponsored activities during high school.
2. No suspensions during the current school year.
3. Seniors ~~will~~ can be on court for any or all dances until they have been named King or Queen. ~~only be eligible for one dance royalty selection per school year.~~

DEMERITS/MERITS

Students who are tardy, unexcused absent/truant, disruptive, disrespectful, or failing to follow school rules may accumulate demerits that can result in detention(s), Saturday school, suspension, loss of privileges and a recommendation for reassignment or expulsion. Students may be suspended at 10 and 15 demerits and may be recommended for reassignment or expulsion with loss of credit for the semester at 20 demerits. Accumulated demerits apply to the entire year and notification will be sent home.

DRESS CODE

The school dress code is based on the principle that student dress is a responsibility of each student's parents/guardians. For this reason, we feel that many of the restrictions on dress code and grooming should originate with the parent/guardian rather than with the school administration.

The dress code should allow for individualism and meet the current trend of changing styles. However, when a style becomes extreme, the matter will be discussed with the student. Students wearing clothing that is deemed inappropriate may be sent home or have proper clothing delivered by a parent or wear clothing stored in the office for dress code violations. Students who refuse to comply will face disciplinary action.

1. Appearance which is disruptive, according to the staff, will not be allowed. Students may be referred to administration for final approval. Automatically included in this category are:
    a. Any clothing that is offensive or distracting to the learning environment. (Clothing with vulgar, obscene, profane, suggestive or otherwise inappropriate drawings or slogans)
    b. No sagging pants. No undergarments may be showing i.e. underwear and/or undershorts.
    c. No bare midriffs or strapless tops
    d. Pants/clothing with tears/missing fabric that reveals excessive skin. Pants with tears/rips must not be on the upper thigh portion of the shorts or pants
2. Students must wear shoes or sandals at all times, no slippers.
3. Students will not be allowed to wear hats, caps, bandanas, ~~bandanas worn as headbands~~, hoods, or other head coverings that are not related to an individual's religious/cultural beliefs. Those items are to be kept IN LOCKERS during the day from 7:30 to 3:30. ~~Bandana printed items may not be worn or displayed~~
4. Coats are generally not needed in school and should not be worn in class unless a teacher determines coats are needed.
    a. What is NOT allowed? Any coat that is generally worn as an OUTSIDE coat for warmth is not allowed. Not allowed are heavy overcoats, ski jackets, rainwear, or any lined jackets.
    b. What IS allowed? One layer cotton lining inside a windbreaker, unlined windbreaker, and pullover or zippered sweatshirts are acceptable for indoor wear.
    c. Sweatshirts with hoods are allowed but the **hoods must be down at all times** during the school day. Students who violate the dress code policy will be subject to further school discipline which may include loss of privileges, suspension, and or reassignment.
5. Students are expected to carry a school-issued identification card at all times during the school day. See "identification Cards" for more specific details.

ELECTRONIC DEVICES

Ralston High School recognizes the increased use of electronic devices in society and also recognizes their value when used properly. Our primary concern is the academic success of students since the misuse of electronic devices can interfere with student learning. We also understand the need for parents to occasionally contact their student; however, it is best to call the office and a note will be sent to the student. **Students are not allowed to check their device or**

respond to parent contacts during class time. Students are not allowed to have headphones in their ears during class time. The following rules will govern the use of electronic devices at the high school:

1. Students must follow the school electronic policy as stated above. Staff may confiscate electronic devices and or headphones if students fail to comply with those expectations. Students who refuse to to turn their electronic devices over to the teacher will be sent to the administrator's office and a parent will be contacted.
2. Electronic devices may be used, before and after school, during lunch, and during passing periods.
3. Electronic devices may NOT be used in the theater, when guest speakers are presenting, during school assemblies or other times as announced.
4. Students must discontinue use of any electronic device when so instructed by any staff member at any time during the school day;
5. Electronic devices that are confiscated by staff will give the student their electronic device back at the end of the class period.
6. The taking, disseminating, transferring, or sharing of obscene, pornographic, lewd, or otherwise illegal images or photographs, whether by electronic data transfer or otherwise (commonly called texting, sexting, e-mailing, etc.) may constitute a crime under state and/or federal law. Any person engaged in these activities while on school grounds, in a school vehicle or at a school activity will be subject to the disciplinary procedures of the student code of conduct. Any student found to be in possession of obscene, pornographic, lewd, or otherwise illegal images or photographs will be promptly referred to law enforcement and/or other state or federal agencies, which may result in arrest, criminal prosecution and possible inclusion on sex offender registries.

FIGHTING

Fighting (verbal or physical) or instigating a fight will not be tolerated. Being involved in a fight may result in consequences up to and including reassignment/expulsion and legal authorities being involved.

FIRE AND DISASTER DRILLS

We at Ralston High School take the safety and security of our students and staff very seriously. As a result, we have instituted a safety plan that we feel will be very beneficial in the event that an emergency situation would occur at any of our schools. Included below, you will find a web link for the safety system referred to as the Standard Response Protocol or SRP. The SRP system has been incorporated into several school districts in the Omaha Metro area. Currently all Sarpy County schools have implemented some form of SRP into their current safety plans as well as some Douglas County schools.

At RHS we will practice evacuation drills, sheltering in place drills and lockdown/lockout drills over the course of the the school year. We provide this information to you so you have knowledge of our plan and have an idea of how our school will respond in the case of an emergency.

We also have included a listing of our reunification site in case we would need to evacuate RHS. While we hope that these plans will not have to be used, we will continue as a school to prepare as best we can for an emergency event.

Reunification Plan for Ralston High School

In the event of an emergency that would require the evacuation, RHS students and staff would report to the reunification sites listed below. If an emergency were to occur we would attempt to communicate with our parents through the use of our mass call/email/text program to provide updates along with instructions for how best to help us navigate the emergency. We will need to account for each student during the time of reunification, please prepare yourself mentally that there will be a check out procedure for each student that we will run as efficiently as possible.

While we hope that we will never have to use this reunification plan, we feel that preparation is the key to best managing an emergency event.

Ralston High School - Ralston Arena at 7300 Q Street.

FIREWORKS, SMOKE BOMBS, ETC.

The school will have a zero tolerance level for any fireworks, smoke bombs, or any other such disruptive products. Any such offense may result in consequences including, but not limited to suspension and/or recommendation for reassignment/expulsion, and law enforcement being involved.

FOOD AND BEVERAGE

Food and drink may not be taken out of the cafeteria. Pre-packaged food and bottled water may be allowed in classrooms and carpeted areas at the teacher's discretion. Students are responsible for disposal and clean-up associated with food/drink.

Due to Federal food regulations, unless prior arrangements have been made with administration, no outside food is allowed during lunch except a sack lunch from home, and food will only be allowed outside the cafeteria in designated areas. Deliveries of food from local establishments to students during the school day are not allowed.

FUNDRAISING ACTIVITIES/CANDY SALES

No fund raising activities will be sponsored without the Athletics/Activities Director's consent.

HALL REGULATIONS

Students will be allowed in the halls only during passing periods or with a signed pass.

HARASSMENT

The school will have a zero tolerance level for any harassment towards any student or adult. Harassment consists of verbal or physical behaviors related to a person's gender, race or sexual orientation which creates an intimidating, hostile, or offensive environment. Conduct, such as intimidation, hostility, rudeness, or name calling can be abusive and, therefore, harassment. (Reference. Title VII,Sec. 703 Civil Rights Act of 1964 - revised Civil Rights Act of 1991)

Consequences for harassment may result in consequences up to and including reassignment/expulsion and legal authorities being involved.

BULLYING (Policy 5054)

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

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

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

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

Without limiting the foregoing, a student who engages in bullying behavior that materially and substantially interferes with or disrupts the educational environment, the district's day-to-day operations, or the education process, regardless of where the student is at the time of engaging in the bullying behavior, may be subject to discipline to the extent permitted by law.

Sexual Discrimination and Sexual Harassment of Students (Policy 5026)

I. Sex Discrimination
   A. The district prohibits discrimination on the basis of sex in any educational program or activity except when it is necessary to accomplish a specific purpose that does not impinge upon essential equality or fairness in the treatment of students or employees. Employees are required to comply with this policy as well as with Title IX of the Education Amendments of 1972 and the regulations of the U.S. Department of Education as applicable to this district.
   B. Any individual who believes he or she is being discriminated against on the basis of race, color, national origin, sex (including pregnancy), gender identity, gender expression, sexual orientation, religion, marital status, disability, age or any other classification protected by applicable local, state, or federal laws may seek relief by filing a complaint pursuant to the board's complaint policy or contacting the district's Title IX coordinator.

II. Sexual Harassment
   A. Students should be provided with an environment that is free from unwelcome sexual advances, requests for sexual favors and other verbal or physical conduct constituting sexual harassment. The board of education unequivocally prohibits sexual harassment of its students, even when the affected student does not complain to the faculty or the administration.
   B. Sexual harassment is a form of misconduct that wrongfully deprives students of their dignity and the opportunity to study and be in an environment free from unwelcome sexual overtones. Sexual harassment includes all unwelcome sexual advances, requests for sexual favors and other such verbal or physical misconduct. Sexual harassment means:
   C. Unwelcome sexual advances, requests for sexual favors, and other verbal or physical misconduct of a sexual nature constitutes sexual harassment when such conduct has the purpose or effect of unreasonably interfering with an individual's educational opportunities or creates an intimidating, hostile or offensive learning environment.
   D. A student who feels he or she has been sexually harassed should directly inform the offending student that the conduct or communication is offensive and must stop. If the student does not wish to communicate directly with the offending student, or if direct communication has been ineffective, the student should report the conduct or communication to the Title IX coordinator or to a teacher, principal or counselor with whom she or he feels comfortable.
   E. Retaliation against students who make good faith reports of sexual harassment is prohibited.

III. Disciplinary Decisions
   A. A decision to take disciplinary action under this policy may be based on the statements of a complaining student, statements, observations of educators, or any other credible evidence.
   B. All complaints against staff members will follow the investigation, decision, and appeal process established in the district's complaint policy.
   C. Any student who sexually harasses another student will be subject to discipline up to and including expulsion, depending on the severity of the misconduct, as established in the district's student discipline policy.

HEALTH SERVICES AND REGULATIONS

Students are not to leave the building during the school day without permission from the nurse or principal; students must sign out properly before leaving the building. A registered nurse is on call at all times. An ill or injured student may not leave school until permission of the parent/guardian, or the person designated by the parent/guardian, has been received.

The school district will not purchase, prescribe, or provide any form of medicine to any student. Parents/guardians of students who must take physician prescribed medicine during the school day will consult with the school nurse to make necessary provisions.

A Health Record Card is on file for each student in the nurse's office. Students are requested to keep this card up to date by reporting to the nurse any booster shots, or any pertinent information that should be recorded.

All Ralston High School students must comply with state immunization requirements. All students must have dates (month and year) on file for the following immunizations prior to the beginning of school:

- 3 doses of DTaP, DTP, DT, or Td vaccine, one given on or after the 4th birthday
- 3 doses of polio vaccine
- 3 doses of pediatric Hepatitis B vaccine or 2 doses of adolescent Hepatitis B vaccine if student is 11-15 years of age
- 2 doses of MMR or MMRV vaccine, given on or after 12 months of age and separated by at least one month
- **2 dose of varicella (chickenpox)** or MMRV if given on or after 12 months of age and prior to 13 years of age. If given over 13 years of age, 2 doses of varicella, separated by at least one month. Written documentation (including year) of varicella disease from parent, guardian, or health care provider will be accepted *** This is a new requirement starting July 1st 2011, previously only 1 dose was required.**

If you cannot receive the required immunization for <u>medical or religious reasons,</u> please contact school officials. Failure to do so will result in exclusion from classes. (Nebraska School Law 79.217-233)

HOMEROOM

Each student will be assigned to a Homeroom led by a certified teacher. All students are expected to report to Homeroom. The homeroom groups will meet regularly for activities that include, but are not limited to: character development and career planning curriculum, team-building activities, "housekeeping" activities such as announcements and voting (class officers, dance royalty, etc.), and registration for the following year's courses. Attendance is required for homeroom as it would be for any other scheduled class and consequences assigned accordingly for tardies and/or failure to attend. Credit will be awarded based on student's participation.

IDENTIFICATION CARDS

All Ralston High School students will be issued an ID Card. The unaltered ID card will be used for student identification, activity card status, lunchroom account use, library use, and other general purposes at school and school events. These pictured cards will be issued at no cost. All ID Cards are the property of RHS and are kept by the student until the end of the school year.

All students must have the ID Card in their immediate possession when they are in school or at school events. This may include hanging from a lanyard worn around the neck, in a purse or wallet, or in the student planner or notebook. Students must present their ID when requested to do so by a staff member. Students without an unaltered ID Card or students refusing to show an ID Card to a staff member may be referred to the office for administrative disciplinary action.

Students will be expected to show their ID at the security camera when requesting access to secured doors during the school day. Students will also be expected to use their ID in the cafeteria. Those who fail to carry their ID card when entering the cafeteria will be expected to wait at the end of the line and utilize a specified checkout station so identity can be verified prior to funds being

charged. Students who have their ID will be allowed to access the serving area first and scan their cards at checkout stations for faster service.

Lost cards should be reported to the main office and a replacement will be issued for a charge of $5.00. New lanyards can be purchased for $1.00.

INTERNET AND COMPUTER ACCESS (Policy 5037)

I. **Student Expectations in the Use of the Internet**

A. **Acceptable Use**

1. Students may use the Internet to conduct research assigned by teachers.
2. Students may use the Internet to conduct research for classroom projects. Students may use the Internet to gain access to information about current events.
3. Students may use the Internet to conduct research for school-related activities.
4. Students may use the Internet for appropriate educational purposes.

B. **Unacceptable Use**

1. Students shall not use school computers to gain access to material that is obscene, pornographic, harmful to minors, or otherwise inappropriate for educational uses.
2. Students shall not engage in any illegal or inappropriate activities on school computers, including the downloading and copying of copyrighted material.
3. Students shall not use e-mail, chat rooms, instant messaging, or other forms of direct electronic communications on school computers for any unauthorized or unlawful purpose or in violation of any school policy or directive.
4. Students shall not use school computers to participate in online auctions, online gaming or mp3/mp4 sharing systems.
5. Students shall not disclose personal information, such as their names, school, addresses, or telephone numbers outside the school network.
6. Students shall not use school computers for commercial advertising or political advocacy of any kind without the express written permission of the system administrator.
7. Students shall not publish web pages that purport to represent the school district or the work of students at the school district without the express written permission of the system administrator.
8. Students shall not erase, rename or make unusable anyone else's computer files, programs or disks.
9. Students shall not share their passwords with fellow students, school volunteers or any other individuals, and shall not use, or try to discover, another user's password.
10. Students shall not copy, change or transfer any software or documentation provided by the school district, teachers or another student without permission from the system administrator.
11. Students shall not write, produce, generate, copy, propagate or attempt to introduce any computer code designed to self-replicate, damage, or otherwise hinder the performance of any computer's memory, file system, or software. Such software is often called, but is not limited to, a bug, virus, worm, or Trojan Horse.
12. Students shall not configure or troubleshoot computers, networks, printers or other associated equipment, except as directed by a teacher or the system administrator.
13. Students shall not take home technology equipment (hardware or software) without permission of the system administrator.
14. Students shall not forge electronic mail messages or web pages.

II. **Enforcement**

A. Methods of Enforcement

1. The district monitors all Internet communications, Internet usage and patterns of Internet usage. Students have no right of privacy to any Internet communications or other electronic files. The computer system is owned by the school district. As with

any school property, any electronic files on the system are subject to search and inspection at any time.

2. The school district uses a technology protection measure that blocks access to some Internet sites that are not in accordance with the policy of the school district. Standard use of the Internet utilizes a proxy server-based filter that screens for non-curriculum related pages.
3. Due to the nature of filtering technology, the filter may at times filter pages that are appropriate for student research. The system administrator may override the technology protection measure for the student to access a site with legitimate educational value that is wrongly blocked.
4. The school district staff will monitor students' use of the Internet through direct supervision and by monitoring Internet use history to ensure enforcement of the policy.

B. Consequences for Violation of this Policy

1. Access to the school's computer system and to the Internet is a privilege, not a right. Any violation of school policy and rules may result in:
   a. Loss of computer privileges;
   b. Short-term suspension;
   c. Long-term suspension or expulsion in accordance with the Nebraska Student Discipline Act; and
   d. Other discipline as school administration and the school board deem appropriate.
2. Students who use school computer systems without permission and for non-school purposes may be guilty of a criminal violation and will be prosecuted.

III. **Children's Online Privacy Protection Act (COPPA)**

A. The school will not allow companies to collect personal information from children under 13 for commercial purposes. The school will make reasonable efforts to disable advertising in educational computer applications.

B. This policy allows the school to act as an agent for parents in the collection of information within the school context. The school's use of student information is solely for education purposes.

POLICY 5063 AUDIO & VIDEO RECORDING

Students and their parents or guardians should assume that any class in which students are enrolled may be recorded by the school district or other students for legitimate educational purposes. Recordings permitted pursuant to this policy may only be used by students for personal academic purposes and may not be republished without additional, written consent from a school administrator. For purposes of this policy "recording" includes still photographs, video, audio, and other similar data captured in any medium.

LEAVING SCHOOL DURING THE DAY

Students are not allowed to leave the school building during the school day unless permission has been granted from an administrator or the school nurse. Students will not be allowed to leave the school premises without permission from the parents or guardian. This permission can be granted by a phone call to an administrator or the attendance secretary. Students who leave the building without permission and return to the building will be searched and other appropriate consequences assigned.

LOCKERS

The first week of school 9th and 10th grade students will be assigned a locker. Junior and Senior students may see the main office to request a locker. Students may **NOT** switch lockers with

another student without permission from the office. Sharing of lockers is not allowed. All lockers are property of the school and are available to students for their use. As school property, lockers are subject to inspection/search at any time by school officials. Students should not expect privacy regarding any item placed in a locker. Students are responsible for whatever is contained in their lockers.

Students should not give locker combinations to anyone, and should not keep valuable items in a school locker. The school cannot assume any liability for loss or theft of a student's money or valuables.

LUNCH

Each Ralston High student will be provided with a 30-minute period for lunch. Students must report to and remain in one of the designated lunch areas. Students must request a pass to leave an area once they have reported to that location. No food from outside establishments is permitted in the building.

Students are expected to behave with respect, responsibility and safety in mind during the lunch period. This includes picking up their table/space. Students who leave trays/food/trash behind or otherwise cause disruption in the cafeteria will be subject to disciplinary action, up to and including mandatory reassignment from Ralston High School.

Students must have their ID Card with available funds in the account to purchase lunch, or pay with cash. Households are expected to maintain a positive school meals account. All meals are charged to each student's meal account and must be paid for. Any student with a negative meal account will not be allowed to purchase ala carte food items, such as additional entrees, bottles water, etc. Students who fail to carry their ID card when entering the cafeteria will be expected to wait at the end of the line and utilize a specified checkout station so identity can be verified prior to funds being charged. Students who have their ID will be allowed to access the serving area first and scan their cards at checkout stations for faster service.

Nondiscrimination Statement

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex, disability, age, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA.

Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotape, American Sign Language, etc.), should contact the Agency (State or local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, (AD-3027) found online at: http://www.ascr.usda.gov/complaint_filing_cust.html, and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by:

Mail: U.S. Department of Agriculture
Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue, SW
Washington, D.C. 20250-9410

(1) Fax: (202) 690-7442; or

(2) Email: program.intake@usda.gov

This institution is an equal opportunity provider.

~~LUNCH NON-DISCRIMINATION POLICY~~

~~The United States Department of Agriculture's required nondiscrimination Statement: This explains what to do if you believe you have been treated unfairly. In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, religion, sex, gender identity (including gender expression), sexual orientation, disability, age, marital status, family/parental status, income derived from a public assistance program, political beliefs, or reprisal or retaliation for prior civil rights activity, in any program or activity conducted or funded by USDA (not all bases apply to all programs). Remedies and complaint filing deadlines vary by program or incident.~~

~~Persons with disabilities who require alternative means of communication for program information (e.g., Braille, large print, audiotape, American Sign Language, etc.) should contact the responsible Agency or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.~~

~~To file a program discrimination complaint, complete the USDA Program Discrimination Complaint Form, AD-3027, found online at How to File a Program Discrimination Complaint and at any USDA office or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by: (1) mail: U.S. Department of Agriculture, Office of the Assistant Secretary for Civil Rights, 1400 Independence Avenue, SW, Washington, D.C. 20250-9410; (2) fax: (202) 690-7442; or (3) email:program.intake@usda.gov. USDA is an equal opportunity provider, employer, and lender~~

MAKE-UP WORK DUE TO ABSENCE

It is difficult to make up all work missed due to absence or suspension since student interaction, discussion, and laboratory experiments cannot be replicated. A student may be allowed to make up all possible classroom work when an absence occurs. Students may also make up any missed tests because of absences. **It is advisable for work to be completed prior to anticipated absences.** Under typical circumstances the student should be allowed 2 days to make up work for each day of **excused** absence. Students who are absent due to a special request during the last 3 days of a term may not be allowed to make up final tests without **advanced** administrative approval.

A parent/guardian may request make-up work to be collected and available for pick up in the office for students who will be absent.

MAKE-UP WORK DUE TO SUSPENSION

Refer to section DISCIPLINE, STUDENT on page 18.

MEDIA CENTER / LIBRARY / COMPUTER LAB

General Information and Expectations

1. The library is open from 7:40a.m. until 3:40 p.m. when school is in session.
2. Books may be checked out for a three-week period.

3. Back issues of magazines may be checked out for a three-week period. Current magazines must be read in the library.
4. A total of 10 items can be checked out at one time.
5. Students must use their student ID Card to check out materials. Students are responsible for any late, lost, or damaged materials checked out in their name.
6. Students should not check out books for another student using their ID Cards.
7. Students must have a pass signed by a teacher to be in the Computer Lab or Library during school hours, unless they are with their class or have Open Campus.
8. Food, drink, and electronic devices are only allowed in the Computer Lab or any Media Center area with advanced staff permission.
9. Computers must be used for school purposes only and for the reason assigned by the teacher. Games/social sites and personal e-mail are not permitted without advance staff permission.

MEDIA CENTER / LIBRARY / COMPUTER LAB

Copyright Guidelines for Computer Usage

In order to comply with Public Law 96-517, Section 10(b) which amends Section 117 of Title 17 of the United States Code and Policy EGAAB of the School District of Ralston the following guidelines shall be followed by all faculty, staff, and students.

1. Under no circumstances shall illegal copies of copyrighted software be made or used on school equipment.
2. Software that resides on a school computer's hard drive, network, disk, CD-ROM, or other storage device shall not be copied or transferred to another medium of storage.
3. Shareware and public domain software must be reviewed and registered with the school's Technology Management Team before it may be used on school's equipment.
4. Games or other programs that do not have a specific educational purpose shall not be used on school equipment.
5. Pornographic or obscene materials used via Internet or other software is prohibited. Faculty, staff or students in violation of these guidelines may have computer privileges restricted and other disciplinary action may be taken.

MEDICATION POLICY

All medication, prescription and over the counter (OTC), MUST be stored in the nurse's office. The School District, via the school nurse or health aide, will administer medication prescribed by licensed health professionals. Students will be allowed to administer their own prescription medication in the nurse's office with parental permission and authorization of the school nurse or health aide.

Students who carry medication in purses/bags/locker may face consequences up to and including mandatory reassignment from Ralston High School and law enforcement notification. (Board Policy 5024)

The district will stock and use naloxone when necessary, in accordance with policy 3051

NATIONAL HONOR SOCIETY

To apply for consideration for membership in National Honor Society:

1. Student must be a junior or senior with a *cumulative* GPA of 3.5 or higher.
2. Student must complete a National Honor Society resume listing at least 2 school activities.
3. Juniors must have 20 hours of approved community service turned in by mid October; Seniors, 30 hours.
4. Student must acquire validation of outstanding leadership and character on forms filled out by adult leaders.

PARKING

Students are allowed to park in the East parking lot in designated areas with a parking permit. Students are **NOT** allowed to park in the staff lot or other non-designated areas around the building.

To secure a permit for a parking space, students must show a driver's license, complete an application, and purchase a permit for $5.00. The parking permit must be visible from the aisle. The car will be ticketed if parked in a non-designated area and if the permit is not displayed. Failure to pay fines within one month may result in the parking privilege being revoked. The permit is valid only for the vehicle for which it is issued. Disregarding parking areas or willful reckless driving may result in ticketing, towing, or loss of parking privileges.

Students should keep cars locked at all times. The school cannot assume any liability for damage or theft to vehicles parked on school property.

PERSONAL PROPERTY, STUDENTS

The school does not assume responsibility for lost or stolen personal property. A report may be filed with the school resource officer.

PHYSICAL EDUCATION, MEDICAL EXCUSES

Any student who must be excused from physical education classes for a day must secure a medical excuse form from the school nurse prior to the period to be missed. Parent/Guardian permission must be given. The student must attend the class period, but need not follow the rigorous activities for the day. Students who miss physical education classes in such fashion may lose points and/or be expected to make up the missed time.

PLAGIARISM

Plagiarism is a form of copying another's work and using it as one's own. Plagiarism shall be considered an academic offense in any Ralston High School class. Any student found guilty of plagiarism shall be penalized. Penalties may include a failing grade for the assignment and other appropriate consequences.

Examples of plagiarism:

- Copying and pasting a passage of text unchanged from an internet or online resource without citing the source.
- Copying slides from another student's PowerPoint and including them in your project.
- Copying pictures from Google Images and inserting those into your paper or project without citing the source (photographer's credit or location where the picture was found).
- Copying word-for-word from a printed resource (encyclopedia, magazine, etc.) and claiming it as your own.
- Copying an idea or format for a story or poem and claiming it as your own.

POSSESSION OR USE OF TOBACCO PRODUCTS

The use or possession of any tobacco product, including cigarettes, cigars, or other tobacco or tobacco derivative products; vapor products or electronic nicotine delivery systems;, alternative nicotine products;, or any other such look-alike or imitation product, is not permitted on school property at any time (Policy 3016).

~~The use or possession of any tobacco product, including the use of vapor products, alternative nicotine products, or any other such look-alike product, is not permitted on school property at any time. Selling and/or dispensing such products by students is also prohibited on school property and/or at school sponsored activities.~~ Any student caught in violation of this policy may be assigned consequences up to and including mandatory reassignment from Ralston High School. Additional disciplinary action may be invoked for students involved in extracurricular activities or athletics

(refer to the activities/athletic portion of the handbook).

POSSESSION OR USE OF ALCOHOL AND/OR OTHER DRUGS (Policy 5035)

When a student is found using, possessing or under the influence of alcohol, marijuana, unauthorized prescription or OTC drugs, or other illegal drugs including paraphernalia or look-alikes either at school or at school related functions, whether they take place during the school day or at sporting events, dances, plays, intramurals, or retreats held outside the school day, on or off campus, the following disciplinary actions may be taken and law enforcement notified.

1. Sanctions on School Grounds or at School Events
   a. First Offense. Suspension from school for 5-19 days. Parents/Guardians, at their own expense, may choose to enroll their student in a District approved drug/alcohol education program. Legal authorities will be contacted. (79-293 Reissue 1996)
   b. Second Offense. Mandatory reassignment/expulsion. Legal authorities shall be contacted. (79-267(6), 293 Reissue 1996).

POSTERS, SIGNS and PUBLICATIONS

A sponsor and an administrator must approve all posters, signs and publications before they can be displayed or distributed. Display areas are provided. ONLY painter's tape may be used to hang posters in the building.

R-KIDS

RKIDS is the school management portal for student information. Parents will be provided a username and password for their student's RKids account. Parents are encouraged to monitor their student's progress.Parent may contact the main office to set up an RKIDS account to access students grades, assignments, and attendance.

SCHEDULE CHANGE AND WITHDRAWAL FROM CLASS

Due to the time spent with the Individual Learning Plans and the focus spent on planning for a career, along with the commitments to hiring and resources being based on students' course requests, there are only a few ways a schedule will be changed: if there is an irresolvable conflict caused by the master schedule; if there was an "F" in the specific curriculum area on the previous report card; if a student picks up an approved class from Metro, UNO, or an internship; if the student is scheduled into a course for which credit was previously earned; if a course has been scheduled out of sequence (ex. French 2 before French 1); if a Senior is missing a class required for graduation; or if a student is scheduled with a teacher from whom he/she previously earned an "F" for the class in question. These changes *should* be made in advance of the start of the term, but must otherwise be made within the first TWO DAYS of the term.

Students' schedules will not be changed to secure a late start/early release or to leave early for work; to request a specific teacher; drop a semester/year long course prior to completion; to request a specific lunch period; to match a friend's schedule; drop a course that was requested to improve GPA and/or take a different course to raise GPA; drop a course to sign up for an online class instead; or drop a course that was requested because the student no longer "needs" the credit or has "lost interest" (students are encouraged to take a full load of classes to earn more than the minimum 240 credits required for graduation). Any requests for such schedule changes need to be directed to the counseling department prior to August 1.

After the second day of class, consideration will be given only to students who are academically misplaced. In rare circumstances during a term, a parent may wish to withdraw his/her student from a class against the educational recommendations of the high school counseling staff and administration. These students will be dropped with a "WF" for the term that counts against the student's grade point average.

Please note: Seniors must be enrolled in 3 out of 4 class periods per day (plus Homeroom) in order to be eligible for many commencement honors, scholarships, college admission and or varsity athletic participation. It is ultimately the student and parent/guardian's responsibility to ensure the student is enrolled in and participating in the number of courses required for these purposes.

SIXTH GRADE OUTDOOR EDUCATION COUNSELOR

Students may be ineligible to participate in the Outdoor Education experience if, during the present or previous semester, they were suspended. Attendance and academics must be in good standing.

SKATEBOARDS

Skateboards are not permitted in the building. Students who bring skateboards to school will be required to check them in to the office or store them in their locker immediately upon arrival. Skateboards are not allowed to be ridden outside on the sidewalks or in the parking lot.

~~STUDY HALLS~~

~~All students without a release privilege will be assigned a study hall during periods when they are not scheduled in a class. Students are required to attend assigned study halls. Students will face disciplinary actions for failure to attend assigned study hall and for inappropriate behavior in study hall.~~

TELEPHONES

The telephones located in the high school office are **business phones** and are to be used for that purpose only. In emergency situations, students may request to use an office phone.

TESTING POLICY OF RALSTON PUBLIC SCHOOLS (Policy 6004)

Ralston Public School follows the required state guidelines for standardized testing. The Board of Education shall receive an annual written report consisting of the results of all components of the school system performance program including, but not limited to, standardized norm-referenced assessments, criterion-referenced assessments, student performance, school system demographics, financial information, follow-up studies of graduates, and learning climate surveys. These reports shall be made available to all patrons of the district.

Copies of the most recent standardized and criterion-referenced tests used in the district will be available for parental/guardian review. Requests should be made to the building principal. In the case of secure tests, such as the ACT, parents/guardians must contact the publisher.

1. Parents/guardians may obtain individual test results of their child by contacting the teacher or building principal.
2. Building principals will excuse a student from specific tests through written request by the student's parents/guardians when they object on political, moral, or religious grounds.

Parents may opt their student(s) out of mandated assessments. To opt out of a state mandated assessment a parent/guardian must provide a written notification to the school principal prior to the beginning of the assessment window.

THEFT

Any theft or attempted theft of school, student, or school employee property that occurs on school grounds or at a school activity may result in consequences including, but not limited to suspension and/or recommendation for reassignment or expulsion. Legal authorities will be contacted.

TRANSFER OR WITHDRAWAL FROM SCHOOL

If a student moves to another city, transfers to another school, or withdraws, he/she must obtain a withdrawal slip from the office. All textbooks and other materials belonging to the school must be checked in and fees paid before the student is released. School files or records concerning a student will be provided at no charge, upon request of the principal, to any public or private school to which the student transfers.

VENDING MACHINES

Vending machines are placed in the building for students' convenience. **Ralston High School is not responsible** in any way for the machines' malfunctions. Students are expected to dispose of containers and wrappers in the waste receptacles provided.

WEAPONS & FIREARMS (Policy 5049)

Weapons. No student may possess, handle, or transmit any weapon while on school grounds or at any school activity or event off school grounds except as permitted by this policy. No visitor under the age of 18 may possess, handle, or transmit any weapon while on school grounds or at any school activity or event off school grounds except as permitted by this policy. ***Definition of Weapon.*** The term "weapon" means any object, device, instrument, material, or substance which is capable of causing injury in the manner it is used or intended to be used.

Firearms. No person may bring, possess, handle or transmit a firearm on school grounds, in a school owned vehicle, or at a school activity or event off school grounds, except as permitted by this policy. ***Definition of Firearm.*** The term "firearm, as defined in 18 U.S.C. 921, means any weapon (including a starter gun) which will or is designed to or may readily be converted to expel a projectile by the action of an explosive, the frame or receiver of any such weapon, any firearm muffler or firearm silencer, or any destructive device (excluding an antique firearm).

Consequences - Firearm. Any student who brings a firearm, as that term is defined in 18 United States Code 921, to school will be expelled from school for one calendar year. The superintendent of schools and the board of education shall have the authority to modify the expulsion requirement on a case-by-case basis.

Consequences – Weapon. State law and this policy provide that any student who violates this policy by knowingly bringing, possessing, handling or transmitting a weapon, other than a firearm, on school grounds, in a school owned vehicle, or at a school activity or event off school grounds may be suspended on a long-term basis, mandatorily reassigned, or expelled for the remainder of the school year in which the expulsion takes effect (if the misconduct occurs during the first semester) or the remainder of the second semester, summer school, and the first semester of the following school year (if the misconduct occurs during the second semester).

Confiscation of Firearms. Administrative and teaching personnel are statutorily authorized, without a warrant, to confiscate any firearm possessed in violation of this policy. By statute, any firearm that is confiscated by school personnel shall be delivered to a peace officer as soon as practicable. Such firearms are subject to being destroyed by law enforcement authorities.

Report to Law Enforcement Authorities. All school personnel are required to report any violation of this policy to a principal or the superintendent of schools. Pursuant to state and federal law, school personnel are required to report to law enforcement authorities when a student brings a firearm or weapon to school.

ACTIVITIES AND ATHLETICS

Extracurricular Activity Philosophy

Extracurricular activity programs enrich the curriculum of the school by making available a wide variety of activities in which a student can participate. Extracurricular activity programs are considered an integral part of the school's program of education that provide experiences that will help students physically, mentally and emotionally.

The element of competition and winning, though it exists, is controlled to the point it does not determine the nature or success of the program. This is considered to be educationally and psychologically sound because of the training it offers for living in a competitive society. Students are stimulated to want to win and excel, but the principles of good sportsmanship prevail at all times to enhance the educational values of contests. Participation in activities, both as a competitor and as a student spectator, is an integral part of the students' educational experiences. Such

participation is a privilege that carries with it responsibilities to the school, team, student body, community and the students themselves. In their play and their conduct, students are representing all of these groups. Such experiences contribute to the knowledge, skill and emotional patterns that they possess, thereby making them better individuals and citizens. Students who participate in extracurricular activities are subject to the rules, regulations, and stipulations in the entire student handbook. Students who violate the student handbook and/or the law of the state of Nebraska are subject to consequences up to and including not being allowed to participate in extracurricular activities.

ATHLETIC and ACTIVITY OFFERINGS

- **Fall Sports:** Volleyball*, Football*, Softball*, Boys Tennis*, Boys and Girls Cross Country*, Girls Golf*, Unified Bowling*
- **Winter Sports:** Boys and Girls Basketball*, Wrestling*, Boys and Girls Swim and Dive.*
- **Spring Sports:** Baseball*, Boys and Girls Soccer*, Girls Tennis*, Boys Golf*, Boys and Girls Track.*
- **Clubs and Activities:** Art Club, Cheerleading, Dance, Class Officers, Color Guard, Debate*, DECA, Drama, FCA, FCCLA, French Club, GSA, Green Club, HOSA, Instrumental Music*, Key Club, NHS, Spanish Club, Speech*, Student Council, Thespians, Vocal Music*, Yearbook, Educators Rising, Skills USA, Robotics, RAMclucity.

Note: Sports and activities with a * are NSAA sanctioned activities and are subject to the by-laws of the NSAA. The NSAA bylaws can be found at nsaahome.org.

ACTIVITY TICKETS

All Ralston students may buy a Student Activity Ticket admitting them once to each regularly scheduled athletic event sponsored by Ralston, free or at a reduced price. All students who participate in extracurricular activities must purchase a Student Activity Ticket. These cards are not transferable and refunds will not be made. Students abusing the use of these cards may lose their privileges. Lost cards should be reported to the office and a new one will be issued for a charge of $5.00. The cost of a card is $40.00 per year. The $40 activity fee can be waived for students who are on the free and/or reduced lunch program. Students who wish to waive this fee must have the proper paperwork on file in the Principal's office.

ATHLETIC PARTICIPATION

Any student going out for athletics at Ralston High School will check out through the Athletic/Activities Director's office. In order to participate in athletics, the athlete must have on file in the Athletic/Activities Director's office, the following:

1. Completed Physical Form*
2. NSAA Student / Parent Consent Form*
3. Student Activity Ticket purchased
4. Completed Student Handbook Signature Form
5. Ralston athletes must participate in the "Impact Testing Program"
6. Complete paperwork from the Athletic Trainer's office.

An athlete will check out a lock from the Activities /Athletic office for use in the school locker rooms.

All athletes must have all equipment from other sports turned in before participating in the next sport.

*The physical form, consent form, and signature form can be found online at the school website, https://www.ralstonschools.org/RHS

STUDENT ELIGIBILITY

Ralston High School adheres to the policies of the Nebraska State Activities Association (NSAA) in relation to student eligibility for NSAA sanctioned sports and activities. Those requirements are listed below with references to where the requirement can be found in the NSAA activity by laws.

In order to represent a Nebraska High School in interscholastic activities competition, a student must abide by the eligibility rules of the Nebraska School Activities Association. A summary of the major rules is given below. Contact the principal or activities director for an explanation of the complete rule.

2.2.1 Student must be a bonafide student of their member school and have not graduated from any high school. 2.2.2 After a student's initial enrollment in grade nine, he/she shall be ineligible after eight semesters of school membership beginning with his/her enrollment in grade nine. 2.3 Student is ineligible if nineteen years of age before August 1 of current school year. (Student in grades 7 or 8 may participate on a high school team if he/she was 15 years of age prior to August 1 of current school year.) 2.4.1 Student must be enrolled in some high school on or before the eleventh school day of the current semester. 2.5.1 Student must be continually enrolled in at least twenty credit hours per semester and regular in attendance, in accordance with the school's attendance policy at the school he/she wishes to represent in interscholastic competition. 2.5.2 Student must have been enrolled and received twenty hours of credit in school the immediate preceding semester. 2.6.2.1 Guardianship does not fulfill the definition of a legal parent. If a guardian has been appointed for a student, the student is eligible in the school district where his/her legal parent(s) have their domicile. Individual situations involving guardianship may be submitted to the Executive Director for review and a ruling. 2.6.3 A student entering grade nine for the first time after being promoted from grade eight of a two-year junior high, or a three-year middle school, or entering a high school for the first time after being promoted to grade ten from a three-year junior high school is eligible. After a student makes an initial choice of high schools, any subsequent transfer, unless there has been a change of domicile by his/her parents, shall render the student ineligible for ninety school days. If a student has participated on a high school team at any level as a seventh, eighth, or ninth grade student, he/she has established his/her eligibility at the high school where he/she participated. If the student elects to attend another high school upon entering ninth or tenth grade, he/she shall be ineligible for ninety school days. Student eligibility related to domicile can be attained in the following manners: 2.6.9.1 If the change in domicile by the parents occurs during a school year, the student may remain at the school he/she is attending and be eligible until the end of the school year or transfer to a high school located in the school district where the parents established their domicile and be eligible. 2.6.9.2 If the domicile is changed during the summer months and the student is in grade twelve and the student has attended the high school for two or more years, the student may remain at the high school he/she has been attending and retain eligibility. 2.6.9.3 If a student elects to remain at the high school where he/she initially enrolled after being promoted from grade eight of a middle or junior high school, or grade nine of a junior high school, he/she is eligible at that school, or is eligible at a high school located within the school district in which the parents established their domicile. 2.6.10 If the legal parents of a student change their domicile from one school district that has a high school to another school district that has a high school, the student shall be eligible immediately in the school district where the parents established their domicile. 2.7.7 Nebraska transfer students whose name appears on the NSAA transfer list prior to May 1 shall be eligible immediately in the fall. Those students whose name does NOT appear on the NSAA transfer list prior to May 1 shall be ineligible for ninety school days, with such transfers being subject to hardship waiver guidelines. 2.7.8 Nebraska transfer students must have signed and delivered all forms necessary to make such transfer to the school in which he/she intends to enroll for the 2019-20 school year prior to May 1, 2020; for the student to be eligible. The school to which the transfer is being made must have notified the NSAA office via an NSAA online transfer form, no later than May 1, 2019. The student would become ineligible for ninety school days the next fall if the student were to change his/her mind and decide not to transfer. If such student were to transfer to the new school, but later decides to return to his/her former district before 90 school days have elapsed, such student will be ineligible in the former district for 90 school days, with the ineligibility period

commencing at the start of the fall semester. Those students, who did not have their enrollment forms signed, delivered and accepted prior to May 1, 2020, shall be ineligible for ninety school days, with such transfers being subject to hardship waiver guidelines. 3.5 / 3.1 Once the season of a sport begins, a student shall participate in practices and compete only in athletic contests/meets in that sport, which are scheduled by his/her school. Any other competition will render the student ineligible for a portion of, or all of, the season in that sport. The season of a sport begins with the first date of practice as permitted by NSAA rules. 3.5.1 During the season of a particular sport, athletes participating in that sport for a high school may attend, but may not physically take part, either as an individual or as a member of a team, in the sport activity in which instruction is being offered in the clinic, camp or school. *(Refer to 3.5.1.1 for exception in Swimming & Diving.) 3.6 A student shall not participate on an all-star team while a high school undergraduate. 3.7 A student must maintain his/her amateur status.

Further explanation of NSAA eligibility rules can be found at nsaahome.org. Parents/guardians and students can also contact the AD office at Ralston High School for clarification of any NSAA by- laws.

RISK OF INJURY WARNING

The purpose of this WARNING is to bring to your attention the existence of potential dangers associated with athletic and activity participation. Participation in any sport and/or activity may involve injury of some type. The severity of such injury can range from minor cuts, bruises, sprains, and muscle strains to more serious injuries to the body,bones, joints, ligaments, tendons, or muscles, to catastrophic injuries to the head, neck, and spinal cord. On rare occasions, injuries can be so severe as to result in total disability, paralysis, or death. Even with the best coaching, the use of the best protective equipment and the strict observance of guidelines, injuries are still a possibility.

It is understood that if an Inhaler/EpiPen needs to be accessible, it will be the student's responsibility to provide a separate Inhaler/EpiPen which will be kept with the coach's first aid supplies or training staff until the end of that sport season.

"BLUE CARDS" AND ELIGIBILITY

Students who participate in NSAA sanctioned activities must adhere to the following explanation of the school's "F" policy (also known as the "blue card" policy).

Each Friday the school will be provided a list from ESU 3 of all students currently participating in an NSAA sanctioned activity who are failing one or more classes. The activities director's office will then fill out blue cards for all students on the list; these blue cards will contain the student's name, the class he or she is failing, and a place for a signature from the teacher signifying that the student is no longer failing. The activity director's office will provide the blue cards to the coach or sponsor of the activity and that person will distribute the blue cards to their students/athletes.

The student then has until Wednesday 4 pm. to get his or her grade to passing, secure a signature from the teacher of each failing class, and deliver the blue card to the AD office or coach or sponsor (depending on the instructions of the coach or sponsor).

If the card is turned in by 4 pm. the Wednesday immediately following the Friday of issuance then the student continues to be eligible. If the blue card is not signed and turned in by 4 pm. Wednesday, the student is immediately ineligible for any participation in an NSAA sanctioned event. The student may practice while being ineligible unless the coach/sponsor and/or a parent/guardian determines that practicing is not in the best interest of the student.

Once a student secures a signature from the proper teacher(s) signifying he or she is passing all classes, the student is immediately eligible for competition. There is no mandatory sitting period.

Once a blue card has been issued to a student for a class he or she is failing and the student has not secured a signature from the teacher by the following Wednesday at 4pm., that student is not eligible for competition until a signature is secured. There is no restart the following Monday.

If there are questions or concerns about this process from a teacher, coach, sponsor, parent or student, the AD office should be contacted.

If a student is suspended from play due to the "F" policy, a parent/guardian will be contacted.

Other activities that are not NSAA activities may choose to participate in the blue card policy.

CODE OF CONDUCT

The Code of Conduct applies to all extracurricular activities. Extracurricular activities means student activities or organizations which are supervised or administered by the school district which do not count toward graduation or grade advancement and in which participation is not otherwise required by the school.

Extracurricular activities include but are not limited to: all sports, cheerleading, dance team, vocal music, band, speech, drama, FCCLA, Spanish Club, Art Club, Student Council, National Honor Society, DECA, HOSA, Green Club, Math Club, French Club, ACADEC, Key Club, class officers, FCA, Color Guard, Thespians, Robotics and other school sponsored organizations and activities. The Code of Conduct also applies to participation in school sponsored activities such as school dances and royalty for such activities.

A participant means a student who participates in, has participated in, or will participate in an extracurricular activity.

When: The Code of Conduct rules apply to conduct which occurs at any time during the school year, and also includes the time frame which begins with the official starting day of the fall sport season established by the NSAA and extends to the last day of the spring sport season established by the NSAA, whether or not the student is a participant in an activity at the time of such conduct.

The rules also apply when a student is participating or scheduled to participate in an extracurricular activity that is held outside the school year or the NSAA season. For example, if an FBLA or FCCLA student plans to participate in a conference in July and commits a Code of Conduct infraction in June, the student may be suspended from participating in the conference. Conduct during the summer months may also affect a student's participation under the team selection and playing time guidelines.

Where: The Code of Conduct rules apply regardless of whether the conduct occurs on and off school grounds. If the conduct occurs on school grounds, at a school function or event, or in a school vehicle, the student may also be subject to further discipline under the general student code of conduct. A student who is suspended or expelled from school shall not be permitted to participate in activities during the period of the suspension or expulsion, and may also receive an extended activity suspension. Students who are under an expulsion that continues into the next school year will not be allowed to participate in summer workouts and/or other activities connected to the school during the summer months.

Grounds for Extracurricular Activity Discipline. Students who participate in extracurricular activities are expected to demonstrate cooperation, patience, pride, character, self respect, self-discipline, teamwork, sportsmanship, and respect for authority. The following conduct rules have been established to be reasonably necessary to aid students, further school purposes, and prevent interference with the educational process. Such conduct constitutes grounds for suspension from participation in extracurricular activities and grounds for other restrictions or disciplinary measures related to extracurricular activity participation:

1. Willfully disobeying any reasonable written or oral request of a school staff member, or the voicing of disrespect to those in authority.

2. Use of violence, force, coercion, threat, intimidation, harassment or similar conduct in a manner that constitutes a substantial interference with school or extracurricular activity purposes or making any communication that a reasonable person would interpret as a serious expression of an intent to harm or cause injury to another.

3. Willfully causing or attempting to cause substantial damage to property, stealing or attempting to steal property, repeated damage or theft involving property or setting or attempting to set a fire of any magnitude.

4. Causing or attempting to cause personal injury to any person, including a school employee, school volunteer, or student. Personal injury caused by accident, self-defense, or other action undertaken on the reasonable belief that it was necessary to protect another person shall not constitute a violation.

5. Threatening or intimidating any student for the purpose of, or with the intent of, obtaining money or anything of value from a student or making a threat which causes or may be expected to cause a disruption to school operations.

6. Knowingly possessing, handling, or transmitting any object or material that is ordinarily or generally considered a weapon or that has the appearance of a weapon, or bringing or possessing any explosive device, including fireworks, on school grounds or at a school function or event, or in an manner that is unlawful or contrary to school activity rules.

7. Selling, using, possessing or dispensing alcohol, tobacco, narcotics, drugs, a controlled substance, or an inhalant; being under the influence of any of the above; possession of drug paraphernalia, or the selling, using, possessing, or dispensing of an imitation controlled substance as defined in section 28-401 of the Nebraska statutes, or material represented to be alcohol, narcotics, drugs, a controlled substance or inhalant. Use of a controlled substance in the manner prescribed for the student by the student's physician is not a violation. (Note: Refer to "Drug and Alcohol Violations" for further information).

8. Public indecency.

9. Sexual assault or attempting to sexually assault any person. Engaging in sexual conduct, even if consensual, on school grounds or at a school function or event.

10. Engaging in bullying, which includes any ongoing pattern of physical, verbal, or electronic abuse on school grounds, in a vehicle owned, leased, or contracted by a school being used for a school purpose by a school employee or a school employee's designee, or at school-sponsored activities or school-sponsored athletic events;

11. Engaging in any activity forbidden by law which constitutes a danger to other students, interferes with school purposes or an extracurricular activity, or reflects a lack of high ideals.

12. Repeated violation of any of the school rules.

13. Truancy or failure to attend assigned classes or assigned activities; or tardiness to school, assigned classes or assigned activities.

14. The use of language, written or oral, or conduct, including gestures, which is profane or abusive to a school employee, school volunteer, or student. Profane or abusive language or conduct includes, but is not limited to, that which is commonly understood and intended to be derogatory toward a group or individual based upon race, gender, national origin, or religion.

15. Dressing or grooming in a manner which is dangerous to the student's health and safety or a danger to the health and safety of others or repeated violations of dress and grooming standards; dressing, grooming, or engaging in speech that is lewd or indecent, vulgar or plainly offensive; dressing, grooming, or engaging in speech that school officials reasonably conclude will materially and substantially disrupt the work and discipline of the school or of an extracurricular activity; dressing, grooming, or engaging in speech that a reasonable observer would interpret as advocating illegal drug use.

16. Willfully violating the behavioral expectations for those students riding Ralston Public School buses or vehicles used for activity purposes.

17. Failure to report for the activity at the beginning of the season. Reporting for one activity may count as reporting on time if there is a change in activity within the season approved by the coach or the supervisor.

18. Failure to participate in regularly scheduled classes on the day of an extracurricular activity or event.

19. Failure to attend scheduled practices and meetings. If circumstances arise to prevent the participant's attendance, the validity of the reason will be determined by the coach or sponsor. Every reasonable effort should be made to notify the coach or sponsor prior to any missed practice or meeting.

20. All other reasonable rules or regulations adopted by the coach or sponsor of an extracurricular activity shall be followed, provided that participants shall be advised by the coach or sponsor of such rules and regulations by written handouts or posting on bulletin boards prior to the violation of the rule or regulation.

21. Failure to comply with any rule established by the Nebraska School Activities Association, including, but not limited to, the rules relating to eligibility.

All terms used in the Code of Conduct have a less strict meaning than under criminal law and are subject to reasonable interpretation by school officials.

REGULAR SCHOOL ATTENDANCE

Students who participate in clubs, activities, and athletics are expected to have a good attendance record at school. Unexcused absences from school and classes,, and/or excessive tardies, and/or lunch skips may lead to consequences in relation to participation in extracurricular activities. These consequences may include but are not limited to a warning, restricted practice time, restricted participation in events, suspension from participation, and possible removal from the team or activity. The previous list is not all-inclusive and are in addition to the policies of the coach or sponsor. Decisions on consequences will be made by the activities director in consultation with the coach or sponsor. A parent/guardian will be informed of decisions regarding consequences related to extracurricular activities.

Students are expected to attend practices, meetings, events, and other activities related to their particular extracurricular activity. Each coach and sponsor will have attendance policies and participants are subject to those policies.

ABSENCE AND ACTIVITY PARTICIPATION

Students may not participate in a school activity or practice unless they have been in attendance for periods 3,4 and 5 or excused in advance for that school day.

Any student unexcused for any part of the school day who is also a member of an extracurricular activity, club, or team will not be allowed to participate in the activity, club, or team performance or practice with their team that day without approval from an administrator.

ACTIVITIES, CONFLICT IN SCHEDULING

If a student is involved in 2 different school activities and if each activity has an event scheduled for the same time, then the student must choose the event in which to participate. This decision should be made after the student has consulted parents/guardians and the sponsors involved.

If one of the events is a state or district event, the student may be expected to participate in the state or district event.

BEHAVIOR IN SCHOOL

Students who participate in clubs, activities, and athletics, are expected to behave in school. Any student suspended from school is prohibited from participating in or attending any extracurricular activity or practice until the suspension is over. The student is also subject to additional consequences in relation to extracurricular activities. The participant may also be subject to consequences of the coach or sponsor per his or her expectations.

Poor behavior at school can lead to consequences in relation to extracurricular activities. Poor behavior may be just a single event or a series of events where a student has accumulated a number of referrals and/or demerits. These consequences may include but are not limited to a warning, restricted practice time, restricted participation in events, suspension from participation for a specific period, removal from the team or activity, and/or suspension from attending or participating in extracurricular activities for up to one year. The previous list is not all-inclusive and are in addition to the policies of the coach or sponsor. Decisions on consequences will be made by the activities director, in consultation with the high school administration and the coach or sponsor. A parent/guardian will be informed of decisions regarding consequences related to extracurricular activities.

Students who participate in extracurricular activities are subject to the stipulations in the entire student handbook when participating in or attending any school event.

BEHAVIOR AT EXTRACURRICULAR EVENTS

Student participants in extracurricular activities are expected to follow the ideals of being respectful, being responsible, and being safe at all home and away events. Students and/or participants are expected to display good sportsmanship and respect opponents, officials, fans, and all participants. Students are subject to stipulations in the entire student handbook while participating or attending school events at home or away. Violation of any part of the student handbook may result in school consequences determined by the administration and/or consequences related to activities.

Reporting Procedures

If a head coach or sponsor witnesses, or gets a report of, or is presented evidence of bullying, hazing, or sexual misconduct by a student or students or other person or persons associated with the activity he or she is to report this to the AD immediately or another member of the administration if the AD is not available. If an assistant coach, coach's aide, volunteer, or other person associated with the activity witnesses, gets a report of or is presented evidence of bullying, hazing, or sexual misconduct by student or students or other person or persons associated with an activity, that person is to report the incident to the head coach or sponsor immediately and/or the Activities Director or other administrator if the AD is not available. Included in the report should be the date and time of the alleged incident along with a summary. In addition, the report should include the name or names associated with the incident. This report should be given to the AD and not discussed with any other person. Students who witness or know of bullying, hazing, or sexual misconduct taking place in any activity should report any information to the head coach or sponsor. The student can also report to the activities director or any administrator.

DRESS FOR EVENTS

Student participants in extracurricular activities are expected to dress appropriately when travelling to and from away events. In addition to being subject to the student dress code in the student handbook, participants are subject to the dress and grooming expectations of the head coach or sponsor. The same stipulations apply to home events.

TEAM PICTURES

Team and individual pictures are taken by a professional photographer and students, parents, and/or guardians can make the appropriate arrangements for purchase (generally an order

form is given to the students). The photo sessions are scheduled between the coach or sponsor and the photographer. Students not in attendance the day of the scheduled photo shoot will not appear in the pictures.

SOCIAL MEDIA

Ralston High School recognizes the importance and power of social media. There are many ways social media can enhance the experience of participants in extracurricular activities. Ralston High School encourages the positive use of social media to promote students and activities.

The misuse of social media by students who participate in extracurricular activities is subject to consequences. Examples of misuse of social media includes but is not limited to the following list.

1. Making profane or disparaging remarks about another student or students, a staff member, a sponsor or coach, or someone in the community.
2. Bullying another student or students, a staff member, a sponsor or coach, or someone in the community.
3. Use of language that is profane, sexist, racist, or otherwise disparaging to a certain group of people.
4. Sending out inappropriate pictures.
5. Use of social media for purposes that are in violation of the law.
6. Any other use of social media that a reasonable person could consider harmful to someone or to a group of people.

If it is brought to the attention of the AD office that there has been misuse of social media by a participant in extracurricular activities, an investigation will ensue and decisions will be made regarding consequences in consultation with the head coach or sponsor and the high school administrative team. These consequences may include but are not limited to a warning, restricted practice time, restricted participation in events, suspension from participation, and removal from the team or activity. The previous list is not all-inclusive and are in addition to the policies of the coach or sponsor. A parent or guardian will be informed of any decision affecting a student's participation in extracurricular activities.

TOBACCO, VAPING

Per school board policy, Ralston High School is a smoke free campus. The use or possession of tobacco or vaping products by any student on campus or at any school event home or away is prohibited. The offending participant will visit with an administrator for school consequences. The student will not be able to participate in any practices or contests during any suspension, and cannot practice, attend, or participate in any event the day of the possession or use. Any student who receives consequences for vaping, tobacco use or having materials associated with vaping and/or tobacco at school or at a school event will not be allowed to practice or participate in any activities during the time period of school consequences and will be suspended for two contests and/or events in each activity the student is currently participating in. Any event missed during the school consequences will count toward the 2 event suspension. If a student is not currently in any activity the consequence will take place during the students next activity. Once the suspension is announced, the student cannot join an activity in order to fulfill the requirements of the suspension. If there are not enough competitions or events left for a student to fulfill the suspension requirement then the suspension carries over to the next season and/or activity. If a student is vaping and it is found that the vaping included the use of drugs the student is subject to the school and activity drug and alcohol procedures.

POSSESSION OR USE OF ALCOHOL AND/OR OTHER DRUGS

Student participants in extracurricular activities are subject to the student handbook and to the tobacco, drug, and alcohol policy contained therein. Students who participate in extracurricular activities are also subject to the athletic and activities portion of the handbook.

Any student who is participating in or plans to participate in any extracurricular activity and has been cited by the police for or found through investigation by school administration to have been using, in possession of, and/or under the influence of alcohol, marijuana, unauthorized prescription or OTC drugs, or other illegal drugs including paraphernalia or look-a-likes either at school or at school sponsored functions, whether they take place during the school day or outside the school day, on or off campus is subject to the following consequences:

Suspension from attending and participating in any RHS activity sanctioned by the NSAA for a period that equates to 30% of each activities season that the student is currently participating in. If the activity includes competitions against other schools the student is suspended from 30% of the competitions instead of 30% of the season. This suspension can be reduced to 20% of the season or 20% of competitions if the student self-reports* and upon agreement to participate in a district approved evaluation and treatment program** at the expense of the student, parent, and/or guardian;
During the length of the suspension, the student is not allowed to attend any extracurricular activity as a spectator or participant;
If the student is out of season the consequences carries over to the next extracurricular activity in which the student participates;
If there is not enough season left to complete the suspension, the consequence carries over to the next extracurricular activity in which the student participates.
The student must complete all activities affected to the satisfaction of the sponsor or coach and activities director or the suspension starts over upon the next extracurricular activity in which the student participates;
The student may not join an activity once the suspension is announced in order to fulfill the requirements of the student's suspension.

Any student who is in an activity or activities that are not an NSAA sanctioned activity will be suspended from that activity for a period of 14 days; this 14 days must include at least 2 events or competitions. If there are not two events within the 14 day suspension the student will still be required to fulfill that part of the suspension even if the initial 14 days suspension has expired. Events do not include regular meetings. Events that qualify will be determined by the AD in conjunction with the sponsor. Students who are in an NSAA sanctioned activity and other activities will serve both suspensions.

Some activities may have additional consequences that are not listed in this handbook. Students who participate in such activities will be informed of those consequences by the activity sponsor.

Any student who participates in any extracurricular activities and has been cited by the police for or found through investigation by school administration to have been using, in possession of, and/or under the influence of alcohol, marijuana, unauthorized prescription or OTC drugs, or other illegal drugs including paraphernalia or look-alikes off school grounds and not at a school sponsored event at any time of the year is subject to the following consequences:

Suspension from attending and participating in any RHS activity sanctioned by the NSAA for a period that equates to 30% of each activities season that the student is currently participating in. If the activity includes competitions against other schools the student is suspended from 30% of the competitions instead of 30% of the season. This suspension can be reduced to 20% of the season or 20% of competitions if the student self-reports* and upon agreement to participate in a district approved evaluation and treatment program** at the expense of the student, parent, and/or guardian;
During the length of the suspension, the student is not allowed to attend any extracurricular activity as a spectator or participant;

If the student is out of season the consequences carries over to the next extracurricular activity in which the student participates;
If there is not enough season left to complete the suspension, the consequence carries over to the next extracurricular activity in which the student participates.
The student must complete all activities affected to the satisfaction of the sponsor or coach and activities director or the suspension starts over upon the next extracurricular activity in which the student participates;
The student may not join an activity once the suspension is announced in order to fulfill the requirements of the student's suspension.

Any student who is in an activity or activities that are not an NSAA sanctioned activity will be suspended from that activity for a period of 14 days; this 14 days must include at least 2 events or competitions. If there are not two events within the 14 day suspension the student will still be required to fulfill that part of the suspension after the 14 days are over. Events do not include regular meetings. Events that qualify will be determined by the AD in conjunction with the sponsor. Students who are in an NSAA sanctioned activity and other activities will serve both suspensions.

Some activities may have additional consequences that are not listed in this handbook. Students who participate in such activities will be informed of those consequences by the activity sponsor.

Once a student has satisfied the terms of the activity suspension from NSAA sanctioned activities, from non NSAA sanctioned activities or both, the student can resume participation. If a student is not in any activity at the time of the suspension it carries over to the next activity or activities the student participates in. A student cannot join any activity once the suspension is given as a means to satisfy the suspension.

*Self-report requires that the student report the violation within 24 hours to the student's coach/sponsor or to an administrator. If there is no school within 24 hours of the violation but there is practice or a competition the student must report the violation to the coach/sponsor or to an administrator on duty. If there is no school, practice, or competition within 24 hours of the violation the student must self-report at the next reasonable opportunity. All students are expected to be honest and forthright with school officials. In making a self-report, the student must identify the events that took place, location of the event, what conduct the student participated in and will be required to put this information in a written statement. In the event the student has received a criminal citation, charge, or ticket, and proclaims innocence of a violation, the student will be required to self-report such offense and provide information as to why he/she should be found innocent, not as it relates to the criminal offense, but as it relates to the Code of Conduct.

**The student must participate in the treatment program if recommended by the evaluation. If the student does not complete any recommended treatment program the consequence reverts to the 30% of the season or competitions length of suspension.

Procedures for Extracurricular Discipline*

The following procedures are established for suspensions from participation in extracurricular activities:

1. Investigation. The school official(s) considering the suspension will conduct a reasonable investigation of the facts and circumstances.

2. Meeting. Prior to commencement of the suspension, the school official considering the suspension or their designee will provide the student an opportunity to give the student's side of

the story. The meeting for this purpose may be held in person or via a telephone conference. The student will be given oral or written notice of what the student is accused of having done, an explanation of the evidence the school has and the opportunity to explain the student's version. Detail is not required where the activity participant has made a self-report or otherwise admits the conduct. Names of informants may be kept confidential where determined to be appropriate. The suspension may be imposed prior to the meeting if the meeting cannot reasonably be held before the suspension is to begin. In that case the meeting will occur as soon as reasonably practical. The student is responsible for cooperating in the scheduling of the meeting.

3. Notice Letter. Within three school days (two business days if school is not in session), or such additional time as is reasonably necessary following the suspension, the Athletic Director or the Athletic Director's designee will send a written statement to the student and the student's parent/guardian. The statement will describe the student's conduct violation and the discipline imposed. The student and parents or guardian will be informed of the opportunity to request a hearing.

4. The student and parent or guardian may follow the due process procedures.

* The "blue card" procedures are outside of these procedures and information can be found in the "blue card" section.

In regard to activities that include practices for competitions, the student will be allowed to practice but must meet all attendance requirements expected of every participant.

SUBSEQUENT OFFENSES

A second offense of the drug and alcohol portion of the student handbook as it related to activities will result in a one year suspension from attending and participating in activities. A third offense and the student is suspended from attending and participating in activities until the end of the student's high school career.

DUE PROCESS

Students who participate in extracurricular activities and have their participation curtailed for violation of the code of conduct, attendance, behavior, breaking the drug and/or alcohol policy, or for any other reason have due process rights. Students who are suspended from extracurricular activities will have the reasons explained to them and their parent/guardian will be contacted with an explanation. Students held out of activities for the "F" or "Blue Card" policy will have their parent/guardian contacted by their coach or sponsor or the AD. Due process for activities will consist of the following process:

1. An appeal is made to to the high school Principal. The Principal will inform the student and parent or guardian of the decision in writing within 3 school days.
2. An appeal is made to the district Superintendent. The Superintendent inform the student and parent or guardian of the decision in writing within 3 school days.

All appeals must be in writing and within five days after the notice of consequences to the student and parent or guardian and within 5 days of subsequent decisions by school administrators.

FACILITY USAGE / ATHLETIC LOCKERS

Students may use the physical education/athletic areas after school only if a sponsor is present. Priority for facility usage will be given to organized extracurricular activities and/or classes at Ralston High School. Use of facilities should be arranged in advance through the activities director's office. No student is to be in the physical education areas or using school facilities without supervision.

Students who participate in sports will be checked out a locker and will be provided a lock for

a fee of $5. It is the athlete's responsibility to take care of the lock and locker. All clothing and equipment should be removed by the participant after each season. The Ralston School District is not responsible for lost or stolen articles or articles left in lockers after the season or school year is over. Students may not switch locks or lockers once they have been checked out without permission. Students are not to share lockers. Vandalizing or damaging school property will result in school consequences as well as consequences related to activities.

TEAM SELECTION

Head coaches and sponsors will make decisions regarding which students will be selected to participate in any given activity. The coach or sponsor will also make decisions as to what level each student will participant (freshman, reserve, junior varsity, varsity). If a coach or sponsor determines that a cut will be made, he or she will announce the process in advance of any tryouts. Any student who is cut from any activity will have the opportunity for an evaluation if requested. The head coach or sponsor will determine the evaluation process. Students not selected for an activity or sport will be given the opportunity to tryout for a another sport that season if so desired.

PLAYING TIME

The amount of playing time and/or participation in an an activity is determined by the coaching staff or sponsor of that activity. Playing time and participation is determined by a number of factors and is up to the discretion of the head coach or sponsor and assistants.

EQUIPMENT AND UNIFORMS

Any equipment supplied by the school district to participants in any extracurricular activities must be returned at the end of season. Students will be issued appropriate fines for any school property not returned. Students can also be fined for the damage or loss of any equipment and/or uniforms put in their charge. All fines must be paid or equipment (including uniforms) returned before a student is allowed to participate in any other activity or, in the case of a senior, before receiving a diploma. Participants are expected to take proper care of any equipment or uniform supplied by the district.

INCLEMENT WEATHER

If school must be canceled or dismissed early because of inclement weather, practices and contests will be postponed as a rule. Occasionally, weather and road conditions clear by early afternoon, if it is determined that athletes can travel safely, a varsity practice or contest may be held with permission from the athletic director in conjunction with the Superintendent or his designee. Certified staff members are directly responsible for all students under their supervision at any school-sponsored activity. When severe weather strikes, staff members will determine what action will be in the best interest concerning safety for their students. At away events when severe weather becomes a concern, coaches/sponsors along with bus drivers will determine the best course of action to be taken. Coaches/sponsors will make every effort to keep students, school officials and parents informed of any changes or deviations from the normal routine if weather dictates that such actions are necessary.

TRANSPORTATION

The District generally will provide transportation to away events. There are occasions where students are allowed to drive. Any student who drives must have a permission slip signed by a parent or guardian on file in the activity director's office prior to the event. Students who ride with other students must also have a permission slip signed by a parent or guardian in the AD's office prior to the event. Parents wishing to pick up students from school-sponsored activities may do so at any time. However, if return transportation is being provided and the student is not returning with the school group, coaches, sponsors, or school officials must be notified. No student will be released to anyone other than their parent or guardian, or an adult designated by the parent/guardian.

INSURANCE

The Ralston Public Schools provides no insurance coverage and is not responsible for any such expenses. It is the responsibility of the parents/guardians to provide adequate insurance to cover any medical expenses which may be incurred while a student is participating in a school sponsored activity. This insurance may be under a family coverage plan.

COMMUNICATION PROTOCOL

If a student and or parent has a concern the proper communication protocol will be followed:

1. Student participant meets with coach(es) to try to solve the issue;
2. If the problem still exists, the parent can email or call the coach to make an appointment for a meeting. The coach will inform the AD about the meeting and what the concern is.
3. If the student/parent still have a concern, the parent will then email or call the activities director to set up a meeting.
4. If a resolution to the issue is not obtained after meeting with the AD, the parent will call or email the Principal of the high school to meet.
5. If the situation is still not resolved, the parent can call the Central Office and request a meeting with the Superintendent or his or her designee.

Anonymous letters or other forms of anonymous communications involving a complaint or other issue sent to any coach or sponsor or any administrator may or may not be dealt with depending on the subject matter of the letter. The Ralston Public Schools strongly discourages the use of anonymous letters, or other forms of anonymous communication to express a complaint or other issue. The AD, Principal, Superintendent or his or her designee will not discuss playing time and will not talk about other players on the team.

SPECTATOR EXPECTATIONS

Ralston parents, families, and fans are expected to display good sportsmanship at home and away events. Encourage our team and your athlete, respect the opponents and their fans, accept the decisions of the officials, and accept the outcome. Fans who behave in a manner inconsistent with good sportsmanship by berating officials, making disparaging comments about anyone, or engage in behavior that may put others at harm may be asked to leave the event and could be banned and barred from Ralston Public School property. All parents/guardians, families, and fans are asked to cooperate with on-site supervisors who may include Ralston administrators, staff, and/or coaches. Law enforcement will be called if deemed necessary by on-site supervisors.

ATHLETIC AWARDS

The following is a list of the different athletic and activity awards presented to the athletes at Ralston High School:

Activities Students of the Year

An award given to two students who participates in several activities over the course of their high school career. Students are nominated and selected for the award by activity sponsors. The student must not have been suspended from the school during the year of selection and must have finished each activity in good standing.

Dozen Award

An award presented to any senior who participates in three sports a year for all four years. The student athlete must finish each sport in good standing (athletes who quit or are removed from a sport for disciplinary reasons are not eligible).

Athlete of the Year Award

An award presented to one male and one female athlete at the end of each school year who meet certain criteria in addition to showing superior athletic ability. Students are nominated by head coaches and chosen by a vote of head coaches. The criteria for the athlete of the year award include being a junior or senior, displaying superior ability in athletics, and not being suspended from sports or school during the year of selection. Other possible considerations include attendance at school, behavior at school and events, character, support of Ralston High School.

Spirit Athlete Award

Given to one male and one female athlete at the end of each school year who have demonstrated quality leadership and support of his or her activity and has shown support for other activities at RHS. Students are nominated and voted on by head coaches. Nominees must be seniors and cannot have had a suspension from school or extracurricular activities during the year of selection. Other considerations are attendance at school, behavior at school, character, and support of Ralston High School in general.

School Letters

Lettering in any school activity is based on the criteria set up by each individual head coach or sponsor. The only requirement from the AD office is that the student finish the season in good standing (the participant has not been removed from the team or quit).

Ralston Wall of Fame

Athletes recognized in the Ralston Wall of Fame must meet at least one of the following criteria:

- Win an individual or team state championship in state competition sponsored by the Nebraska Schools Activities Association;
- Be selected 1st team class A/B by either the *Omaha World-Herald* or *Lincoln Journal Star;*
- Be selected as a male/female athlete of the year
- Be selected as a male/female spirit athlete of the year;
- Set an individual school record in any activity.
- Be selected as activities student of the year.

Awards Night Ceremonies

At the discretion of the coaches/sponsors, an awards ceremony may be organized to recognize students for their achievements following their season. Coaches and parent representatives will pick a night, format, and location for this ceremony. Coaches will present letters, certificates, etc.

The dozen awards, athlete of the year awards, and spirit awards are given at the Senior or Underclass awards ceremonies.

NCAA CLEARINGHOUSE

The National Collegiate Athletic Association (NCAA) has established guidelines that Division I and II member schools must follow before awarding scholarships and granting eligibility to high school students who wish to compete as freshmen on college athletic teams after completion of high school. THE CLASS OF 200 MUST BE AWARE OF NCAA REGULATIONS! Student athletes who wish to participate in NCAA Division I or Division II sports MUST BE CERTIFIED by the NCAA initial-Eligibility Clearinghouse which will analyze your academic information to determine if you meet NCAA initial eligibility requirements. The three steps for being certified are clearly explained online at www.ncaaclearinghouse.net.

Students who have questions should see guidance office regarding items such as whether a college is a Division I or II institution in the sport in which they are interested. Students interested in

participating in athletics at NCAA Division III colleges, or NAIA colleges should obtain the appropriate athletic guidelines that pertain to these institutions.

CONCUSSION AWARENESS

Pursuant to Nebraska Statute 71-9104 (The Nebraska Concussion Awareness Act) the following information is provided to students, parents, and/or guardians.

Heads Up: Concussion in High School and Middle School Sports A Fact Sheet for Parents

What is a concussion?

A concussion is a brain injury. concussions are caused by a bump, blow, or jolt to the head. They can range from mild to severe and can disrupt the way the brain normally works. Even a "ding" or a bump on the head can be serious.

What are the signs and symptoms of concussion?

You can't see a concussion. signs and symptoms of concussion can show up right after the injury or can take days or weeks to appear. If your child reports any symptoms of concussion, or if you notice the symptoms yourself, seek medical attention right away.

Signs Observed by Coaching Staff	Signs Reported by Athlete	Signs Observed by Parent(s)
Appears dazed or stunned	Headache	Appears dazed or stunned
Is confused about assignment	Nausea	Appears confused
Forgets plays	Balance problems or dizziness	Forgets known items
Is unsure of game, score, or opponent	Double or fuzzy vision	Is unsure of name, usual surroundings
Moves clumsily	Sensitive to light or noise	Moves clumsily
Answers questions slowly	feeling sluggish	Answers questions slowly
Loses consciousness	Feeling foggy or groggy	Loses consciousness
Show behavior or personality changes	Concentration of memory problems	Shows behavior or personality changes
Can't recall events prior to hit on the head	Confusion	Can't recall events prior to hit on the head
Can't recall events after the hit on the head		Can't recall events after the hit on the head

What should you do if you think your child has a concussion?

1. Seek medical attention right away. A health care professional will be able to decide how serious the concussion is and when it is safe for your teen to return to sports.
2. Keep your child out of play. Concussions take time to heal. Don't let your child return to play until a health care professional says it's OK. Athletes who return to play too soon -- when the brain is still healing -- risk a greater chance of having a second concussion. Second or later concussions can be very serious. They can cause permanent brain damage, affecting your child for a lifetime.
3. Tell all of your child's coaches and the school athletic trainer about any recent concussion. Coaches should know if your child had a recent concussion in ANY sport. Your child's caches may not know about a concussion your child received in

another sport or activity unless you tell them. Knowing about the concussion will allow the coach to keep your child from activities that could result in another concussion.

4. Remind your child. It's better to miss one game than the whole season.

WHEN IN DOUBT, SIT THEM OUT!

Heads Up: Concussion in High School and Middle School Sports
• A Fact Sheet for Student-Athletes

A concussion is a brain injury that:

- Is caused by a bump, blow, or jolt to the head.
- Can change the way your brain normally works.
- Can range from mild to severe.
- Can occur during practices or games in any sport.
- Can happen even if you haven't been knocked out.
- Can be serious even if you're just "dinged" or had your "bell rung"

How can I prevent a concussion?

- It's different for every sport. But there are steps you can take to protect yourself from concussion:Follow your coach's rules for safety and the rules of the sport.
- Practice good sportsmanship at all times.
- Use proper sports equipment, including personal protection equipment. In order for the equipment to protect you, it must: 1. Be appropriate for the game, position, and activity. 2. Be well maintained. 3. Properly fitted. 4. Used every time you play.

How do I know if I've had a concussion?

- You can't see a concussion, but you might notice some of the symptoms right away. Pay attention to how you are feeling after any bump, blow, or jolt to the head.
- If you notice any of the symptoms, tell your parents, coach, and school athletic trainer right away.
- Other symptoms of a concussion can show up days or weeks after the injury.
- It's best to see a healthcare professional if you think you might have a concussion. An undiagnosed concussion can affect your ability to do schoolwork, other everyday activities, as well as your athletic play. An undiagnosed concussion also raised your risk for additional, serious injury.

What are the symptoms of a concussion?

- Nausea (feeling like you might vomit)
- Balance problems or dizziness.
- Double or fuzzy vision
- Sensitivity to light or noise
- Headache
- Feeling sluggish
- Feeling foggy or groggy
- Concentration or memory problems (such as forgetting plays)
- Confusion

What should I do if I think I have a concussion?

- Tell your coaches, parents, and school athletic trainer
- Never ignore a bump,blow, or jolt to the head
- Get a medical check-up. A health care professional can tell you if you have had a concussion and when you are OK to return to play.
- Give yourself time to recover. If you have had a concussion, your brain needs time to heal. While your brain is still healing, you are much more likely to have a second concussion. Second or later concussions can cause permanent brain damage, and even death in rare cases. Severe brain damage can change your whole life.

- Tell your coaches and the school athletic trainer if one of your teammates might have a concussion.

As a reminder, always report any injury to your coach and school athletic trainer right away. It's better to miss one game than the whole season. Take care of yourself and enjoy your participation in athletics. When in doubt, sit them out!

MISCELLANEOUS RIGHTS AND RESPONSIBILITIES

ACCIDENT INSURANCE

All students are given the opportunity to participate in a group accident insurance plan provided by an independent carrier. The fee is nominal and covers an accident en route to and from school, on school grounds, during school sponsored events, and intramural and interscholastic athletics except football. All students participating in athletics are required to have accident insurance (either a family policy or the school's plan) or sign a responsibility waiver. Football insurance is available at a higher cost. The Ralston School District is not liable for injuries to students, nor can they pay the medical costs for accidents that occur in athletic contests, on school premises, at school activities, or on the way to and from school.

EXPEDITED APPEALS PROCEDURE

Effective procedures will be developed, including an expedited appeals procedure, by which concerned parents, students, teachers, and area residents will be able to directly participate in local decisions that impact programs offered under this act.

INTERROGATIONS AND SEARCHES (Policies 5022 & 3045)

School officials will respect the privacy of students pursuant to the provisions of law, and the policies of the school district.

1. Law enforcement representatives wishing to interrogate students at schools must show proper credentials.
2. Law enforcement representatives shall not interrogate a student on school premises unless it is an extraordinary matter in scope that necessitates the questioning of the student on school premises. In such a case, the principal or designated school representative shall be present during the interrogation.
3. School authorities shall make reasonable attempt to contact students' parents or guardians before interrogation is permitted.

School representatives may search lockers, personal belongings, and vehicles that students drive to school when there is reasonable cause to do so. This includes, but is not limited to, clothes, book bags, purses, books, and gym bags.

The district superintendent or designee may authorize the use of a canine trained in the detection of narcotics, explosives or any other contraband at any time.

The district superintendent or designee may authorize the use of preliminary breath tests (or alcohol sensors) on school property and/or school sponsored activities.

PARENTAL/GUARDIAN INVOLVEMENT IN EDUCATIONAL PRACTICES (Policy 5018)

The Ralston Public School District recognizes the importance of parental/guardian involvement in the education of children.

Parental/Guardian Review of Textbooks and Other Materials

The District will provide access to textbooks and other curriculum materials used in Ralston Schools.

1. Textbooks may be checked out by parents/guardians for review. Other curriculum materials, including video and audio recordings and teacher manuals, can be reviewed

by parents/guardians within a time frame which does not disrupt the instructional process. Requests should be made to the teacher or the building principal.

2. If parents/guardians object to textbooks or other materials used in the district, they may file a written request with the building principal to request that these textbooks or other materials be reviewed by a committee of teachers and parents/guardians.

Parental/Guardian Attendance at Courses, Assemblies, Counseling Sessions, and Other Instructional Activities

Parents/guardians are always welcome in the buildings, but they must check in at the office at the time of arrival.

1. Parents/guardians are invited to make appointments with the teacher or building principal to attend and observe classes, assemblies, and other instructional activities.
2. School counseling service providers are bound by law to notify parents/guardians if there is danger to the student, danger to others, or involvement in illegal activities. Parents/guardians will be notified of ongoing counseling sessions. Permission to attend counseling sessions may be granted to parents/guardians by the principal after consultation with the student's counselor.

Parental/Guardian Option to Remove From Classroom Instruction and Other School Experiences

Building principals may excuse a student from specific classroom instruction and other school experiences through a written request by the student's parents/guardians when they object on political, moral or religious grounds. Alternative assignments of comparable effort may be provided for the student by the school.

Parental/Guardian Access to Student Records (Policy 5016)

Parents/Guardians may review their child's files and records at any time. The building principal is responsible for maintaining and protecting the privacy of such files. Outside agencies, such as, but not limited to, physicians, probation officers, psychologists, child guidance clinics, and other reputable agencies who are working with the child, may access these files with parental/guardian consent or by court order.

Parental/Guardian Notification of Student Surveys

All internal surveys which are intended to gather information from students in the district will be approved by the building principal prior to being made available to students. Student participation in surveys is voluntary.

All surveys from external sources will be approved by the Superintendent. Student participation in surveys is voluntary. Parents/guardians will be notified in writing prior to school district participation in surveys by students and may restrict their child from participating in any survey through written request. (Legal reference: 79-531, 79-532)

Routine Directory Information (Policy 5017)

The school district shall disclose the following as routine directory information pertaining to any past, present or future student who is, has been, or will be regularly enrolled in the district.

- Name and grade
- Name of parent and/or guardian
- Address
- Telephone number, including the student's cell phone number
- E-mail address
- Date and place of birth
- Dates of attendance
- The image or likeness of students in pictures, videotape, film or other medium
- Major field of study

- Participation in activities and sports
- Degrees and awards received
- Social media usernames or handles
- Weight and height of members of athletic teams
- Most recent previous school attended
- Certain class work which may be published onto the Internet
- Classroom assignment and/or home room teacher
- Student ID number, use ID, or other unique personal identifier used by the student for purposes of accessing or communicating in electronic systems, but only if the identifier cannot be used to gain access to education records except when used in conjunction with one or more factors that authenticate the user's identity, such as personal identification number (PIN), password, or other factor known or possessed only the authorized user.

Directory information does not include a student's social security number.

Upon request, the district will provide military recruiters and institutions of higher education with the names, addresses and telephone listings of high school students unless a student's parents have notified the district that they do not want this information disclosed without their prior written consent.

The district will notify parents and guardians each year of their rights under this policy and the Family Educational Rights and Privacy Act (FERPA). Parents will be given the opportunity to prevent the release of this directory information by filing a written objection with the district.

Any student who is 18 years of age or older should communicate to the district office if they do not want this information disclosed without their prior written consent.

VISITORS TO SCHOOL

The Board of Education and staff of the District welcome visits to the schools. Such visitations will be governed by those rules and regulations established by the district to provide a safe environment.

I. In accordance with building and District safety procedures, parents/guardians, students, and others may visit schools. These visits shall be in compliance with all building and District safety guidelines. The principal or appropriate Central Office administrator authorizing the visits shall consider the following
   A. Disruption to the educational environment;
   B. Distraction to students and staff;
   C. Confidentiality for students and staff;
   D. Safety of students and staff.

II. Parent/Guardians
   A. Parents wishing to attend and monitor courses, counseling sessions, and other instructional activities, must obtain prior approval of the appropriate teacher, counselor, or administrator as defined by the building handbook.
   B. Parents attending or monitoring courses with prior approval who, by their conduct or presence, interfere with the educational process or constitute an interference with school purposes, will be asked to leave.
   C. Parents attending building assemblies, building activities, classroom activities/parties during school hours will sign in at the office in accordance with building procedures.

D. Unless otherwise restricted by law or court order, parents/guardians may visit their child's class.
E. All visitors will report to the school office.

III. Visitation by Students
A. Visits by students from other school districts or buildings must be cleared through the building principal. If approval is given, a visitor's pass will be issued.
B. Children below legal school age wishing to visit the school must be accompanied by their parent or guardian
C. Non-students (graduates, etc.) will not be allowed to visit in a building without special permission from the building principal.

IV. Program Visitation
A. Persons wishing to visit schools for the purpose of viewing new programs, organizational patterns, facilities, etc. must obtain clearance from the appropriate Central Office administrator.

STUDENT FEES, FINES AND CHARGES

PART ONE:

The district's general policy is to provide for instruction in accordance with the Nebraska State Constitution. The district offers some activities, programs, and services that extend beyond the minimum level of constitutionally required free instruction and as such may require additional expenditures which are properly borne by students as a separate charge. Such charges shall be kept to a minimum to maintain the activity, program or service. Students qualifying under part 3 of this policy may receive a fee waiver. No fees, materials, specialized or non-specialized attire or equipment shall be required of students except as expressly permitted below.

A. Extracurricular activities and spectator events: A fee will be charged for participation in extracurricular activities and to spectators of extracurricular activities. Each school building shall annually submit its extracurricular fee list to the District for approval and publication in that school's handbook.

1. Fees may be charged for participation in extracurricular activities. Extracurricular activities are those activities or organizations where student participation is voluntary and does not count toward graduation or advancement between grades.
2. Schools may require students to furnish specialized equipment and attire, or pay a reasonable fee for use of district owned equipment and attire, for participation in extracurricular activities including such activities as extracurricular music.
3. Clubs, teams and organizations for which there may be a fee required for participation may also, as a club, team or organization, decide to make purchases, and may fundraiser and/or seek donations according to district policy to assist in the funding of such purchases, which may include, but are not limited to, apparel and trips. The decision of an organization to require members to participate in fundraising or otherwise fund purchases is not a fee charged by the District.
4. Fees may be charged for admission to activities and events which occur at the facilities of Ralston Public Schools and for transportation to and from activities and events which occur at other schools, when those activities do not count toward graduation or advancement between grades and when student participation is voluntary.
5. A school may sell an activity ticket that admits students to activities and events that do not count toward graduation or advancement between grades.
6. Field trip fees may only be charged if participation by the student is voluntary and it does not relate to the required curriculum or if the field trip occurs after school hours and does not count toward school attendance.

B. Minor personal consumable items: The district may require students to be responsible for the purchase of minor consumable items that are used by the student for extracurricular activities. The

District will establish a master list of those items, which are considered minor personal consumable items, which may be required. Each school building shall choose those items on the list, which it will require of students attending the school. No item, which is not on the District's master list, will be required. Each school shall annually submit its list of required personal consumable items to the district for approval and publication in that school's handbook.

C. School Store: The District authorizes the operation of school stores in which students may purchase food, beverages and personal or consumable items. A school store need not have a permanent physical presence and may provide order forms for students to voluntarily purchase items from the school or another vendor. School stores may stock required personal and consumable items and make such items available to students for voluntary purchase. Schools may not require students to purchase an item directly from the school store.

D. Clothing: In addition to school guidelines about general appropriateness of attire, school buildings may require students to furnish and wear non-specialized clothing meeting general guidelines for the specified courses and activities, if the guidelines are reasonably related to the course. Each school's clothing guidelines shall be submitted to the District for approval and publication into the student handbook.

E. Musical Instruments: Students who take an elective band course shall be required to supply their own instrument or rent an instrument except those students who qualify under part 3 of this policy. For those students qualifying under part 3 the District shall not be required to provide for the use of a particular type of musical instrument for any student. The District shall supply the music for such courses.

1. Personal supplies related to musical instruments including, but not limited to, items such as reeds, cork lubricant, pipe cleaners, cleaning cloths and other supplies of general upkeep and considered personal consumable items shall be the responsibility of the student.
2. Schools may require students to furnish their own musical instruments, stands, music and specialized attire for participation in extracurricular music organizations and activities.

F. Lost or damaged school property: A school may require a student to reimburse the school district for repair or replacement of school district property, which is entrusted to the student and is lost or damaged, as well as property of the district damaged through the acts of a student. The Board of Education authorizes assessment of fines for damaged, lost or overdue books purchased by the district and loaned to students free of charge.

G. Donations: The District may request donations of money, materials, equipment or attire to help defray costs of educational programs. The request for donations will clearly indicate the request as a donation and not a requirement.

H. Parking: Students may be required to pay to park their cars on school property. The district shall annually determine the amount to be charged for parking and publish it in the student handbook.

I. Yearbook, class rings and other optional purchases: Students may be charged for the purchase of items such as yearbooks, class rings, class sweatshirts, graduation announcements and other such voluntary purchases.

J. Graduation attire: Students may be required to pay the necessary fee to cover the cost of graduation attire required to participate in graduation ceremonies.

K. Food: Students may be charged a fee for the purchase of breakfast and/or lunch. Students may be charged for the cost of food, beverages, and the like that students purchase from a school store,

a vending machine, a booster club or similar sources. Students may be required to bring money or food for field trip lunches and similar activities.

L. Summer school: The District may annually set fees for student participation in classes offered during the summer. Any and all fees collected pursuant to this subsection shall be deposited into, and expended from, the Student Fee Fund.

M. Night school/Adult education: The District may annually set feed for student participation in classes offered to students taking classes through the district's night school/adult education program. Any and all fees collected pursuant to this subsection shall be deposited into, and expended from, the Student Fee Fund.

N. Post-Secondary education costs: A student may be charged the actual tuition and fees associated with obtaining credits from a post-secondary educational institution when a student receives both high school credit and post-secondary education credit from a course being taken as part of an approved accelerated or differentiated curriculum program. Any and all fees collected pursuant to this subsection shall be deposited into, and expended from, the Student Fee Fund unless paid directly to the post-secondary educational institution.

O. Student files and records: Fees may be charged for copies of student files or records. Parents of students have the right to inspect and review the student's' file or records without the payment of a fee, and no fee shall be charged to search for or retrieve any student's files or records.

P. Materials required for course projects: The district will provide students with the materials necessary to complete all basic curricular projects. In courses where students choose to produce a project that requires materials beyond the basic materials provided by the district, the students will furnish the materials, purchase materials from the school, or purchase the materials from an outside vendor with an order form provided by the school.

PART TWO:
Student Fee Fund
Fees that are charged to students pursuant to PART ONE, subsections A.1, A.2, L, M, and N shall be deposited into the Student Fee Fund and expended for the purpose for which they were collected from students.

PART THREE:
Waiver of Student Fees
Fees that are charged pursuant to PART ONE, subsections A and E shall be waived for students who qualify for participation in the free or reduced-price lunch program under United States Department of Agriculture child nutrition programs. Actual participation in the free and reduced-price lunch program is not required to qualify for waivers in this section. All students shall be provided forms at the beginning of each school year, upon enrollment in the District, or at the request of the student, which provide the necessary information and permit the District to use this information to determine eligibility for fee waiver. Criteria for fee waiver will be the same as the criteria for participation in the free and reduced-lunch program. Application forms for fee waivers are available from each building Principal. Once the school district has received a student's completed fee waiver application form, and has verified the student's eligibility, waiver of the fee shall be granted for the student. The District is not obligated to provide any particular type or quality of equipment or other material to eligible students.

****RALSTON PUBLIC SCHOOLS FEE LIST UPDATED FOLLOWING THE 2nd BOARD MEETING EACH JULY. THE FOLLOWING FEES ARE SUBJECT TO CHANGE.**

RALSTON HIGH SCHOOL FEE LIST

Fees Assessed:

Extracurricular Activity Fee: $40.00 includes activity ticket
Transcripts: Price for Graduates set by Parchment online order system $4.00; Current students are free of charge through Naviance
Summer School: $175 resident, $225 non-resident. Night School: $300 maximum / class.
Breakfast Prices: $2.50 Reduced: $0.30
Lunch Prices: Main $3.00, Reduced Lunch: $0.40
Milk 8 oz: $0.50 Orange/Apple Juice 4 oz: $0.50
Replacement School ID : $5.00
Lost/Damaged library and/or classroom textbook: replacement cost
Lost/Damaged clothing/equipment: replacement cost

Required clothing for classes and extracurricular activities

Gym Shorts and Cotton T-shirt (PE)
Swimsuit (Swimming)
Rubber soled athletic shoes
Undergarments
Towel (PE and swimming)
Socks
FCS (Year 2 & 3): white shirt, black pants, black shoes, and socks
Medical Science Academy 1 & 2: Lab Coat and Scrubs
Automotive Academy: blue jeans, close-toed shoes, academy shirt
Education Academy: business casual professional attire
Scuba oxygen - $40

Specialized Equipment or Clothing Specific to Extracurricular Activity Participation

Shoes appropriate for the activity
Gym Shorts and Cotton T-shirt
Golf clubs, practice golf balls, tees
Tennis racquet
Undergarments appropriate for the activity
Athletic socks
Baseball glove / softball glove**,** bat(s)
Protective gear (ex. soccer shin guards)
Choir: Up to $350 for competition shirt, pants, ties, dress, shoes and stockings

Optional Fees -Not Required

Ralston High School Activity Ticket-$40.00
Ralston High School Yearbook-$75.00
Graduation attire-$50.00
Printed Clothing
Physicals for Sports-$50.00
Parking-$5.00
Student Picture Packages-$15-$25
Books &/or consumable materials for personal ownership (ex. clay, wood, etc.)
Extracurricular activities admission – Maximum $25.00 per event
Extracurricular activities travel fee – Not to exceed $4800 per event

Certification (Optional to student)

Red Cross Lifeguard certification: $85.00
OSHA: $25
Scuba certification paid directly to the certification company

Donations / Fundraising

Cheer and Pom Uniforms: $1200
As approved by Superintendent or designee

AHERA NOTIFICATION

In the past, asbestos was used extensively in building materials because of its insulating, sound absorbing, and fire retarding capabilities. Virtually any building constructed before the late 1970s contained some asbestos. Intact and undisturbed asbestos materials generally do not pose a health risk. Asbestos materials, however, can become hazardous when, due to damage or deterioration over time, they release fibers. If the fibers are inhaled, they can lead to health problems, since as cancer and asbestosis.

In 1986, Congress passed the Asbestos Hazard Emergency Response Act (AHERA) which requires schools to be inspected to identify any asbestos containing building materials. Suspected asbestos-containing building materials were located, sampled (or assumed) and rated according to condition and potential hazard. Every three years, Ralston Public Schools has conducted a re inspection to determine whether the condition of the known or assumed asbestos containing building materials (ACBM) has changed and to make recommendations on managing or removing the ACBM. At the last re-inspection conducted on January 22, 2013 all materials listed in the Management Plan as asbestos containing (or assumed to be asbestos-containing) were inspected and found to be in good condition.

The law further requires an asbestos management plan to be in place. Ralston Public Schools developed a plan, as required, which has been continually updated. The plan has several ongoing requirements: publish a notification on management plan availability and the status of asbestos activities; educate and train its employees about asbestos and how to deal with it; notify short-term or temporary workers on the locations of the asbestos containing building materials; post warning labels in routine maintenance areas where asbestos was previously identified or assumed; follow set plans and procedures designed to minimize the disturbance of asbestos containing building materials; and survey the condition of these materials every six months to assure that they remain in good condition.

The following buildings contain no asbestos-containing building materials; therefore, no operations and maintenance programs or future inspections are required: Ralston Middle School. During the past year, asbestos containing building materials have been removed, encapsulated, or enclosed in the following buildings: Mockingbird kitchen storage. During the next year, we plan to conduct the following asbestos related activities at the following school buildings removal of kitchen storage room floor tile at Mockingbird Elementary.

It is the intention of Ralston Public School District to comply with all federal and state regulations controlling asbestos and to take whatever steps are necessary to ensure students and employees a healthy and safe environment in which to learn and work. You are welcome to review a copy of the asbestos management plan in school district administrative office or administrative office of the school during regular business hours. Pat Flinn is our designed asbestos program coordinator, and all inquiries regarding the asbestos plan and asbestos-related issues should be directed to 402-898-3460.

HOMELESS CHILDREN AND YOUTH

Homeless students generally include children who lack a fixed, regular, and adequate nighttime residence, as further defined by applicable state and federal law.

It is the school's policy not to stigmatize or segregate homeless students on the basis of their status of being homeless. Transportation for homeless students who enroll in the district shall be furnished by the district under the same guidelines applying to other students or if such transportation is necessary for compliance with federal law.

Each homeless child shall be provided services for which the child is eligible comparable to services provided to other students in the school selected regardless of residency. Homeless children shall be provided access to education and other services that such children need to ensure that they have an opportunity to meet the same student performance standards to which all students are held.

If a homeless child registered to attend school in the district is receiving family reconciliation services pursuant to state law, the district will work in cooperation with any county or department of social services in the district to jointly develop an educational program for the child. The district's homeless coordinator is Dianne Young who may be contacted at 402-898-3441.

PROTECTION OF STUDENT RIGHTS

Ralston Public Schools respects the rights of parents and their children and has adopted a Protection of Pupil Rights policy in consultation with parents to comply with the Protection of Pupil Rights Amendment (PPRA) and Federal Legislation Act. The policy is available on the district's website or upon request from the district's administrative office. Parents may opt their child out of participation in activities identified by the Protection of Pupil Rights policy by submitting a written request to the superintendent. The approximate dates during the school year when a survey requesting personal information as defined in the Protection of Pupil Rights policy is scheduled are as follows: First Semester. Parents may have access to any survey or other material described in the Protection of Pupil Rights policy by submitting a written request to the superintendent.

STAFF QUALIFICATIONS

Notice to Parents
As a parent of a student in Ralston you have the right to know the professional qualifications of the classroom teacher who instructs your child or if there will be a change in staff for more than four weeks of student contact days. Under the Every Student Succeeds Act, federal law allows you to request certain information about your student's classroom teacher. The law also requires the district to give you this information in a timely manner upon request. Listed below is the information about which you have the right to know:

- *Whether the Nebraska Department of Education (NDE) licensed or endorsed your student's teacher for the grades and subjects taught.*

- *Whether NDE has decided that your student's teacher can teach in a classroom without being licensed or qualified under state regulations because of special circumstances.*

- *The teacher's college major; whether the teacher has any advanced degrees, and if so, the subject of the degrees. Whether any teachers' aides or similar paraprofessionals provide services to your child and, if they do, their qualifications.*

Please contact the if you would like to receive any of this information at 402-331-4700.

FERPA Notification

The Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99) is a Federal law that protects the privacy of student education records. The law applies to all schools that receive funds under an applicable program of the U.S. Department of Education.

FERPA gives parents certain rights with respect to their children's education records. These rights transfer to the student when he or she reaches the age of 18 or attends a school beyond the high school level. Students to whom the rights have transferred are "eligible students."

- Parents or eligible students have the right to inspect and review the student's education records maintained by the school. Schools are not required to provide copies of records unless, for reasons such as great distance, it is impossible for parents or eligible students to review the records. Schools may charge a fee for copies.
- Parents or eligible students have the right to request that a school correct records which they believe to be inaccurate or misleading. If the school decides not to amend the record, the parent or eligible student then has the right to a formal hearing. After the hearing, if the school still decides not to amend the record, the parent or eligible student has the right to place a statement with the record setting forth his or her view about the contested information.
- FERPA allows schools to disclose those records, without consent, to the following parties or under the following conditions (34 CFR § 99.31):
    - School officials with legitimate educational interest;
    - Other schools to which a student is transferring;
    - Specified officials for audit or evaluation purposes;
    - Appropriate parties in connection with financial aid to a student;
    - Organizations conducting certain studies for or on behalf of the school;
    - Accrediting organizations;
    - To comply with a judicial order or lawfully issued subpoena;
    - Appropriate officials in cases of health and safety emergencies; and
    - State and local authorities, within a juvenile justice system, pursuant to specific State law.

Schools may disclose, without consent, "directory" information such as a student's name, address, telephone number, date and place of birth, honors and awards, and dates of attendance. However, schools must tell parents and eligible students about directory information and allow parents and eligible students a reasonable amount of time to request that the school not disclose directory information about them. Schools must notify parents and eligible students annually of their rights under FERPA. The actual means of notification (special letter, inclusion in a PTA bulletin, student handbook, or newspaper article) is left to the discretion of each school.

For additional information, you may call 1-800-USA-LEARN (1-800-872-5327) (voice). Individuals who use TDD may use the Federal Relay Service.

Or you may contact us at the following address:

Family Policy Compliance Office

U.S. Department of Education

400 Maryland Avenue, SW

Washington, D.C. 20202-8520

RALSTON MIDDLE SCHOOL
2019-2020 STUDENT / FAMILY HANDBOOK

BOARD OF EDUCATION
Linda Richards, President
Heather Johnson, Vice President
Dr. Jay Irwin, Secretary
Mike Overkamp, Treasurer
Mary Roarty, Member
Elizabeth Kumru, Member

DISTRICT ADMINISTRATORS
Dr. Mark Adler, Superintendent
Dr. Cecilia Wilken, Director of Teaching and Learning
Dr. Mike Rupprecht, Executive Director of Human Resources
Mr. Jason Buckingham, Executive Director of Fiscal Affairs
Mrs. Melissa Stolley, Director of Student Services
Mrs. Diane Meyer, Director of Suburban Schools/Metro Regional Program
Dr. Joshua Wilken, Career Education Coordinator / ELL Coordinator

ADMINISTRATIVE OFFICES
8545 Park Drive
Ralston, Nebraska 68127
402-331-4700
http://ralstonschools.org

RALSTON MIDDLE SCHOOL
8202 Lakeview Street
Ralston, Nebraska 68127-2777
402-331-4701
http://rms.ralstonschools.org

MIDDLE SCHOOL ADMINISTRATION
Andy Parizek, Principal
Steve Schrad, Assistant Principal & Activities Director

Table of Contents

General Information	**Page Number**
Principal Letter	3
District Mission Statements and Building Vision Statement	4
Mass Communication with Families	4
RMS Bell Schedule	5
RMS Advisement Schedule	6
Well-Managed Schools - Classroom Social (Life) Skills	7
Guidance Counselor	10
Grading Policy and RKIDs	10
Student Recognition and Academic Integrity Policy	11
Textbook and Book Covers	12
Lockers	12
Building and Grounds	13
Emergency Procedures	13
Food Items and Lunch	13
Student Appearance and Dress Code	13
Cell Phone/ Electronic Items	14
Telephones, Media Center, Physical Education, and Bikes	15
Lost and Found	15

Activities and Code of Conduct	**Page Number**
Student Activities	16
Participation	17
Extracurricular Code of Conduct	19
Relationship between Parents and Coaches/ Sponsors	20
Concussion Awareness	23
Kids Count	24

District Policies and Procedures	**Page Number**
Routine Directory Information	25
Parent Involvement in Education Practices	25
Field Trip; Parental/Guardian Access to Student Records	27
Parent/Guardian Notification of Student Surveys	28
Investigations, Arrests, and Other Student Contact by Law Enforcement and HHS	30
Audio and Video Recording	32
Notice of Non-Discrimination	33
Compulsory Attendance and Excessive Absenteeism	33
Anti-Bullying Prevention and Positive Student Behavior	37
Student Discipline	39
District Drug Policy; Interrogation and Searches	47
Use of Sniffer Dogs	48
Firearms and Weapons	50
Visitors at School	51
Health Services at School	52
Breakfast and Lunch	56
Ralston Middle School Fee List	57

June, 2019

Welcome to Ralston Middle School!

The entire staff at RMS welcomes you to a new and exciting year. It is our goal to make this school year the most successful and memorable in your school career.

Please take time to review this handbook as a family. The purpose of this handbook is to provide families with information on policies and procedures for Ralston Middle School. You will see a clear commitment to ensuring a safe and positive environment for learning to take place. Much of this information pertains to expectations and procedures for students. If we were to summarize the expectations at Ralston Middle School, they basically come down to **be safe, be respectful and be responsible**. Acting safe and making choices that ensure your physical and mental well-being are critical. Respect for yourself, others and property is a key expectation. If everyone is respected, the school is a much better place for learning. Responsibility for your learning, your actions, and your growth is also a key to success in middle school. With both of these in place, the sky is the limit and your middle school years will be a time of great growth and success for you. That is why the vision of Ralston Middle School is to develop safe, responsible and respectful learners today and leaders tomorrow.

Through a caring school, family, and community partnership, the goal of preparing students to become responsible and respectful individuals in a safe and challenging environment will remain a central focus of Ralston Middle School.

Have a great year!

Andy Parizek
Principal

Steve Schrad
Assistant Principal / Activities Director

School Handbooks are based on Board of Education Policies
www.ralstonschools.org/BoardOfEducation

Purpose State of Ralston Public Schools
A community dedicated to achieving excellence through purposeful instruction and nurturing a climate of hope.

Direction Statement
Cultivating resilient citizens prepared for the diverse demands of the future.

Ralston Public Schools Believe . . .

- The educational process is a partnership involving the school, the family, the student, and the community
- Students learn best when they are actively engaged in the process
- All students can learn
- Students learn best when schools maintain high expectations for learning
- The foremost responsibility of any educational organization is the student
- The essence of education is the ability to develop lifelong learners to deal responsibly with choice in a changing world

January, 2014

Board of Education policies can be accessed at the school building office and on the district website - www.ralstonschools.org

Ralston Middle School
It is the vision of Ralston Middle School to develop safe, responsible and respectful learners today and leaders tomorrow.

Mass Communication with Families
To ensure effective and timely communication between our school district, staff, and school patrons, Ralston Public Schools uses a mass messaging system. This program allows our middle school to reach students and families about important events by phone, email or text, and through the RPS Mobile App. Also, it can serve as an information system to communicate student absences, school cancellations due to inclement weather, and crisis situations that may arise. Messages come in the form of a pre-recorded phone call, a text, a push alert, and in other cases, will accompany an email. With communication being a key component in creating a successful school-community connection, this will help to keep our middle school family consistently informed.

Bell Schedule

Building-wide Homeroom and Lunch Schedule (Monday, Tuesday, Wednesday, Thursday, Friday - 30 minutes for Homeroom and 30 minutes for Lunch) -

Monday - *DEAR (Drop Everything And Read) / Read Alouds / Academic Vocabulary*
Tuesday - *Well-Managed Schools / Character Education*
Wednesday - *Planner and Grade Checks / Career Education / Academic Study Hall*
Thursday - *Math Problem of the Week / Math Facts*
Friday - *Team Building*

Bell Schedule
(Monday and Friday -
44 minute class periods)

7th grade

- Period 1 - 8 to 8:44 am
- Period 2 - 8:48 to 9:32 am
- Period 3 - 9:36 to 10:20 am
- Period 4 - 10:24 to 11:08 am
- Period 5 (Lunch and Homeroom) - 11:12 am to 12:12 pm
  - 7A lunch - 11:12 to 11:42 am
  - 7B lunch - 11:27 am to 11:57 am
- Period 6 - 12:16 to 1 pm
- Period 7 - 1:04 to 1:48 pm
- Period 8 - 1:52 to 2:36 pm
- Period 9 - 2:40 to 3:24 pm

8th grade

- Period 1 - 8 to 8:44 am
- Period 2 - 8:48 to 9:32 am
- Period 3 - 9:36 to 10:20 am
- Period 4 - 10:24 to 11:08 am
- Period 5 - 11:12 to 11:56 am
- Period 6 (Lunch and Homeroom) - Noon to 1 pm
  - 8A lunch - Noon to 12:30 pm
  - 8B lunch - 12:15 to 12:45 pm
- Period 7 - 1:04 to 1:48 pm
- Period 8 - 1:52 to 2:36 pm
- Period 9 - 2:40 to 3:24 pm

Bell Schedule
(Tuesday and Thursday -
40 minute class periods)

7th grade

- Period 1 - 8 to 8:40 am
- Period 2 - 8:44 to 9:24 am
- *WIN Time - 9:28 to 9:56 am*
- Period 3 - 10 to 10:40 am
- Period 4 - 10:44 am to 11:24 am
- Period 5 (Lunch and Homeroom) - 11:28 am to 12:28 pm
  - 7A lunch - 11:28 to 11:58 am
  - 7B lunch - 11:43 am to 12:13 pm
- Period 6 - 12:32 to 1:12 pm
- Period 7 - 1:16 to 1:56 pm
- Period 8 - 2 to 2:40 pm
- Period 9 - 2:44 to 3:24 pm

8th grade

- Period 1 - 8 to 8:40 am
- Period 2 - 8:44 to 9:24 am
- *WIN Time - 9:28 to 9:56 am*
- Period 3 - 10 to 10:40 am
- Period 4 - 10:44 am to 11:24 am
- Period 5 - 11:28 am to 12:08 pm
- Period 6 (Lunch and Homeroom) - 12:12 to 1:12 pm
  - 8A lunch - 12:12 to 12:42 pm
  - 8B lunch - 12:27 to 12:57 pm
- Period 7 - 1:16 to 1:56 pm
- Period 8 - 2 to 2:40 pm
- Period 9 - 2:44 to 3:24 pm

Bell Schedule
(Wednesday -
40 minute class periods)

7th grade

- Period 1 - 8:32 to 9:12 am
- Period 2 - 9:16 to 9:56 am
- Period 3 - 10 to 10:40 am
- Period 4 - 10:44 am to 11:24 am
- Period 5 (Lunch and Homeroom) - 11:28 am to 12:28 pm
  - 7A lunch - 11:28 to 11:58 am
  - 7B lunch - 11:43 am to 12:13 pm
- Period 6 - 12:32 to 1:12 pm
- Period 7 - 1:16 to 1:56 pm
- Period 8 - 2 to 2:40 pm
- Period 9 - 2:44 to 3:24 pm

8th grade

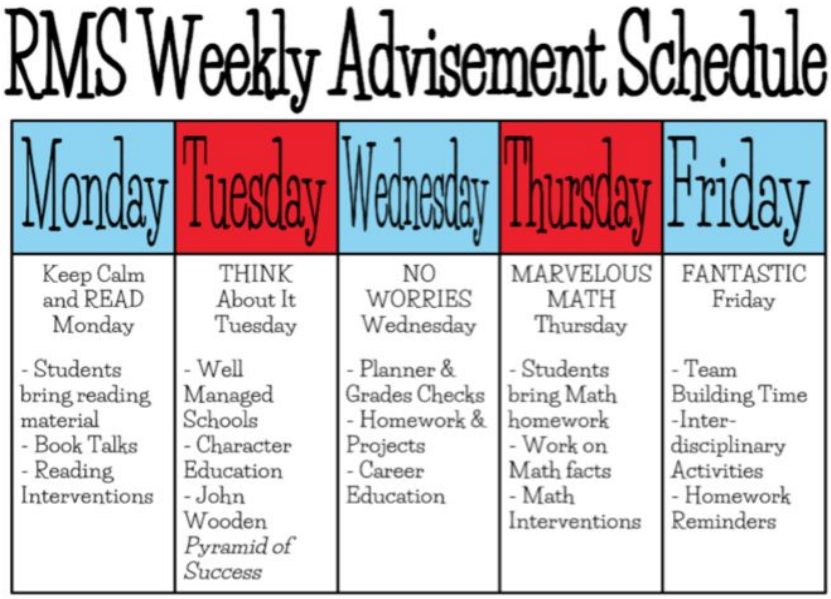
- Period 1 - 8:32 to 9:12 am
- Period 2 - 9:16 to 9:56 am
- Period 3 - 10 to 10:40 am
- Period 4 - 10:44 am to 11:24 am
- Period 5 - 11:28 am to 12:08 pm
- Period 6 (Lunch and Homeroom) - 12:12 to 1:12 pm
  - 8A lunch - 12:12 to 12:42 pm
  - 8B lunch - 12:27 to 12:57 pm
- Period 7 - 1:16 to 1:56 pm
- Period 8 - 2 to 2:40 pm
- Period 9 - 2:44 to 3:24 pm

Homeroom/ Advisement

Advisement is a program that build meaningful relationships between students and teacher. Every student should have at least one advocate and trusted adult in the building. Your advisement teacher/ advisor will play a key role in helping you see and meet your potential by doing the following -

- Help students make friends, develop positive peer group relationships and a sense of belonging
- Provide an orientation to Ralston Middle School and the student handbook
- Teach, reinforce, and build character as a middle school student working together with our classroom community
- Help students develop a sense of academic purpose and personal commitment to educational goals
- Help students achieve academic success by developing organizational skills, time management skills, effective study habits and academic support
- Develop the skills, attitudes and behaviors that will help students function productively
- Reinforce the values of respect, responsibility, personal safety and accountability through character

The following weekly schedule will be followed by all advisement groups at Ralston Middle School (some changes may be made throughout the year due to testing, guest speakers, etc.) -



Responsible and Respectful Behavior

General Information

You are expected to conduct yourself appropriately and to cooperate with the requests of all staff members. Seventh grade students arriving to Ralston Middle School before 7:53 am must report to the Upper Gym, and eighth grade students must report to the Cafeteria. Students are not permitted to other areas of the building prior to 7:53 a.m. unless they have a pass from a staff member. Students must stop in the main office to get permission before visiting with a teacher either before 7:53 am or after 3:30 pm.

Responsible and Respectful Class Behavior

Your teachers will teach you the student expectations. Teachers will communicate with you when you are not meeting the expectations for student behavior. Teachers will also notify your parent/guardian if you fail to meet classroom expectations.

Ralston Middle School

Well Managed Schools - *Classroom Social (Life) Skills*

2019-2020

Corrective Teaching Interaction

- Give Praise / Empathy
- Describe Inappropriate Behavior
- Describe Appropriate Behavior
- Give a Reason
- Practice
- Negative Consequences (Optional)

Effective Praise

- Show Approval
- Describe Behavior or Skill
- Give a Reason
- Positive Consequence (Optional)

****

Greeting Others

1. Look at the person.
2. Use a pleasant voice tone.
3. Offer a verbal greeting.

Setting Goals

1. Decide on your overall values and lifestyle desires.
2. List the resources you need to fulfill these lifestyle options.
3. Examine the intermediate steps in accomplishing your overall outcome.
4. Establish short and long term goals that will help you accomplish the steps necessary for the desired outcome.

Being Prepared for Class

1. Gather all necessary books, papers, homework and writing implements.
2. Be on time for class.
3. Present homework and assignments when the teacher asks for them.
4. Write down assignments and homework to complete.

Following Instructions

1. Look at the person.
2. Say "Okay" and/ or nod to show understanding.
3. Do what you've been asked right away.
4. Check back.

Staying on Task

1. Look at your task or assignment.
2. Think about the steps needed to complete the task.
3. Focus all of your attention on the task.
4. Stop working only when instructed.
5. Ignore distractions and interruptions from others.

Getting the Teacher's Attention

1. Look at the teacher.
2. Raise your hand calmly.
3. Wait to be acknowledged by the teacher.
4. Ask questions or make requests in a calm voice.

Accepting Criticism or a Consequence

1. Look at the person.
2. Say "Okay".
3. Stay calm.

Contributing to Discussions (Joining in a Conversation)

1. Look at the people who are talking.
2. Wait for a point when no one else is talking.
3. Make a sort, appropriate comment that relates to the topic being discussed.
4. Choose words that will not be offensive or confusing to others.
5. Give other people a chance to participate.

Listening to Others

1. Look at the person who is talking and remain quiet.
2. Wait until the person is finished talking before you speak.
3. Show that you heard the person by nodding your head and saying "Okay" or "That's Interesting".

Completing Homework

1. Find out at school what the day's homework is for each subject.
2. Remember to bring home necessary books or materials in order to complete your assignments.
3. Get started on homework promptly, or at the designated time.
4. Complete all assignments accurately and neatly.
5. Carefully store completed homework until the next school day.

Making a request (Asking a Favor)

1. Look at the person.
2. Use a clear, pleasant voice tone.
3. Make your request in the form of a question by saying "Would you…" and "Please…"
4. If your request is granted, remember to say "Thank you."
5. If your request is denied, remember to accept "No" for an answer.

Accepting "No" for an Answer

1. Look at the person.
2. Say "Okay," or gesture to show understanding.
3. Stay calm.
4. If you disagree, ask later.

Ralston Middle School

Well Managed Schools - *Classroom Social (Life) Skills*

2019-2020

Disagreeing Appropriately

1. Look at the person.
2. Use a pleasant voice tone.
3. Say "I understand how you feel".
4. Tell why you feel differently.
5. Give a reason.
6. Listen to the other person.

Advocating for Oneself

1. Identify a situation in which you should advocate for yourself.
2. Remember to remain calm and use a pleasant or neutral voice tone.
3. Describe your point of view or the outcome you desire.
4. Give rationales for advocating for yourself.
5. Thank the person for listening.

Making an Appropriate Complaint

1. Look at the person.
2. Phrase your complaint as an objective problem, not a personal attack.
3. Remain calm and pleasant.
4. Be assertive, but avoid repeating your complaint over and over.
5. Thank the person for his or her cooperation.

Choosing Appropriate Words to Say

1. Look at the situation and the people around you.
2. Know the meanings of words you are about to say.
3. Refrain from using words that will offend people around you or that they will not understand.
4. Decide what thoughts you want to put into words and then say the words.

Accepting Decisions of Authority

1. Look at the person.
2. Remain calm and monitor your feelings and behavior.
3. Use a pleasant or neutral tone of voice.
4. Acknowledge the decision by saying "Okay" or "Yes, I understand".
5. If you disagree, do so at a later time.
6. Refrain from arguing, pouting or becoming angry.

Using Anger-Control Strategies

1. Learn what situations cause you to lose control or make you angry.
2. Monitor the feelings you have in stressful situations.
3. Instruct yourself to breathe deeply and relax when stressful feelings begin to arise.
4. Reword angry feelings so they can be expressed appropriately and calmly to others.
5. Praise yourself for controlling emotional outbursts.

Making an Apology (Saying You're Sorry)

1. Look at the person.
2. Use a serious, since voice tone, but don't pout.
3. Begin by saying, "I wanted to apologize for…" or "I'm sorry for…"
4. Do not make excuses or try to rationalize your behavior.
5. Sincerely say that you will try not to repeat the same behavior in the future.
6. Thank the other person for listening.

Expressing Empathy and Understanding for Others

1. Listen closely as the other person expresses his or her feelings.
2. Express empathy by saying, "I understand…."
3. Demonstrate concern through your words and actions.
4. Reflect back the other person's words by saying, "It seems like you're saying…."
5. Offer any help or assistance you can.

Giving Compliments

1. Look at the person you are complimenting.
2. Speak with a clear, enthusiastic voice.
3. Praise the person's activity or project specifically. Tell him or her exactly what you liked about it.
4. Use words such as, "That's great," "Wonderful" or "That was awesome."
5. Give the other person time to respond to your compliment.

Showing Appreciation

1. Look at the person.
2. Use a pleasant, sincere voice.
3. Say "Thank you for…" and specifically describe what the person did that you appreciate.
4. If appropriate, give a reason for why it was so beneficial.
5. Offer future help or favors on your part.

Accepting Awards and Honors

1. Look at the presenter.
2. Shake hands.
3. Maintain a pleasant expression.
4. Use a pleasant voice tone and say, "Thank you for…" or "I feel honored."
5. Return quietly to your seat.

Accepting Compliments

1. Look at the person who is complimenting you.
2. Use a pleasant voice tone.
3. Thank the person sincerely for the compliment.
4. Say "Thanks for noticing" or "I appreciate that."
5. Avoid looking away, mumbling or denying the compliment.

Ralston Middle School
Well Managed Schools - *Classroom Social (Life) Skills*
2019-2020

Going to an Assembly

1. Walk quietly in the hallway.
2. Sit in your assigned seat (or section).
3. Listen attentively.
4. Clap at an appropriate time, in an appropriate manner.
5. Wait to be dismissed.

Accepting Winning Appropriately

1. Look at the person or members of the team who lost.
2. Remain pleasant but not overly happy or celebratory.
3. Congratulate the other person or team for a good game and for trying.
4. Do not brag or boast about winning.

Accept Defeat or Loss

1. Look at the person or members of the team who won.
2. Remain calm and positive.
3. Say "Good game" or "Congratulations."
4. Reward yourself for trying your hardest.

Choosing Appropriate Friends

1. Think of the qualities and interests you would look for in a friend.
2. Look at the strengths and weaknesses of potential friends.
3. Match the characteristics of potential friends with activities and interests you would share.
4. Avoid peers who lead you to make negative choices.

Setting Appropriate Boundaries

1. Imagine a series of circles radiating out from you. Each represents a boundary.
2. Picture people you encounter in one of the circles, depending on the level of closeness with which you and another person are comfortable.
3. Disclose personal information only to those in the closest boundaries.
4. Respect the boundaries of others.

Extending an Offer or Invitation

1. Choose an appropriate time and place to extend the invitation.
2. Look at the person.
3. Use a pleasant or happy voice tone.
4. Extend the invitation.
5. Request a timely response.
6. Politely end the conversation.

Declining an Offer or Invitation Graciously

1. Look at the person.
2. Use a calm, pleasant voice tone.
3. Thank the person for the invitation or offer.
4. Give a reason why you cannot or do not wish to accept.
5. Offer an alternative activity or suggest another time.

Resisting Negative Peer Pressure

1. Look at the person.
2. Use a calm, assertive voice tone.
3. State clearly that you do not want to engage in the inappropriate activity.
4. Suggest an alternative activity. Give a reason.
5. If the person persists, continue to say "No."
6. If the peer will not accept your "No" answer, ask him or her to leave or remove yourself from the situation.

Responding to/ Reporting Inappropriate Talk

1. Stay calm.
2. Tell the other person to stop his or her behavior.
3. Leave the situation.
4. Find an adult as quickly as possible.
5. Gain the adult's attention appropriately.
6. Honestly describe everything you experienced or witnessed.
7. Answer all questions honestly.
8. Thank the adult for listening and taking action.

Reporting Other Youths' Behavior (Peer Reporting)

1. Find the appropriate adult of authority figure.
2. Look at the person.
3. Use a clear, concerned voice tone.
4. State specifically the inappropriate behavior you are reporting.
5. Give a reason for the report that shows concern for your peer.
6. Truthfully answer any questions that are asked of you.

Communicating Honestly

1. Look at the person.
2. Use a clear voice. Avoid stammering or hesitating.
3. Respond to questions factually and completely.
4. Do not leave out details or important facts.
5. Truthfully take responsibility for any inappropriate behaviors you displayed.

Guidance Counselor (Policy 6048)
There are times when we all get down on ourselves and lose confidence. There is a caring and skilled counselor at Ralston Middle School to listen. If you need guidance or just need someone to listen to a problem, a counselor is here to listen to you. This person will work closely with your entire team and get to know you better through some team and advisement activities. Counseling services are available to every student in our school. Students can stop by the counselor's office to set up a time and to get a pass. Students must check in with their teacher before meeting with the counselor. If something is urgent and the counselor is not available, do not wait. Please visit with another staff member.

The counselor can help you with many things including:

- Academic success
- Attendance
- School / grade transition
- Selection of classes
- Peer / family concerns
- Study skills

The counselor will be in the classroom periodically to do guidance activities on topics such as:

- Making new friends
- Peer pressure
- Cliques
- Bullying
- Sexual harassment
- Setting goals
- Decision making
- Tolerance
- Diversity
- Self-esteem

Grading
Ralston Middle School uses a traditional grading scale for all courses:

- A = Superior = 92-100
- B = Above Average = 84-91
- C = Average = 76-83
- D = Below Average = 67-75
- F = Failure = 0-66
- I = Incomplete
- NM = No Mark
- P = Passing

As a student working to achieve success in the classroom, it is your responsibility to -

- Stay informed and use R-KIDS - http://rps.sharpschool.net/parent_access/R-kids (R-KIDS Login)
- Visit with your teachers about their availability to work with you
- Remember learning takes effort both in and outside the classroom

Scan the QR code with a smartphone app to visit R-KIDS online:

Student Recognition

The RMS Honor Roll recognizes above average student academic performance. Students with the following semester grade point averages (GPA) will be recognized in the following categories -

- Distinguished Scholar - 4.0-3.50
- Outstanding Scholar - 3.49-3.00

No student shall be on the Distinguished Honor Rolls that has received a grade below a "B". No student shall be on any Honor Roll that has received a grade below a "C" and/or has an incomplete for the semester. All incomplete grades must be made up no later than one week after the conclusion of a quarter.

Ralston Middle School Academic Integrity Policy

To ensure our vision of creating a community of respect, responsibility, and academic excellence, we must demonstrate a high level of personal character and academic integrity.

Academic Integrity is:

- Completing and submitting work that is entirely your own, including words, thoughts, ideas, concepts, images, and data.
- Giving credit when you use other's words, thoughts, ideas, concepts, images, or data in your work.
- Not plagiarizing or cheating when completing your work.

What is plagiarism?

- Plagiarism is submitting the works, ideas, images, or data from another person in any of your academic writing or projects, and claiming them as your own.

Examples of plagiarism:

- Copying and pasting a passage of text unchanged from an internet or online resource without citing the source.
- Copying slides from another student's PowerPoint and including them in your project.
- Copying pictures from Google Images and inserting those into your paper or project without citing the source (photographer's credit or location where the picture was found).
- Copying word-for-word from a printed resource (encyclopedia, magazine, etc.) and claiming it as your own.
- Copying an idea or format for a story or poem and claiming it as your own.

What constitutes cheating?

- Possession of unauthorized materials (cheat sheets, notes, etc.)
- Having someone else completing your work for you.
- Copying someone else's homework, allowing someone to copy your homework, or turning in someone else's work as your own.
- Using fake or fabricated quotes, references, or data in your work.
- Copying someone else's test, quiz, exam, or sharing answers during a test, quiz, or exam with someone else.
- Using technology to retrieve/ share answers, testing materials, etc.

Examples of academic cheating:

- Writing the answers to a test on your hand.
- Having your friend or sibling write an essay for you.
- Copying your friend's math homework, or allowing a friend to copy your homework.
- Inventing statistics or data to support your conclusions on a science experiment.

Consequences for Plagiarism and/or Cheating:

- Parents will be notified of academic misconduct by either the teacher or the principal.
- Students will be required to do another similar replacement assignment or exam to demonstrate accurate evidence of learning, or they can be required to retake or re-submit the work. If retaking or re-submitting the work, the student must complete this on his/her own time.
- Participation in extracurricular activities may be suspended until the issue has been fully resolved to the satisfaction of the principal.
- A student's academic misconduct can be confidentially communicated to their teachers.
- Appropriate consequences will be determined by administration.

Textbooks and Book Covers

The school district loans textbooks to you. Keep them covered, clean, and protected because you will return them at the end of the semester or school year. You are responsible for their condition and may be fined up to the full cost of the book if there is abnormal wear or damage to any books you have been loaned. You may provide your own book covers, or your team teachers will have some free books covers available.

Lab equipment, sports equipment, instruments, computers, lockers, tables, chairs, and desks are all school property, and you are responsible for items in your care. Ralston Middle School is not responsible to pay for damages when another student steals, vandalizes or breaks another student's personal property.

Lockers (Policy 5036)

Lockers are the property of the school district and students are permitted to use them without charge. The assignment of a locker is on a temporary basis and may be revoked at any time. School officials may inspect student lockers without any particular suspicion or reasonable cause.

The school loans lockers to each student as an area to keep coats, books, and other times that are needed for school. Students will have access to their lockers during each passing period. Lockers will be issued at the beginning of the school year. Students, students' possessions including, but not limited to purses, bags, and automobiles, may be searched whenever there is a reasonable suspicion that the student possesses any illegal substance or object which is violation of law or district policy, or which could cause bodily harm or damage to property. The refusal of a student to consent or submit to a reasonable search and/ or to surrender objects or substances found as a result of such search may be grounds for discipline.

Each student is assigned his or her own locker. Students are not to share lockers for any reason.

- Lockers are school property.
- Lockers are subject to inspection at any time. This may include inspecting by police dogs.
- Use only the locker assigned to you.
- Your locker combination is your personal business - DO NOT TELL YOUR COMBINATION TO ANYONE!
- Lockers must be kept in an orderly fashion at all times.
- Kicking lockers closed is not acceptable.
- Rigging lockers to open them without using the combination leaves all items in the locker susceptible to theft - Do not preset your locker to open.
- Never leave anything unlocked in the locker rooms.
- If your locker gets stuck, tell an office secretary, teacher, counselor, or administrator.

Building and Grounds

Your parents and the taxpayers in this school district pay for our educational programs, materials, and facility. Any offender will pay for vandalism or careless use of property, and disciplinary actions will be taken by the administration. You are expected to care properly for the furniture, equipment, and building.

- Pick up your trash and the trash around you.
- Recycle paper.
- No open containers of pop or other liquid are permitted outside of the cafeteria, unless cleared as a legitimate medical condition.

Emergency Procedures

Various drills are held at regular intervals throughout the school year and are an important safety precaution. It is essential when these drills are held that everyone follows staff instructions promptly. Directions for each type of emergency will be reviewed by the teacher and posted in each classroom and within the student planner. If a student is in the hall during a Lockout, the student should return to their classroom. If a student is the hall during a Lockdown, the student should go to the closest possible restroom.

Food Items

Food and beverage items should be consumed in the cafeteria. Exceptions would be special food days in classes or advisement. Clear water bottles may be used in a respectful and responsible manner. Sunflower seeds will not be allowed in the building at any time. The permission of gum will be at the teacher discretion.

Lunch

Parents, students, etc., are asked not to bring/ order in lunches from outside vendors to students or groups of students unless cleared through the principal's office. Students will be able to leave the building for lunch only with their parent or guardian.

Student Appearance (Policy 5031)

Any manner of dress, hair style, make up, or personal hygiene that -

- Constitutes a threat to the safety, health, or welfare of the student or others;
- Violates any statute;
- Interferes with the education process, or that school officials can reasonably predict will interfere with the education process; or
- Causes or may cause excessive maintenance problems in the school may be grounds for corrective or disciplinary action.

The superintendent or his/her designee may institute specific dress code regulations in any school consistent with board policy.

Dress Code

The school dress code is based on the principle that student dress is a responsibility of each student's parents/guardians. For this reason, we feel that many of the restrictions on dress code and grooming should originate with the parent/guardian rather than with the school administration.

The dress code should allow for individualism and meet the current trend of changing styles. However, when a style becomes extreme, the matter will be discussed with the student. Students wearing clothing

that is deemed inappropriate may be sent home or have proper clothing delivered by a parent or wear clothing stored in the office for dress code violations. Students who refuse to comply will face disciplinary action.

1. Appearance which is disruptive, according to the staff, will not be allowed. Students may be referred to administration for final approval. Automatically included in this category are -
    a. Not any clothing that is offensive or distracting to the learning environment. (Clothing with vulgar, obscene, profane, suggestive or otherwise inappropriate drawings or slogans)
    b. No sagging pants.
    c. No bare midriffs.
    d. No spaghetti straps, tank tops with less than 2 inch sleeves on each arm, or strapless tops may be worn.
    e. No pants/clothing with tears/missing fabric that reveals excessive skin.
2. Students must wear shoes or sandals at all times, no slippers.
3. Students will not be allowed to wear hats, caps, bandanas, bandanas worn as headbands, or other head coverings that are not related to an individual's religious/cultural beliefs. Those items are to be kept IN LOCKERS during the day from 7:53 am to 3:24 pm. Bandana printed items may not be worn or displayed.
4. Coats are generally not needed in school and should not be worn in class unless a teacher determines coats are needed.
    a. What is NOT allowed? Any coat that is generally worn as an OUTSIDE coat for warmth is not allowed. Not allowed are heavy overcoats, ski jackets, rainwear, or any lined jackets.
    b. What IS allowed? One layer cotton lining inside a windbreaker, unlined windbreaker, and pullover or zippered sweatshirts are acceptable for indoor wear.
    c. Sweatshirts with hoods are allowed but the **hoods must be down at all times** during the school day.
5. Book bags and purses must stay in the students' lockers during the school day as well.

Cell Phone/ Electronic Items (Policy 6025)

Ralston Middle School recognizes the increased use of electronic devices in society and also recognizes their value when used properly. Our primary concern is the academic success of students since the misuse of electronic devices can interfere with student learning. We also understand the need for parents to occasionally contact their student; however, it is best to call the office and a note will be sent to the student. Students are not allowed to check their device or respond to parent contacts during class time without teacher's permission. The following rules will govern the use of electronic devices at the middle school -

1. Students must follow classroom teachers' stated expectations and guidelines. Staff may confiscate electronic devices if students fail to comply with those expectations.
2. Electronic devices may be used before and after school.
3. Students must discontinue use of any electronic device when so instructed by any staff member at any time during the school day.
4. Electronic devices that are confiscated by staff will be turned into the office where the student or parent may pick it up after school. All subsequent violations could require a parent to pick up the device; the student may also have additional consequences assigned.

Administrative Action

These items, if seen or heard in the building by a staff member, will be confiscated and turned in to the office. Parents and/or guardians could be required to come to the middle school and pick these items up each time they are taken from their student. Students will be able to use the school phones to call parents/guardians for rides after school, practices, and contests.

Telephones
We have phones in each classroom. Students may request use of a phone and teachers will determine if the request is appropriate. Office phones are to be used for emergencies only.

Media Center
All students enrolled in Ralston Middle School are entitled to borrow books from the school media center. A library ID card is not needed. During school hours, a student will be allowed to use the media center with a pass signed by a teacher. Books and periodicals taken out of the media center must be checked out at the circulation desk. Students should exercise good judgment when deciding the number of books to check out at one time. Reserved books, reference books, and encyclopedias may be checked out for one period or overnight only.

Physical Education
Physical Education is part of our curriculum. Every student is expected to participate unless excused as a part of legitimate medical condition.

Should this be the case, we expect a doctor's written excuse stating the reason and the length of time the pupil will not be participating. These excuses will be renewable at the beginning of each school year. If a student has a doctor's written excuse, he/she will be unable to participate in athletic practice and events during that time. Parent/guardian written excuses may not amount to more than three (3) days for the school year. For any illness or injury that limits the student's activity longer than this, a doctor's written excuse is expected.

Proper gym shoes are required. Clothing for P.E. must follow the dress code policies.

Bikes
- Park bikes in the bike racks provided.
- LOCK your bikes at all times.
- The school is not responsible for lost, stolen, or damaged bikes.
- Non-licensed (e.g., moped, go-carts, mini bikes, etc.) motorized vehicles are prohibited on school property.

Lost and Found
Ralston Middle School's "Lost and Found" is located in the main office. If you have lost a textbook, a sweatshirt, or anything else; just tell the secretaries in the office and they will help you locate the lost item. Quarterly, the Lost and Found is cleaned out, and items are given to charity.

Student Activities (Policy 6028)
The school day at RMS does not necessarily end when the bell rings at the end of the day. There are several opportunities for students after school, however students need to report to the designated areas directly after school, or bring a signed note if they are staying after with a teacher. **Students not participating in an after school opportunity are expected to be off school property by 3:30 p.m**. If a student is participating in any extra-curricular activity, they must be present at school for at-least four periods of the school day.

The opportunities listed below are available for students staying after school. Students involved must follow the school guidelines when staying after school.

Teacher Help Computer Labs Media Center Athletics Activities KIDS Count

Ralston Middle School programs are proud of the students, coaches and sponsors who contribute to make the activities programs a positive experience for its participants. Success in extracurricular activities cannot always be measured by the wins and losses of each program, but they must also be measured by the satisfaction and educational experiences received by the participants. The activities program also provides opportunities to assist participants in growing physically, mentally, and emotionally.

The element of competition, although it exists, is controlled to the point that is does not determine the nature of the programs. This is considered to be educationally and psychologically sound because of the training it offers for living in a competitive society. Students are stimulated to want to win and excel, but the principles of good sportsmanship prevail at all times to enhance the educational values of the contest.

The coaching and activities staff and administration believe that participation in activities and athletics, both as a participant and as a student spectator, is an integral part of the student's educational experiences. Such participation is a privilege that carries with it responsibilities to the school, the team, the student body, the community, and the students themselves. In their participation and in their conduct, they are representing all of these groups. Such experiences contribute to the knowledge, skill, and emotional patterns that they possess, thereby providing guidance in becoming better people and better citizens.

Safety
The District's philosophy is to maintain an activities program that recognizes the importance of the safety of the participants. To ensure safety, participants are required to become fully familiar with the dangers and safety measures established for the activity in which they participate, to adhere to all safety instructions for the activity in which they participate, to inform their coach or sponsor when they are injured or have health problems that require their activities be restricted, and to exercise common-sense.

Warning for Participants and Parents
The purpose of this warning is to bring your attention to the existence of potential dangers associated with athletic injuries. Participation in any intramural or athletic activity may involve injury of some type. The severity of such injury can range from minor cuts, bruises, sprains and muscle strains to more serious injuries to the body's bones, joints, ligaments, tendons, or muscles, to catastrophic injuries to the head, neck and spinal cord. On rare occasions, injuries can be so severe as to result in total disability, paralysis or death. Even with appropriate coaching, appropriate safety instruction, appropriate protective equipment and strict observance of the rules, injuries are still a possibility.

Player Responsibility - Listen to your Coaches/Sponsors
- Stop what you are doing and make eye contact.

- Be respectful while listening by displaying appropriate body language.
- Make a conscious effort to pay attention to detail.
- Respond to instructions immediately and in a positive manner.
- If you do not understand, raise your hand and ask questions.

Player Responsibility - Accept Coaching Instruction and Team Philosophies

- Understand that coaching is instructional. Learning the fundamentals of your sport/activity is integral in becoming the best you can be in that particular endeavor.
- If you feel frustrated, visit with your coach or sponsor at an appropriate time.
- Make only **POSITIVE** comments to your teammates - **SUPPORT ONE ANOTHER!**
- Remember your teammates are here for the same common goals!
- Respect your opponents- treat them how you would choose to be treated.
- Win with class. Lose with dignity.

Sports by season:

Fall (August – mid October)	Football, volleyball, cross country
Early Winter (end of October - December)	Boys basketball
Late Winter (December – March)	Girls basketball, wrestling
Spring (end of March – May)	Track

In order to participate in any sport, students must provide:

1. ***A physical exam to be kept on file at Ralston Middle School.*** Students will not be able to participate in any practices or games until this physical is received in our office. All students entering seventh grade are required to have physical exams prior to enrolling at RMS. These also serve as the athletic physical during the student's seventh grade year.
2. ***A ONE TIME activity fee of $20.00*** *(paid each school year)*. Please make checks payable to Ralston Middle School.
3. ***Signed parent permission form and RECEIPT OF RALSTON MIDDLE SCHOOL 2019-2020 STUDENT HANDBOOK signature*** (part of student check-in packet).
4. ***Students must also have proof of health insurance.*** Ralston Middle School provides NO insurance coverage. It is the responsibility of the parents to provide adequate insurance to cover any medical expenses that may be incurred while the student is participating in athletics or resulting in their participation in athletics. If a student needs health insurance, please stop in the office for informational handout provided by Student Assurance Services.

Attendance Requirements

1. Attend practices regularly. Students may miss practices for the following reasons only: 1) family 2) church 3) involvement in another school activity 4) illness (absence from school that day)
2. Be on time for all scheduled practices, contests and departure for contests. In the event a participant is unable to attend a practice or contests, the participant should contact the coach or sponsor in advance by phone, with a written note, or by email. Any practice that is missed without prior contact with the coach will be assumed an unexcused practice.
3. On the day of a contest, performance or other activity, be in attendance for four periods of the school day. A student who is not in attendance for the four periods is ineligible for the contest, performance, or activity (*exceptions may be made for extenuating circumstances, such as doctor/dentist appointments or family emergencies. The principal or athletic director must approve the exception).*
4. Every attempt should be made to be in attendance the day of a contest. Sleeping in to rest up for the game will not be considered an extenuating circumstance, nor will be going home ill and then returning to play in the contest later that day.

5. Students will have situations when they meet with teachers after school to make up tests or assignments. Academics are always the first priority. In this situation, students must:
    - Bring a note/pass from the teacher to their coach **before** practice begins. Some coaches may have you change into your practice clothes before meeting with your teacher.
    - Complete assignments with teacher then return to practice.

However, if a student must serve a detention due to our RMS late work policy or for not meeting expectations for behavior in the classroom. Students must still possess a note/pass from the teacher in these situations so coaches are aware of the team member obligations with their teachers.

Equipment and Lockers

The athletic department will furnish equipment needed for each program. It will not furnish shoes or any equipment needed of a personal nature. All equipment checked out to a participant is his/her responsibility. Upon completion of the season, the equipment will be checked in to the coach. *If there is an item missing or damaged, the student must pay for the replacement cost.*

Students are provided a locker in the locker room to store practice clothing and equipment. *Students are to be responsible for locking all equipment and personal articles in their lockers during practice and game times.* Negligence in doing so could result in items being stolen. The school is not responsible for lost or stolen items.

Scheduled Practice Times

Students will receive a practice and game schedule from their coaches at the start of the sport season. Practices will be held from 3:25-5 p.m. During the winter sports season, there could be 6:00-7:30 a.m. practices on a rotating basis due to the availability of the gyms. However, please refer to the practice schedule received at the beginning of the season for exact practice times. These may vary. Please arrange your student to be picked up from practices and games on time.

Cancellation/Postponement Procedure:

There may be situations when we will need to postpone or cancel games or matches due to inclement weather. The following steps will be used to communicate to parents:

- An announcement will be made over the school intercom to alert students of the cancellation/postponement.
- Students will be allowed to use classroom telephones to contact parents.
- In the event that games are cancelled or postponed, no practices will be held after school.
- The cancellation/postponement will also be posted on our RMS website.

Facilities Usage

No one is allowed to be in the building or to use the athletic facilities without a coach or sponsor supervising. Any athlete using the weight room must also be supervised by coaching staff.

Transportation Policy

Activities may be conducted at locations other than Ralston Middle School. In some instances, Ralston Middle School will not provide transportation to the activity. Ralston Middle School is not responsible when students are provided transportation by a vehicle driven by others. In these instances, the responsibility and liability of the school and school officials is limited to the period from the participant's arrival at the event site and contact with the coach, sponsor, or assigned staff member, until dismissal from the event. All other liability for the child's safety lies with the parent, or their designated drivers.

Age Specific Information to Parents of Middle School Athletes

NSAA Eligibility Rule 2.3 – "Student is ineligible if 19 years of age before August 1 of current school year." (Students in grades 7 or 8 may participate on a high school team if he/she is 15 years of age prior to

August 1 of the current school year). Parents need to be informed that their son/daughter, who would be ineligible if they turn 15 years of age before August 1st of their 8th grade year of school or 14 years of age before August 1st of their 7th grade school year. Please contact your school's activities director for more information.

Extracurricular Code of Conduct

Participation in extracurricular activities is a privilege. The privilege carries with it responsibilities to the school, team, student body, and the community. Participants are not only representing themselves, but also their school and community in all of their actions. Others judge our school on the student participants' conduct and attitudes, and how they contribute to our school spirit and community image.

The student participants' performance and devotion to high ideals and values make their school and community proud. Consequently, participation is dependent upon adherence to this Code of Conduct and the school district's policies, procedures and rules.

Scope of the Code of Conduct

The Code of Conduct applies to all extracurricular activities. Extracurricular activities means student activities or organizations which are supervised or administered by the school district which do not count toward graduation or grade advancement and in which participation is not otherwise required by the school. **The Code of Conduct also applies to participation in school-sponsored activities such as school dances, 8th grade end of the year celebration at Papio Fun Park, attendance at school events such as athletic contests and concerts, and other school sponsored events**.

A participant means a student who participates in, has participated in, or will participate in an extracurricular or school sponsored activity.

Any Ralston student is subject to disciplinary procedures for inappropriate actions that take place at his/her building of attendance, any other district building and/or school related activity, or for any other action prohibited by state statute.

While we cannot itemize every action of misconduct here, the following are main areas of conduct, which may lead to disciplinary action, in-school suspension/suspension, expulsion from school, and/or loss of extracurricular participation privileges:

- The possession, use, sale, or transmission of tobacco, alcoholic beverage, drugs, or drug paraphernalia.
- The willful use of force, violence, threat, or insubordinate action.
- Gross disrespect for any student, school official, or employee. This includes the use of profanity or disrespectful speech or gestures toward another student or school employee.
- Stealing, willful damage, or destruction of school property or property belonging to another student or school employee.
- Continued behavior that seriously interferes with classroom instruction or other activities associated with school.
- Threatening or intimidation of other students, teachers, or anyone else connected with the school. This includes sexual, verbal, and physical harassment.
- Possession and/or use of any object or material that is ordinarily or generally considered a weapon in any school building, on school grounds, in any vehicle, or at any school sponsored activity is prohibited.
- Truancy from school or failure to attend assigned classes or activities.
- Causing or attempting to cause physical injury to a school employee or to any student.

Students cannot participate in extracurricular contests, performances, practices, or attend other school activities on days of in school suspension and/or out of school suspension.

Academic Standards

Participation in extracurricular school activities is encouraged and desirable for all students. At the same time, the primary mission and responsibility for each student is to establish a firm academic foundation. A student participating in extracurricular school activities show evidence of sincere effort towards scholastic achievement. To be eligible for participation in extracurricular activities, students must:

- Demonstrate the ability to balance academics with extracurricular participation. ***A student is ineligible to participate in extracurricular activity contests or performances for the following academic reasons:***
    - *If he/she has a F grade in one of his/her classes*
- Office staff will do grade checks. Students are ineligible until grades have been improved and a new grade check is completed by administration.
    - *If a he/she is ineligible, he/she cannot participate in athletic contests, concerts, competitions, performances, school dances or other school sponsored activities for the entire week. However, the student will continue to attend practices during this time.*
- Academic requirements do not apply to:
    - *Instructional field trips which are a part of the scheduled course learning experience; or*
    - *Activities or events that are a part of the students' grade requirements.*

School Dances

A school-sponsored dance is a school activity subject to all provisions of the Student Activity Code, and is a privilege available to students meeting all requirements for participation.

General Rules of Student Conduct at Dances.

In addition to all rules of student conduct in the Student handbook, students attending dances shall adhere to the following rules of conduct:

- Only Ralston Middle School students may attend the dance.
- Students who have been suspended from school or from extracurricular activities may not attend.
- The school reserves the right to exclude persons who may or do cause a disruption or detract from the event.
- Rules for dances may restrict students from leaving the dance until the dance ends without written parental permission on a form provided.
- Students who engage in inappropriate behavior, whether on or off of the dance floor, may be asked to leave.
- Attire must meet school dress code requirements.
- Dances are scheduled after school from 3:25-5:00 p.m.
- ***Rides need to be arranged to pick up students at 5:00 p.m.***

Relationships Between Parents and Coaches/Sponsors

Both parenting and coaching are very difficult vocations. By establishing an understanding between coaches and parents, both are better able to accept the actions of the other and provide a more positive experience for everyone. Parents have the right to know the expectations placed on them and their children. Coaches and sponsors have the right to know that if parents have a concern, they will discuss it with the coach at the appropriate time and place.

Conflict Resolution

In the event you have a concern about your student's participation on our teams and/or our programs, we ask that you use the following chain of communication to deal with the concerns:

1. First, ask your student to talk with the coach or sponsor about the concerns. This is an important life skill to teach your student and a very important first step in problem solving.
2. Second, if the issues have not been resolved by the coach or sponsor and student, then the parent/legal guardian should request a meeting with the coach or sponsor outside of class time, practice time, or event time. The coach or sponsor may request that the student attend this meeting.
3. Third, if these two steps have not succeeded, then the parent/legal guardian may request a meeting with the activities director at the school. The student and coach/sponsor will also be included in this meeting.
4. Fourth, if resolution has not been achieved, the parent/legal guardian and student may request a meeting with the principal, in which the coach or sponsor, parent, student, and assistant principal will attend. We hope the concerns can be addressed at the site level.
5. Topics that will not be discussed at any of these meetings will be playing time, game strategies, playing level, starters, student selections on teams, and comparison of students' skills. We as an administration believe it is the responsibility and right of the coaches and sponsors to determine the members of the team, the time and/or role earned by each student during each game and event, and to determine the strategies used during a game or event.

"Team selection" and "playing time" decisions are the responsibility of the individual coach or sponsor of the activity. Consistent, however, with the purposes of the activities program, the coaches and sponsors shall follow the following established guidelines for team selection and playing time decisions, along with such other guidelines as each individual coach and sponsor may develop which are not inconsistent with these established guidelines:

- **School Representative** - Student participants must demonstrate that they can and will represent themselves and their school in a manner that reflects the development of high ideals and appropriate values, which shall include good citizenship in the school and in the community.
- **Success** - Student participants must demonstrate that they can make the activity program more successful, both from a standpoint of competitive success and success in promoting a positive school spirit. Characteristics for purposes of these criteria include the student's: (1) talent or skill, (2) desire to improve the student's own skills or talents as well as those of others in the activity, and (3) attitude of respect towards teammates, the coach, the school, and the community.

Parent/Guardian Role in Communicating with Children

- Make sure your children know that win or lose, scared or heroic, you love them, appreciate their efforts and are not disappointed in them. This will allow them to do their best without fear of failure. Be the person in their life they can look to for constant positive reinforcement.
- Try your best to be completely honest about your child's athletic ability, competitive attitude, sportsmanship and actual skill level.
- Be helpful but don't coach them. It's tough not to, but it is a lot tougher for the child to be flooded with advice and critical instruction.
- Teach them to enjoy the thrill of competition, to be "out there trying," to be working to improve their skills and attitudes. Help them develop the feeling for competing, for trying hard, for having fun.
- Try not to relive your athletic life through your child in a way that creates pressure. If they are comfortable with you win or lose, then they are on their way to maximum enjoyment.

- Don't compete with the coach. If your child is receiving mixed messages from two different authority figures, he or she will likely become disenchanted.
- Don't compare the skill, courage, or attitude of your child with other members of the team.
- Get to know the coach(es). Then you can be assured that his or her philosophy, attitudes, ethics, and knowledge are such that you are happy to have your child under his or her leadership.
- Always remember that children tend to exaggerate, both when praised and when criticized. Temper your reaction and investigate before overreacting.

Parent/Guardian Role in Communicating with a Coach/Sponsor

- *Communication you should expect from your child's coach includes:*
    - Philosophy of the coach
    - Expectations the coach has for your child
    - Locations and times of all practices and contests
    - Team requirements
    - Procedure should your child be injured
    - Discipline that results in the denial of your child's participation
- *Communication coaches expect from parents:*
    - Notification of any schedule conflicts well in advance
    - Specific concerns in regard to a coach's philosophy and/or expectations
- *Appropriate concerns to discuss with coaches:*
    - The treatment of your child, mentally, and physically
    - Ways to help your child improve
    - Concerns about your child's behavior
    - Injuries or health concerns. Report injuries to the coach immediately!! Tell the coach about any health concerns that may make it necessary to limit your child's participation or require assistance of trainers. Students are sometimes unwilling to tell coaches when they are injured, so please make sure the coach is told.
- *Issues not appropriate to discuss with coaches:*
    - Playing time
    - Team strategy
    - Play calling
    - Other student-athletes

Good Sportsmanship—Behavior Expectations of Spectators

Good sportsmanship is expected to be exhibited by all coaches, sponsors, students, parents and other spectators. The school can be punished by NSAA for a lack of good sportsmanship at NSAA sanctioned events. More importantly, activities are more enjoyable for the students when good sportsmanship is displayed.

Responsibilities of Spectators Attending Interscholastic Athletics and Other Extracurricular Activities

- Show interest in the contest by enthusiastically cheering and applauding the performance of both teams.
- Show proper respect for opening ceremonies by standing at attention and remaining silent when the National Anthem is played.
- Understand that a ticket is a privilege to observe the contest, not a license to verbally attack others, or to be obnoxious. Maintain self-control.

- Do not “boo,” stamp feet or make disrespectful remarks toward players or officials.
- Learn the rules of the game, so that you may understand and appreciate why certain situations take place.
- Know that noisemakers of any kind are not proper for indoor events.
- Obey and respect officials and faculty supervisors who are responsible for keeping order. Respect the integrity and judgment of game officials.
- Stay off the playing area at all times.
- Do not disturb others by throwing material onto the playing area.
- Show respect for officials, coaches, cheerleaders, and student-athletes.
- Pay attention to the half-time program and do not disturb those who are watching.
- Respect public property by not damaging the equipment or the facility.
- Know that the school officials reserve the right to refuse attendance of individuals whose conduct is not proper.
- Refrain from the use of alcohol, tobacco, and drugs on the site of the contest.

Concussion Awareness (Policy 6034)
The Nebraska Unicameral has found that concussions are one of the “most commonly reported injuries in children and adolescents who participate in sports and recreational activities and that the risk of catastrophic injury or death is significant when a concussion or brain injury is not properly evaluated and managed.”

The School District will:

1. Require all coaches and trainers to complete one of the following online courses on how to recognize the symptoms of a concussion or brain injury and how to seek proper medical treatment for a concussion or brain injury -
    a. Heads UP Concussions in Youth Sports
    b. Concussion in Sports—What You Need to Know
    c. Sports Safety International
    d. ConcussionWise
    e. ACTive™ Athletic Concussion Training for Coaches
2. On an annual basis provide concussion and brain injury information to students and their parents or guardians prior to such students initiating practice or competition. This information will include:
    a. The signs and symptoms of a concussion;
    b. The risks posed by sustaining a concussion;
    c. The actions a student should take in response to sustaining a concussion, including the notification of his or her coaches; and
    d. Acknowledgement of receipt of information by both parent/guardian and the student.

A student who participates on a school athletic team must be removed from a practice or game when he/she is reasonably suspected of having sustained a concussion or brain injury in such practice or game after observation by a coach or a licensed health care professional who is professionally affiliated with or contracted by the school. The student will not be permitted to participate in any school supervised team athletic activities involving physical exertion, including practices or games, until the student:

1. has been evaluated by a licensed health care professional;
2. has received written and signed clearance to resume participation in athletic activities from the licensed health care professional; and
3. has submitted the written and signed clearance to resume participation in athletic activities to the school accompanied by written permission to resume participation from the student’s parent or guardian.

If a student is reasonably suspected after observation of having sustained a concussion or brain injury and is removed from an athletic activity, the parent or guardian of the student will be notified by the school of:

1. the date and approximate time of the injury suffered by the student,
2. the signs and symptoms of a concussion or brain injury that were observed, and
3. any actions taken to treat the student.

The school district will not provide for the presence of a licensed healthcare professional at any practice or game.

School officials shall deem the signature of an individual who represents that he/she is a licensed healthcare professional on a written clearance to resume participation that is provided to the school to be conclusive and reliable evidence that the individual who signed the clearance is a licensed healthcare professional. The school will not take any additional or independent steps to verify the individual's qualifications.

Students who have sustained a concussion and returned to school may need informal or formal accommodations, modifications of curriculum, and monitoring by medical or academic staff until the student is fully recovered. The school's "return to learn protocol" shall be the guidance provided by the Nebraska Department of Education entitled "Bridging the Gap from Concussion to the Classroom," and accompanying materials and future supplements. Nothing in this policy or the referenced protocol shall entitle a student who has sustained a concussion to an individualized plan under Section 504 of the Rehabilitation Act, although staff will refer students who have sustained a concussion for evaluation under Section 504 as appropriate.

Kids Count

Our Vision For The RMS Kids Count Program Is:

1. To implement a vibrant community driven program that will attract youth, parents, & community long after the school day ends.
2. Engage our youth in safe, drug-free activities that will support and challenge them academically and foster resilience to negative influences.
3. Nurture a lifelong commitment for community service and the arts.
4. Support parents in raising happy, healthy, and academically successful children.

Kids Count for this school year will get underway on Monday, August 19th. There is a $20 fee per month. Activities will be held on Monday-Friday from 3:30-5:00 p.m. on days school is in session. Participating in Kids Count is a positive way for students to enjoy a variety of activities as well as make connections with other RMS students.

To enroll in this program, please contact Steve Schrad or Linda Hoffman at 402-331-4701.

Routine Directory Information (Policy 5017)
The school district shall disclose the following as routine directory information pertaining to any past, present or future student who is, has been, or will be regularly enrolled in the district.

- Name and grade
- Name of parent and/or guardian
- Address
- Telephone number, including the student's cell phone number
- E-mail address
- Date and place of birth
- Dates of attendance
- The image or likeness of students in pictures, videotape, film or other medium
- Major field of study
- Participation in activities and sports
- Degrees and awards received
- Social media usernames or handles
- Weight and height of members of athletic teams
- Most recent previous school attended
- Certain class work which may be published onto the Internet
- Classroom assignment and/or home room teacher
- Student ID number, user ID, or other unique personal identifier used by the student for purposes of accessing or communicating in electronic systems, but only if the identifier cannot be used to gain access to education records except when used in conjunction with one or more factors that authenticate the user's identity, such as a personal identification number (PIN), password, or other factor known or possessed only the authorized user.

Directory information does not include a student's social security number.

Upon request, the district will provide military recruiters and institutions of higher education with the names, addresses and telephone listings of high school students unless a student's parents have notified the district that they do not want this information disclosed without their prior written consent. Any student who is 18 years of age or older should communicate to the district office if they do not want this information disclosed without their prior written consent.

The district will notify parents and guardians each year of their rights under this policy and the Family Educational Rights and Privacy Act. Parents will be given to opportunity to prevent the release of this directory information by filing a written objection with the district.

Parent Involvement in Education Practices (Policy 5018)
The school district recognizes the importance of parental and guardian involvement in the education of their children. The school district will take the following steps to ensure that the rights of parents and guardians to participate in the education of their children are preserved.

1. Parents/Guardians will be provided access, as described in district procedures, to district-approved textbooks and other curricular materials and tests used in the district upon request.
    a. A parental request to review specific approved textbooks and other district- or building-approved curricular materials (written, visual, and audio) should be made to the principal of the building where the textbooks and curriculum materials are used.

b. Parents may check out textbooks and may review curricular materials such as video and audio recordings within a time frame determined by the building principal to prevent disruption of the instructional process.
c. A parental request to review specific standardized and criterion- referenced tests used in the district should be made in writing to the building principal. Copies of the most recent tests used in the district will be available for parent review. Parents wishing to review statewide NeSA assessments will be provided with sample questions and a copy of a practice test, but will not be provided with copies of the actual assessment due to testing security. In the case of other secure tests such as the ACT, parents must contact the publisher to obtain copies of the test.

2. Parents/Guardians will be permitted, within district procedures, to attend and observe courses, assemblies, counseling sessions, and other instructional activities.
    a. Parents/guardians are invited to make appointments with the building principal to visit classes, assemblies and other instructional activities. The principal shall give permission after determining that parental/guardian observation would not disrupt the activity. Observations that last more than 60 minutes or occur on consecutive days are typically disruptive and will not be permitted absent unusual circumstances, in the sole discretion of the building principal.
    b. Parents/guardians may contact the building principal to request permission to attend counseling sessions in which their child is involved.
3. Parents/guardians will be permitted, within district procedures, to ask that their children be excused from school experiences that parents find objectionable.
    a. Building principals may excuse a student from any single school experience at the parent's written request.
    b. When appropriate, alternative experiences will be provided for the student by the school.
4. Parents/guardians will be informed through the student handbook and district policies of the manner that the district will provide access to records of students.
5. Parents/guardians will be informed of the standardized and criterion-referenced district testing program. Parents may request additional information from the building principal.
6. Parents/guardians will be informed of the circumstances under which they may opt-out of state and federal assessments.
    a. In accordance with federal law, at the beginning of the school year, the District shall provide notice of the right to request a copy of this policy to parents/guardians of students attending schools receiving Title I funds. The District will provide a copy of this policy to a requesting parent in a timely manner.
    b. State Assessments
        i. The District cannot approve requests to opt out of state assessments. Approval of such requests is contrary to state law.
    c. National Assessment of Educational Progress
        i. As a condition of receiving federal funds, the District participates in the National Assessment of Educational Progress (NAEP). To help ensure that the District has a representative sample of students taking the NAEP, which will allow the District to assess the quality and effectiveness of its programming on a national level, the District strongly encourages all eligible students to participate. However, student participation in NAEP is voluntary.
        ii. The District shall provide parents/guardians of eligible students with reasonable notice prior to the exam being administered. Parents/guardians wishing to opt their students out of the NAEP assessment must notify the district in writing at least three days prior to the exam date to ensure that the District can coordinate supervision and alternative activities for students who have opted out.

7. Parents/guardians will be notified of their right to remove their children from surveys prior to district participation in surveys.
    a. The principal must approve all surveys intended to gather information from students before they are administered to students.
    b. Students' participation in surveys is voluntary. Parents/guardians may restrict their child from participating in any survey.

Field Trip (Policy 6027)
The board encourages instructional staff to incorporate field trips into the curriculum. These trips should normally be conducted during the school day.

General Conditions
All trips must be pre-approved by the teacher's building principal. Out-of-state and overnight trips require pre-approval by the board. The superintendent and principals will develop guidelines for approval of trips and communicate those guidelines to teaching staff.

Parental Permission
Each student must submit a signed parental permission slip prior to being allowed to attend a field trip. A new permission slip must be submitted for each trip. Caregivers, as that term is defined in the Nebraska Strengthening Families Act, shall be permitted to sign parental permission slips.

Supervision
Sponsoring teachers must ensure that students are adequately supervised and chaperoned by a responsible adult at all times during field trips. Whether paid staff or volunteers, chaperones are prohibited from drinking alcoholic beverages of any kind at any time during any field trip. All chaperones must be at least 21 years of age. Any chaperone who drives students must possess a valid driver's license. Chaperones who drive students in private vehicles must possess adequate insurance coverage. Chaperones do not have any property right in or to a chaperone assignment. The school district may deny or terminate a chaperone assignment for any reason that is not unconstitutional or unlawful. The superintendent's decision shall be final.

Student Conduct
Students must comply with the student code of conduct, any applicable extracurricular conduct codes, and all directives by trip chaperones.

Parental/Guardian Access to Student Records (Policy 5016)
The school district shall manage student records and reports as is necessary for effective administration and in compliance with law. In general "student records" shall not include transitory communications such as email, text messages, handwritten communication between school and home, and the like, and these items will not generally be maintained by the district.

For purposes of the district's compliance with state and federal law, the district "maintains" student records which are printed and kept in the student's physical file or which school district staff have intentionally saved within the official school district digital student information system that specifically identifies the student for whom those records are maintained. The school district may also use learning management systems, which deliver and manage instructional content. The school district maintains student records within its student information system but not in its learning management system. The official school district student information system is SIMS.

Each building principal will assign responsibilities for the preparation and maintenance of records and will ensure compliance with the applicable federal and state laws, regulations, and record retention schedules

regarding their storage and use in the building. No “student record” or record required to be retained by the Nebraska Secretary of State’s Record Retention Schedules applicable to the district will be destroyed unless it is first saved in a retrievable, digital format. This includes only records required to be kept by the applicable Retention Schedules and “student records” as defined by state and federal law, and this policy does not prohibit the district from following its record expungement procedures for all other records.

Students or their parents, guardians, teachers, counselors, or school administrators shall have access to the school's files or records maintained concerning themselves or their students. For purposes of this policy, “teachers” include paraeducators and volunteers who are providing educational services to a student on behalf of the School District. “School administrators” include attorneys, members of law enforcement acting on behalf of the school district as well as third party website operators who have contracted with the school district or its agent to offer online programs for the benefit of students and the district. No other person shall have access thereto nor shall the contents thereof be divulged in any manner to any unauthorized person. All disciplinary material shall be removed and destroyed upon the pupil's graduation or after the pupil's continuous absence from the school for a period of three years, and after authorization is given by the State Records Board pursuant to state law. Upon request, the school district will disclose education records without consent to officials of another school district in which a student seeks or intends to enroll.

Outside agencies such as physicians, probation officers, psychologists, child guidance clinics, and other agencies concerned with child welfare who are working directly with a child may have access to information pertaining to that child with written parental consent or upon issuance of a valid court order.

The school district shall share student data, records, and information with school districts, educational service units, learning communities, and the State Department of Education to the fullest extent practicable unless otherwise prohibited by law. Each year, the school district will notify parents and guardians of their rights under this policy and the Family Educational Rights and Privacy Act.

Parent/Guardian Notification of Student Surveys (Policy 5015)
The Board of Education respects the rights of parents and their children, and has adopted this policy in consultation with parents to comply with the federal Protection of Pupil Rights Amendment (PPRA) and The No Child Left Behind Act (NCLB).

1. Surveys
    a. Surveys Created by a Third Party
        i. This section applies to every survey:
            1. that is created by a person or entity other than a district staff member or student;
            2. regardless of whether the student answering the questions can be identified; and
            3. regardless of the subject matter of the questions
        ii. Parents have the right to inspect any survey created by a third party before that survey is distributed to their student.
    b. Surveys Requesting Particular Sensitive Information
        i. Sensitive information shall include:
            1. Political affiliations or beliefs of the student or the student’s parent(s);
            2. Mental or psychological problems of the student or the student’s family;
            3. Sexual behavior or attitudes;
            4. Illegal, antisocial, selfincriminating, or demeaning behavior;

5. Critical appraisals of other individuals with whom respondents have close family relationships;
6. Legally recognized privileged or analogous relationships, such as those of lawyers; physicians, and ministers;
7. Religious practices, affiliations, or beliefs of the student or student's parent(s); or
8. Income (other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under such program), without prior written consent of the parent or eligible student.

ii. No student shall be required to submit to a survey, analysis, or evaluation that requests sensitive information.

iii. If a survey requesting sensitive information is funded, in whole or in part, by a program administered by the U.S. Department of Education, the school district must obtain the written consent of a student's parent(s) before the student participates in the survey.

iv. School officials and staff members shall not request, nor disclose, the identity of any student who completes any survey (created by any person or entity, including the district) containing any sensitive information.

v. Parents have the right to inspect any survey which requests sensitive information before that survey is distributed to their student.

c. Survey Inspection Requests

i. School officials shall inform parents of their right to inspect surveys requesting sensitive information before the surveys are distributed to any student.

ii. All survey inspection requests must be in writing to the building principal and delivered to the building principal prior to the date on which the survey is scheduled to be administered to the students.

iii. The principal shall respond to survey inspection requests without delay.

2. Invasive Physical Examinations

a. The term "invasive physical examination" means:

i. any medical examination that involves the exposure of private body parts; or

ii. any act during such examination that includes incision, insertion, or injection into the body; and

iii. does not include a hearing, vision, or scoliosis screening.

b. Parents may refuse to allow their student to participate in any non-emergency, invasive physical examination or screening that is:

i. required as a condition of attendance;

ii. administered by the school and scheduled by the school in advance; and

iii. not necessary to protect the immediate health and safety of the student, or of other students.

c. This policy does not apply to any physical examination or screening that:

i. is permitted or required by an applicable state law, including physical examinations or screenings that are permitted without parental notification;

ii. is administered to a student in accordance with the Individuals with Disabilities Education Act (20 U.S.C. §1400 et seq.)

iii. is otherwise authorized by Board policy.

3. Collection of Personal Information from Students for Marketing

a. The term "personal information" means individually identifiable information including:

i. student's and parent(s)' first and last name;

ii. home or other physical address;

iii. telephone number; and/or

iv. social security number.

b. No school official or staff member shall administer or distribute to students a survey or other instrument for the purpose of collecting personal information for marketing or for selling that information.

c. This policy does not apply to the collection, disclosure or use of personal information for the exclusive purpose of providing educational services to students, such as the following:
   i. postsecondary education recruitment;
   ii. military recruitment;
   iii. tests and assessments to provide cognitive, evaluative, diagnostic or achievement information about students; and/or
   iv. student recognition programs.
   v.

4. Inspection of Instructional Material
   a. Definition
      i. The term "instructional materials" means instructional content that is provided to a student regardless of its format, printed or representational materials, audio-visual materials, and materials in electronic or digital formats (such as materials accessible through the Internet).
      ii. The term does not include academic tests or academic assessments.
   b. Parents may inspect, upon their request, any instructional material used as part of their child's education curriculum.
   c. Curriculum inspection requests must be made to the building principal in writing.
   d. Building principals shall respond to inspection requests within a reasonable amount of time.
5. Notification of Rights and Procedures
   a. The superintendent shall notify parents of:
      i. this policy and its availability upon request from the office of the district;
      ii. how to opt their child out of participation in activities as provided for in this policy;
      iii. the approximate dates during the school year when a survey requesting personal information is scheduled or expected to be scheduled; and
      iv. how to request access to any survey or other material described in this policy.
   b. This notification shall be given to parents as least annually, at the beginning of the school year and within a reasonable period after any substantive change in this policy.

Investigations, Arrests, and Other Student Contact by Law Enforcement and HHS (Policy 5018)

The school district and its administrators and staff desire to maintain a positive working relationship with law enforcement officers and other representatives of governmental bodies in the discharge of their duties. However, this desire must be balanced against other equally important factors such as a student's legal rights, ensuring that a student's time spent in school is for education, and acknowledging that the school stands *in loco parentis* to the students.

"Law enforcement officer" means police officers, county sheriffs, state patrolmen, Health and Human Service workers, Child Protective Services workers, Office of Juvenile Services workers, probation officers, U.S. Immigration and Customs Enforcement (ICE) agents, Federal Bureau of Investigations agents, or any other government investigatory workers.

"Parent" means the biological or adoptive mother or father, guardian, responsible relative, or any other person who has claimed legal or actual charge or control of the student pursuant to Nebraska law or Title 92 Nebraska Administrative Code Chapter 19.

Law enforcement officers are encouraged whenever possible to talk to a student away from the school before or after school hours so as to cause as little disruption as possible to the student's education.

Law enforcement officers may be called to the school at the request of school administration, or they may initiate contact with the school for their own purposes. Contact between the school and law enforcement officers on matters involving students shall be made through the office of the superintendent or building principal and the law enforcement officer. All reasonable attempts should be made to avoid embarrassing the student before his or her teachers and peers, and to avoid disrupting the student's and school's education program. Any questioning by law enforcement officers that is permitted should be conducted in a private room or area where confidentiality can be maintained. This should be an area removed from observation by or contact with other pupils and school personnel.

School staff shall promptly notify the superintendent when a student is questioned, arrested, or removed from school grounds by law enforcement officers.

School Related Criminal Activity

This section applies to alleged or suspected criminal activity that occurs on school grounds; in a vehicle owned, leased, or contracted by a school being used for a school purpose or in a vehicle being driven for a school purpose by a school employee or by his or her designee; or at a school-sponsored activity or athletic event.

Law enforcement officers will be allowed to contact and question students at school regarding school related criminal activity as provided below.

The building principal must be notified before a student may be questioned in school or taken from a classroom by law enforcement. The building principal should request identification of the officers, their affiliation with the identified law enforcement agency, and whether their purpose is to interview, interrogate, or take custody of the student.

The building principal will make reasonable attempts to contact a student's parent for their consent and/or presence before the student is interviewed. In the event that a parent cannot be contacted after reasonable attempts, the student will be questioned only if the law enforcement officer identifies emergency circumstances requiring immediate questioning. A building principal or designee shall be present for such questioning. The student will be brought to a private room and the contact will be made out of sight of others as much as practicable.

If the student is suspected of criminal activity, it is the responsibility of the law enforcement officer to advise a student of his or her rights against self-incrimination.

If at any time the district's representative believes that the questioning is being conducted in an inappropriate manner and clearly contrary to the rights of the student, then the representative shall request that the law enforcement activities cease. The building principal will also make another attempt to contact the student's parent.

The building principal shall document steps taken to notify parents, summarize the law enforcement activities, identify the actions taken by the District on behalf of the student, and any further contacts with law enforcement officer.

Non-School Related Criminal Activity
Law enforcement officials may not question students at school unless parental consent is obtained or the law enforcement authorities have a warrant or court order.

Taking a Student into Custody
Law enforcement officers seeking custody of a student must contact the superintendent or building principal. The principal will request the arresting law enforcement officer to provide a copy of the arrest warrant, written parental consent, court order, or other document giving authority to take the student into legal custody. If there is no document presented, the principal should obtain the officer's name, badge number identifying the law enforcement agency, date, time, the reason for the arrest, and the place to which the student is reportedly being taken. Whenever practicable, the arrest or release of the student should be conducted in a location and in a manner that minimizes observation by others.

When a law enforcement officer removes a student from the school, the building principal will take immediate steps to notify the parent about the student's removal and the place to which the minor is reportedly being taken, except when a minor has been taken into custody as a victim of suspected child abuse.

Child Abuse and Neglect
When law enforcement officers seek to investigate reports of alleged child neglect or abuse regarding a student, the building principal shall obtain a proper identification from the authorities or officials. If a student interview is conducted on school grounds, the building principal or designee and such other school personnel as appropriate shall observe the interview.

If the law enforcement officer decides to remove the student from school, school officials shall provide the law enforcement authorities with the address and telephone number of the student's parent or guardian. The principal or other school official shall, as a condition of releasing the student to the law enforcement officer, require the officer to sign a statement certifying that the child is being removed from school premises because he or she is believed to be the victim of child abuse and that the officer understands and will comply with the legal requirements of Neb. Rev. Stat. § 79-294.

Student Records
Student records will be shared with law enforcement officers only as allowed by state and federal law.

Audio and Video Recording (Policy 5063)
Students and their parents or guardians should assume that any class in which students are enrolled may be recorded by the school district or other students for legitimate educational purposes. Recordings permitted pursuant to this policy may only be used by students for personal academic purposes and may not be republished without additional, written consent from a school administrator. For purposes of this policy "recording" includes still photographs, video, audio, and other similar data captured in any medium.

Recordings Made by The District.
The district may use cameras or other devices for purposes of making security, safety, or other recordings without a specific purpose or for a specific purpose when such recordings are deemed necessary or appropriate by the administration. The district will not maintain the recordings unless the recording is purposefully copied and saved, and the recordings will only be available for review for a limited time based on the district's then-current recording capacity. The district administrators estimate that this is approximately 10 days but may change at any time.

Classroom Recordings by Staff.
Staff members may make audio and video recordings of classroom instruction and school activities upon authorization of the superintendent or supervising administrator.

Prohibited Recordings by Students.
Unless otherwise authorized by this policy or law, students are prohibited from making audio or video recordings during the school day on school grounds; when being transported to and from school activities or programs in a vehicle owned, leased, or contracted by a school being used for a school purpose by a school employee or by his or her designee; or at a school-sponsored activity or athletic event, unless the recording is made in a manner permitted by the school for members of the public. For example, students making recordings of an athletic event for their personal use similar to a parent or other patron are permitted, but students are still subject to the district's appropriate use and student discipline policies.

Permitted Classroom Recordings by Students.
Students may make audio or video recordings of classroom lectures or discussions:

- For their convenience after providing notice to the classroom teacher and receiving the teacher's permission;
- For the benefit of another student who is absent after providing notice to the classroom teacher and receiving the teacher's permission;
- If recording is necessary to accommodate the student's disability and is required by the student's Individualized Education Plan (IEP) or Section 504 Plan.

Staff may revoke permission to record if the recording distracts from or disrupts the classroom environment, unless the recording is necessary to accommodate a student's disability.

Permitted Non-classroom Recordings.
Students may make audio or video recordings otherwise prohibited by this policy outside the classroom only with the permission of a teacher or school administrator, provided that such recordings otherwise comply with any applicable state and federal laws and district policy. In no event shall photographs or video recordings be taken or made in restrooms, locker rooms, or other areas where there is a reasonable expectation of privacy.

Notice of Non-Discrimination (Policy 4001)
Ralston Public Schools does not discriminate in employment or educational programs/activities on the basis of race, color, national origin, sex (including pregnancy), gender identity, gender expression, sexual orientation, religion, marital status, disability, age or any other classification protected by applicable local, state, or federal laws. Ralston Public Schools also provides equal access to the Boy Scouts and other designated youth groups.

The following person has been designated to handle inquiries regarding the School District's non-discrimination policies: **Executive Director of Human Resources, who may be contacted in writing at 8545 Park Drive, Ralston, Nebraska, at mrupprecht@ralstonschools.org by e-mail, or by telephone at (402) 898-3483.**

For further information about anti-discrimination laws or to file a complaint of discrimination under Title VI, Title IX, Section 504, or other applicable laws, any person may also contact the Office for Civil Rights, U.S. Department of Education, by email at OCR.KansasCity@ed.gov; by telephone at (816) 268-0550; or by fax at (816) 268-0599.

Compulsory Attendance and Excessive Absenteeism (Policy 5001)

Required Attendance

Every person residing in the school district who has legal or actual charge or control of any child who is of mandatory attendance age shall cause that child to attend a public or private school regularly unless the child has graduated from high school or has been allowed to disenroll pursuant to this policy.

Mandatory Attendance Age

All children who are or will turn six years old before January 1 of the current school year are of mandatory attendance age. Children who have not turned eighteen years of age are of mandatory attendance age.

Exceptions

This policy does not apply when temporary illness or severe weather conditions make attendance impossible or impracticable.

A child who will not reach age 7 before January 1 of the current school year may be excused from mandatory attendance if the child's parent or guardian completes an affidavit affirming that alternative educational arrangements have been made for the child. A copy of the required affidavit is attached to this policy.

Discontinuing Enrollment – 5 Year Old Students

The person seeking to discontinue the enrollment of a student who will not reach six years of age prior to January 1 of the current school year shall submit a signed, written request to the superintendent using the form which is attached to this policy. The school district may request written verification or documentation that the person signing the form has legal or actual charge or control of the student. The school district shall discontinue the enrollment of any student who satisfies these requirements. Any student whose enrollment is discontinued under this subsection shall not be eligible to re-enroll in this school district until the beginning of the following school year unless otherwise required by law.

Discontinuing Enrollment – 16 and 17 Year Old Students

Only children who are at least 16 years of age may be disenrolled from the district. The person seeking to discontinue the child's enrollment shall submit a signed, written request and submit it to the superintendent using the form which is attached to this policy. The district will follow the procedures outlined on the attached form in considering requests to disenroll.

Only children disenrolling to attend a non-accredited school may be exempt from this policy. The person with legal or actual charge or control of the child must provide the superintendent with a copy of the signed request submitted to the State Department of Education for attending non-accredited schools. The superintendent may confirm the validity of the submission with the State Department of Education.

Attendance Officer

Each building principal is designated as an attendance officer for the district. Each building principal, at his or her discretion, may delegate these responsibilities to any other qualified individual. The attendance officer

officer is responsible for enforcing the provisions of state law relating to compulsory attendance. This responsibility includes but is not limited to filing a report with the county attorney of the county in which a student resides. Compensation for the duties of attendance officer is included in the salary for the superintendent or designee.

Excessive Absenteeism
When a student receives five (5) absences or the hourly equivalent in any semester, the Attendance Officer will follow the attached procedure for addressing barriers to the student's attendance.

Reporting Excessive Absenteeism
The building administrator shall report to the county attorney of the county in which the student resides when the school has documented the efforts made that the collaborative plan to reduce barriers identified to improve regular attendance has not been successful and that the child has been absent more than 20 days per year.

Pregnant and Parenting Students (Policy 5008)
Students who are pregnant or parenting are encouraged to continue participating in the district's educational and extracurricular programs.

I. Accommodations Regarding Attendance and Participation
   A. Generally - Students who anticipate deviations from their regular school experience or accrue absences due to pregnancy or parenting should notify their building principal as early as possible to discuss their educational programming. The building principal will work with the student to develop a plan to assist the student in participating in district curriculum and extra-curricular activities. Such a plan will include:
      1. The provision of online courses if the student cannot regularly attend classes;
      2. The arrangement of meeting times with teachers;
      3. The identification of child care providers that meet statutory requirements for quality and care if the student has not identified appropriate child care; and
      4. All other curricular adjustments, modifications, and means of supplementing classroom attendance deemed appropriate by the school administrators, which will include, but not be limited to, the modification of attendance policies.
   B. Students with Disabilities - For students with disabilities who have an IEP or Section 504 plan, the administrators, student's parents or guardians, and student if appropriate will collaborate with the student's educational team to coordinate accommodations consistent with state and federal law. As permitted by law, students may be entitled to accommodations as a result of pregnancy.

II. Accommodations Regarding Lactation and Breastfeeding
   A. Accommodations
      1. In order to accommodate lactating and breastfeeding students, the district will provide reasonable opportunities to express breast milk or breastfeed in a place, other than a bathroom, which is shielded from view and free from intrusion from district students, employees, and the public.
      2. Students who wish or need to express breast milk on a regular schedule will work with school administrators to create a schedule which accommodates the student's needs while facilitating education to the maximum extent possible.
      3. The district will provide a location for students to store expressed breast milk in or near the location designated for students to express milk to create the least amount of disruption to the student's participation in class or activities.
   B. Educational Process - In order to prevent interference with the educational process, no student shall express breast milk within school classrooms or buses. Nothing in this policy limits the authority of the administration to impose consequences consistent with the Student Discipline Act and other state and federal law.

Absence Procedures

Good school attendance and punctuality are important and closely related to success in school.

- When a student is to be absent from school, **a parent or guardian must notify the attendance secretary.** The attendance secretary is available at 7:00 a.m. To help us ensure student safety, please call 402-331-4701 before 8:30 a.m. If the school has not received a call, the school shall call the parent/guardian to verify the student's whereabouts. Parents/guardians are expected to call each day that the student is to be absent from school, unless other arrangements have been made.
- Following an absence, a student must report to the office with a note from home explaining the reason for the absence, if the parents did not previously call the attendance secretary.
- Students may not leave school at any time before dismissal without prior parental permission.
- Calls to remove a student from school due to illness during the school day must come from the nurse's office (not personal cell phone or classroom phone).
- Please arrange for absences for reasons other than illness and family emergencies as far in advance as possible. If a student is on a school-sponsored trip, the absence is considered an activity and does not count against their absent total or their perfect attendance. If the student is going with parents, it is a permissible absence, though it will count towards their number of absences for the year. In either case, students are required to get assignments in advance and complete as much as possible in advance. Students may or may not be excused from school to participate in trips sponsored by outside organizations.
- Students are expected to be in their classrooms and in their seats when the tardy bell rings.

Unexcused Absences

Students can gain the most from their education if they attend classes on a regular basis. All absences must be with the permission of parents and the proper school officials. If a student is absent without being properly excused, it can be considered a truancy. A truancy is defined as follows: After leaving home, a student does not attend school, does not attend a class, overtly refuses to attend school, or leaves school after arrival without permission of school officials.

Habitual Truancy/Notification

Habitual truancy is defined as excessive absences or tardies, which inhibit a child's ability to be successful in their education. Excessive absences are best resolved when the parents/guardians, the school, physicians, and the community work together.

Parents/guardians are asked to notify and work with building administrators or assignees regarding reasons for absences and any extended or recurring illnesses or family emergencies involved. Illnesses of 3 days or more will require a doctor's note. If illness continues to be a reason for absences, a form will be given to the parents or mailed to the doctor's office to be completed by the student's physician. School authorized or sponsored activities, trips, and all suspensions and expulsions that may result in absence from classes are not counted as absences from school for truancy purposes.

A student who is absent 5 days or the hourly equivalent per quarter will be reported to the building administrator.

The building administrator is required to render all services in the school district's power to compel the student to attend school including:

- One or more meetings with the parent/guardian and child, if necessary, to report and attempt to solve the truancy problem.
  Educational counseling provided by the school counselor or student assistance team.
- Educational evaluation and specific efforts by the school to help remedy any condition diagnosed.

- Investigation by review of records and documented interventions by the school social worker. If the school social worker determines further review is needed, they will meet with appropriate school personnel, the parent/guardian, and child to discuss need for interventions and/or referral to appropriate community services.

Upon accumulation of 10 recorded absences, a form letter will be sent to the parent/guardian of the child notifying them of the school attendance policy and the Nebraska Compulsory Attendance Law.

Upon accumulation of 15 recorded absences, a form letter will be sent to the parent/guardian of the child notifying them of the school attendance policy, the compulsory attendance law, and the school's requirement to notify the county attorney after 20 school absences are reported.

A student who reaches 20 absences **(regardless of whether any of the absences were excused)** will be referred to the Douglas County Attorney's Office as habitually truant as required by law (79-209).

The Ralston Board of Education authorizes the Ralston School District to render all services in its power to compel a child who has accumulated five days of unexcused absences per quarter, or the hourly equivalent, to attend some school, which the person having control of the child shall designate, in an attempt to remediate the child's truant behavior.

Leaving School Early
To ensure the safety of our students, we are requiring that when a student is being picked up by you, the parent/guardian, or anyone else, that proper I.D. be shown. The person picking up the student must be on the Family Information Sheet. If the person is not on the information sheet, we will not allow the student to leave the school with this individual.

Anti-Bullying Prevention and Positive Student Behavior (Policy 5054)
Definition of Bullying. The Centers for Disease Control and Prevention defines bullying as "any unwanted aggressive behavior(s) by another youth or group of youths who are not siblings or current dating partners that involves an observed or perceived power imbalance and is repeated multiple times or is highly likely to be repeated." Nebraska statute defines bullying as "an ongoing pattern of physical, verbal or electronic abuse." The District's administrators are authorized to use both of these definitions to determine whether any specific situation constitutes bullying. Both of these definitions include both in-person and cyberbullying behaviors.

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

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

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

Without limiting the foregoing, a student who engages in bullying behavior that materially and substantially interferes with or disrupts the educational environment, the district's day-to-day operations, or the education process, regardless of where the student is at the time of engaging in the bullying behavior, may be subject to discipline to the extent permitted by law.

Bullying Based on Protected Class Status. Bullying based on protected class status is unique and may require additional investigation. The appropriate district staff member or coordinator will promptly investigate bullying complaints that violate the district's anti-discrimination policies.

Support for Students Who Have Experienced Bullying. Regardless of where the bullying occurred, the district will consider whether victims of bullying are suffering an adverse educational impact and, if appropriate, will refer those students to the district's student assistance team or other resources as appropriate.

Bullying Prevention and Education. Students and parents are encouraged to inform teachers or administrators orally or in writing about bullying behavior or suspected bullying behavior. School employees are required to inform the administrator of all such reports. The appropriate administrator shall promptly investigate all such reports. Each building shall engage in activities which educate students about bullying, bullying prevention and digital citizenship.

Policy Review. The school district shall review this policy annually.

Sexual Discrimination and Sexual Harassment of Students (Policy 5026)

Sex Discrimination

A. The district prohibits discrimination on the basis of sex in any educational program or activity except when it is necessary to accomplish a specific purpose that does not impinge upon essential equality or fairness in the treatment of students or employees. Employees are required to comply with this policy as well as with Title IX of the Education Amendments of 1972 and the regulations of the U.S. Department of Education as applicable to this district.

B. Any individual who believes he or she is being discriminated against on the basis of race, color, national origin, sex (including pregnancy), gender identity, gender expression, sexual orientation, religion, marital status, disability, age or any other classification protected by applicable local, state, or federal laws may seek relief by filing a complaint pursuant to the board's complaint policy or contacting the district's Title IX coordinator.

Sexual Harassment

A. Students should be provided with an environment that is free from unwelcome sexual advances, requests for sexual favors and other verbal or physical conduct constituting sexual harassment. The board of education unequivocally prohibits sexual harassment of its students, even when the affected student does not complain to the faculty or the administration.

B. Sexual harassment is a form of misconduct that wrongfully deprives students of their dignity and the opportunity to study and be in an environment free from unwelcome sexual overtones. Sexual harassment includes all unwelcome sexual advances, requests for sexual favors and other such verbal or physical misconduct. Sexual harassment means.

C. Unwelcome sexual advances, requests for sexual favors, and other verbal or physical misconduct of a sexual nature constitutes sexual harassment when such conduct has the purpose or effect of unreasonably interfering with an individual's educational opportunities or creates an intimidating, hostile or offensive learning environment.

D. A student who feels he or she has been sexually harassed should directly inform the offending student that the conduct or communication is offensive and must stop. If the student does not wish to communicate directly with the offending student, or if direct communication has been ineffective, the student should report the conduct or communication to the Title IX coordinator or to a teacher, principal or counselor with whom she or he feels comfortable.

Retaliation against students who make good faith reports of sexual harassment is prohibited.

Disciplinary Decisions

A. A decision to take disciplinary action under this policy may be based on the statements of a complaining student, statements, observations of educators, or any other credible evidence.

B. All complaints against staff members will follow the investigation, decision, and appeal process established in the district's complaint policy.
C. Any student who sexually harasses another student will be subject to discipline up to and including expulsion, depending on the severity of the misconduct, as established in the district's student discipline policy.

Student Discipline (Policy 5035)

Administrative and teaching personnel may take actions regarding student behavior, other than those specifically provided in this policy and the Student Discipline Act, which are reasonably necessary to aid the student, further school purposes, or prevent interference with the educational process. Such actions may include, but need not be limited to, counseling of students, parent conferences, rearrangement of schedules, requirements that a student remain in school after regular hours to do additional work, restriction of extracurricular activity, or requirements that a student receive counseling, psychological evaluation, or psychiatric evaluation upon the written consent of a parent or guardian to such counseling or evaluation. Disciplinary consequences may also include in-school suspension, Saturday School, and any other consequence authorized by law. District administrators may develop building-specific protocols for the imposition of student discipline.

In this policy, references to "Principal" shall include building principals, the principal's designee, or other appropriate school district administrators.

Any statement, notice, recommendation, determination, or similar action specified in this policy shall be effectively given at the time written evidence thereof is delivered personally to or upon receipt of certified or registered mail or upon actual knowledge by a student or his or her parent or guardian.

Any student who is suspended or expelled from school pursuant to this policy may not participate in any school activity during the duration of that exclusion including adjacent school holidays and weekends. The student activity eligibility of a student who is mandatorily reassigned shall be determined on a case-by-case basis by the principal of the building to which the student is reassigned.

Short-Term Suspension

The Principal may exclude students from school or any school function for a period of up to five school days (short-term suspension) on the following grounds:

1. Conduct constituting grounds for expulsion as hereinafter set forth; or,

2. Other violations of rules and standards of behavior adopted by the Board of Education or the administrative or teaching staff of the school, that occur on or off school grounds, if such conduct interferes with school purposes or there is a connection between such conduct and school.

The following process applies to short-term suspension:

1. The Principal shall make a reasonable investigation of the facts and circumstances. Short-term suspension shall be imposed only after a determination that the suspension is necessary to help any student, to further school purposes, or to prevent an interference with school purposes.

2. Prior to commencement of the short-term suspension, the student will be given oral or written notice of the charges against the student. The student will be advised of what he or she is accused of having done, be given an explanation of the evidence the authorities have, and be given an opportunity to explain the student's version of the facts.

3. Within 24 hours or such additional time as is reasonably necessary following the suspension, the Principal will send a written statement to the student, and the student's parent or guardian, describing the student's conduct, misconduct or violation of the rule or standard and the reasons

for the action taken. An opportunity will be given to the student, and the student's parent or guardian, to have a conference with the Principal ordering the short-term suspension before or at the time the student returns to school. The Principal shall determine who, in addition to the parent or guardian, is to attend the conference.

4. Students who are short-term suspended will be given the opportunity to complete classwork including but not limited to examinations or other forms of student work showing academic progress.

Emergency Exclusion

Students may be emergency excluded from school pursuant to the board's separate policy on emergency exclusion or state law.

Weapons and/or Firearms

Students may be disciplined for the possession of weapons and/or firearms pursuant to the board's separate policy on weapons and firearms or state law.

Long-Term Suspension

Students may be excluded by the Principal from school or any school function for a period of more than five school days but less then twenty school days (long-term suspension) for any conduct constituting grounds for expulsion as hereinafter set forth. The process for long-term suspension is set forth below.

Expulsion

1. **Meaning of Expulsion.** Expulsion means exclusion from attendance in all schools, grounds and activities of or within the system for a period not to exceed the remainder of the semester in which it took effect unless the misconduct occurred (a) within ten school days prior to the end of the first semester, in which case the expulsion shall remain in effect through the second semester, or (b) within ten school days prior to the end of the second semester, in which case the expulsion shall remain in effect for summer school and the first semester of the following school year, or (c) unless the expulsion is for conduct specified in these rules or in law as permitting or requiring a longer removal, in which case the expulsion shall remain in effect for the period specified therein. Such action may be modified or terminated by the school district at any time during the expulsion period.

2. **Summer Review**. Any expulsion that will remain in effect during the first semester of the following school year will be automatically scheduled for review before the beginning of the school year. The review will be conducted by the hearing officer who conducted the initial expulsion hearing, or a hearing officer appointed by the Superintendent in the event no hearing was previously held or the initial hearing officer is no longer available or willing to serve, after the hearing officer has given notice of the review to the student and the student's parent or guardian. This review shall be limited to newly discovered evidence or evidence of changes in the student's circumstances occurring since the original hearing. This review may lead to a recommendation by the hearing officer that the student be readmitted for the upcoming school year. If the school board or board of education or a committee of such board took the final action to expel the student, the student may be readmitted only by action of the board. Otherwise the student may be readmitted by action of the Superintendent.

3. **Suspension of Enforcement of an Expulsion**: Enforcement of an expulsion action may be suspended (i.e., "stayed") for a period of not more than one full semester in addition to the balance of the semester in which the expulsion takes effect, and as a condition of such suspended action, the student may be assigned to a school, class, or program/plan and to such other consequences which the school district deems appropriate.

4. **Alternative School or Pre-expulsion Procedures.** The school shall either provide an alternative school, class or educational program for expelled students or shall follow the pre-expulsion procedures outlined in Neb. Rev. Stat. 79-266.

Grounds for Long-Term Suspension, Expulsion or Mandatory Reassignment:

The following conduct constitutes grounds for long-term suspension, expulsion, or mandatory reassignment, subject to the procedural provisions of the Student Discipline Act, Neb. Rev. Stat. § 79-254 through 79-296, when such activity occurs on school grounds, in a vehicle owned, leased, or contracted by a school being used for a school purpose or in a vehicle being driven for a school purpose by a school employee or by his or her designee, or at a school-sponsored activity or athletic event:

1. Use of violence, force, coercion, threat, intimidation, or similar conduct in a manner that constitutes a substantial interference with school purposes;
2. Willfully causing or attempting to cause substantial damage to property, stealing or attempting to steal property of substantial value, or repeated damage or theft involving property;
3. Causing or attempting to cause personal injury to a school employee, to a school volunteer, or to any student. Personal injury caused by accident, self-defense, or other action undertaken on the reasonable belief that it was necessary to protect some other person shall not constitute a violation of this subdivision;
4. Threatening or intimidating any student for the purpose of or with the intent of obtaining money or anything of value from such student;
5. Knowingly possessing, handling, or transmitting any object or material that is ordinarily or generally considered a weapon (*see also board policy on weapons and firearms*);
6. Engaging in the unlawful possession, selling, dispensing, or use of a controlled substance or an imitation controlled substance, as defined in section 28-401, a substance represented to be a controlled substance, or alcoholic liquor as defined in section 53-103.02 or being under the influence of a controlled substance or alcoholic liquor (*note: the term "under the influence" for school purposes has a less strict meaning than it does under criminal law; for school purposes, the term means any level of impairment and includes even the odor of alcohol on the breath or person of a student; also, it includes being impaired by reason of the abuse of any material used as a stimulant*);
7. Public indecency as defined in section 28-806, except that this prohibition shall apply only to students at least twelve years of age but less than nineteen years of age;
8. Engaging in bullying as defined in section 79-2,137 and in these policies;
9. Sexually assaulting or attempting to sexually assault any person if a complaint has been filed by a prosecutor in a court of competent jurisdiction alleging that the student has sexually assaulted or attempted to sexually assault any person, including sexual assaults or attempted sexual assaults which occur off school grounds not at a school function, activity, or event. For purposes of this subdivision, sexual assault means sexual assault in the first degree as defined in section 28-319, sexual assault in the second degree as defined in section 28-320, sexual assault of a child in the second or third degree as defined in section 28-320.01, or sexual assault of a child in the first degree as defined in section 28-319.01, as such sections now provide or may hereafter from time to time be amended;
10. Engaging in any other activity forbidden by the laws of the State of Nebraska which activity constitutes a danger to other students or interferes with school purposes; or
11. A repeated violation of any of the following rules if such violations constitute a substantial interference with school purposes:
    a. The use of language, written or oral, or conduct, including gestures, which is profane or abusive to students or staff members. Profane or abusive language or conduct includes, but is not limited to, that which is commonly understood and intended to be derogatory toward a group or individual based upon race, gender, national origin, or religion;
    b. Dressing or grooming in a manner which violates the school district's dress code and/or is dangerous to the student's health and safety, a danger to the health and safety of others, or which is disruptive, distracting or indecent to the extent that it interferes with the learning and educational process;
    c. Violating school bus rules as set by the school district or district staff;

d. Possessing, using, selling, or dispensing tobacco, drug paraphernalia, an electronic nicotine delivery system, or a tobacco imitation substance or packaging, regardless of form, including cigars, cigarettes, chewing tobacco, and any other form of tobacco, tobacco derivative product or imitation or electronic cigarettes, vapor pens, etc.;
e. Possessing, using, selling, or dispensing any drug paraphernalia or imitation of a controlled substance regardless of whether the actual substance possessed is a controlled substance by Nebraska law;
f. Possession of pornography;
g. Sexting or the possession of sexting images (a combination of sex and texting - the act of sending sexually explicit messages or photos electronically);
h. Engaging in hazing, defined as any activity expected of someone joining a group, team, or activity that humiliates, degrades or risks emotional and/or physical harm, regardless of the person's willingness to participate. Hazing activities are generally considered to be: physically abusive, hazardous, and/or sexually violating and include but are not limited to the following: personal servitude; sleep deprivation and restrictions on personal hygiene; yelling, swearing and insulting new members/rookies; being forced to wear embarrassing or humiliating attire in public; consumption of vile substances or smearing of such on one's skin; branding; physical beatings; binge drinking and drinking games; sexual simulation and sexual assault;
i. Bullying which shall include cyber-bullying, defined as the use of the internet, including but not limited to social networking sites such as Facebook, cell phones or other devices to send, post or text message images and material intended to hurt or embarrass another person. This may include, but is not limited to; continuing to send e-mail to someone who has said they want no further contact with the sender; sending or posting threats, sexual remarks or pejorative labels (i.e., hate speech); ganging up on victims by making them the subject of ridicule in forums, and posting false statements as fact intended to humiliate the victim; disclosure of personal data, such as the victim's real name, address, or school at websites or forums; posing as the identity of the victim for the purpose of publishing material in their name that defames or ridicules them; sending threatening and harassing text, instant messages or emails to the victims; and posting or sending rumors or gossip to instigate others to dislike and gang up on the target;
j. Violation of the district's computer acceptable computer use policy are subject to discipline, up to and including expulsion;
k. Knowingly possessing, handling, or transmitting any object or material that is ordinarily or generally considered a simulated or "look-a-like" weapon;
l. Using any object to simulate possession of a weapon; and
m. Any other violation of a rule or regulation established by a school district staff member pursuant to authority delegated by the board.

Due Process Afforded to Students Facing Long-term Suspension or Expulsion

The following procedures shall be followed regarding any long-term suspension, expulsion or mandatory reassignment

1. On the date of the decision to discipline, the Principal shall file with the Superintendent a written charge and a summary of the evidence supporting such charge.

2. The Principal shall serve the student and the student's parents or guardian with a written notice by registered or certified mail or personal service within two school days of the date of the decision to recommend long-term suspension or expulsion. The notice shall include the following:

    a. The rule or standard of conduct allegedly violated and the acts of the student alleged to constitute a cause for long-term suspension, expulsion, or mandatory reassignment, including a summary of the evidence to be presented against the student;

    b. The penalty, if any, which the principal has recommended in the charge and any other penalty to which the student may be subject;

c. A statement that, before long-term suspension, expulsion, or mandatory reassignment for disciplinary purposes can be invoked, the student has a right to a hearing, upon request, on the specified charges;

d. A description of the hearing procedures provided by the act, along with procedures for appealing any decision rendered at the hearing;

e. A statement that the principal, legal counsel for the school, the student, the student's parent, or the student's representative or guardian has the right (i) to examine the student's academic and disciplinary records and any affidavits to be used at the hearing concerning the alleged misconduct and (ii) to know the identity of the witnesses to appear at the hearing and the substance of their testimony; and

f. A form on which the student, the student's parent, or the student's guardian may request a hearing, to be signed by such parties and delivered to the principal or superintendent in person or by registered or certified mail.

3. When a notice of intent to discipline a student by long-term suspension, expulsion, or mandatory reassignment is filed with the superintendent, the student may be suspended by the principal until the date the long-term suspension, expulsion, or mandatory reassignment takes effect if no hearing is requested or, if a hearing is requested, the date the hearing examiner makes the report of his or her findings and a recommendation of the action to be taken to the superintendent, if the principal determines that the student must be suspended immediately to prevent or substantially reduce the risk of (a) interference with an educational function or school purpose or (b) a personal injury to the student himself or herself, other students, school employees, or school volunteers.

4. Nothing in this policy shall preclude the student, student's parents, guardian or representative from discussing and settling the matter with appropriate school personnel prior to the hearing stage.

5. If a hearing is requested within five days after receipt of the notice, the Superintendent shall appoint a hearing officer who shall follow the "hearing procedures" outlined below.

6. If a hearing is requested more than five school days following the receipt of the written notice, but not more than thirty calendar days after receipt, the Superintendent shall appoint a hearing officer who shall follow the "hearing procedures" outlined below, except that the time constraints set forth may differ as provided by law and this policy. The student shall be entitled to a hearing but the consequence imposed may continue in effect pending final determination.

7. If a request for hearing is not received within thirty calendar days following the mailing or delivery of the written notice, the student shall not be entitled to a hearing.

In the event a hearing is requested, the hearing, hearing procedures, the student's rights and any appeals or judicial review permitted by law shall be governed by the applicable provisions of the Nebraska Student Discipline Act (Neb. Rev. Stat. § 79-254 to 79-294). The school district will provide parents with copies of the relevant statutes upon request.

Reporting Requirement to Law Enforcement

Violations of this section will result in a report to law enforcement if:

1. The violation includes possession of a firearm;
2. The violation results in child abuse;
3. It is a violation of the Nebraska Criminal Code that the administration believes cannot be adequately addressed solely by discipline from the school district;

4. It is a violation of the Nebraska Criminal Code that endangers the health and welfare of staff or students;
5. It is a violation of the Nebraska Criminal Code that interferes with school purposes;
6. The report is required or requested by law enforcement or the county attorney.

~~Administrative and teaching personnel may take actions regarding student behavior, other than those specifically provided in this policy and the Student Discipline Act, which are reasonably necessary to aid the student, further school purposes, or prevent interference with the educational process. Such actions may include, but need not be limited to, counseling of students, parent conferences, rearrangement of schedules, requirements that a student remain in school after regular hours to do additional work, restriction of extracurricular activity, or requirements that a student receive counseling, psychological evaluation, or psychiatric evaluation upon the written consent of a parent or guardian to such counseling or evaluation. Disciplinary consequences may also include in-school suspension, Saturday School, and any other consequence authorized by law. District administrators may develop building-specific protocols for the imposition of student discipline.~~

~~In this policy, references to "Principal" shall include building principals, the principal's designee, or other appropriate school district administrators.~~

~~Any statement, notice, recommendation, determination, or similar action specified in this policy shall be effectively given at the time written evidence thereof is delivered personally to or upon receipt of certified or registered mail or upon actual knowledge by a student or his or her parent or guardian.~~

~~Any student who is suspended or expelled from school pursuant to this policy may not participate in any school activity during the duration of that exclusion including adjacent school holidays and weekends. The student activity eligibility of a student who is mandatorily reassigned shall be determined on a case-by-case basis by the principal of the building to which the student is reassigned.~~

~~Short-Term Suspension~~

~~The Principal may exclude students from school or any school function for a period of up to five school days (short-term suspension) on the following grounds:~~

1. ~~Conduct constituting grounds for expulsion as hereinafter set forth; or,~~
2. ~~Other violations of rules and standards of behavior adopted by the Board of Education or the administrative or teaching staff of the school, that occur on or off school grounds, if such conduct interferes with school purposes or there is a connection between such conduct and school.~~

~~The following process applies to short-term suspension:~~

1. ~~The Principal shall make a reasonable investigation of the facts and circumstances. Short-term suspension shall be imposed only after a determination that the suspension is necessary to help any student, to further school purposes, or to prevent an interference with school purposes.~~
2. ~~Prior to commencement of the short-term suspension, the student will be given oral or written notice of the charges against the student. The student will be advised of what he or she is accused of having done, be given an explanation of the evidence the authorities have, and be given an opportunity to explain the student's version of the facts.~~
3. ~~Within 24 hours or such additional time as is reasonably necessary following the suspension, the Principal will send a written statement to the student, and the student's parent or guardian, describing the student's conduct, misconduct or violation of the rule or standard and the reasons for the action taken. An opportunity will be given to the student, and the student's parent or guardian, to have a conference with the Principal ordering the short-term suspension before or at the time the student returns to school. The Principal shall determine who, in addition to the parent or guardian, is to attend the conference.~~
4. ~~Students who are short-term suspended will be given the opportunity to complete classwork, including but not limited to examinations, under the following conditions: students follow the expectations for make-up work as outlined by the teacher.~~

~~Emergency Exclusion~~

Students may be emergency excluded from school pursuant to the board's separate policy on emergency exclusion or state law.

Weapons and/or Firearms

Students may be disciplined for the possession of weapons and/or firearms pursuant to the board's separate policy on weapons and firearms or state law.

Long-Term Suspension

Students may be excluded by the Principal from school or any school function for a period of more than five school days but less than twenty school days (long-term suspension) for any conduct constituting grounds for expulsion as hereinafter set forth. The process for long-term suspension is set forth below.

Expulsion

1. **Meaning of Expulsion.** Expulsion means exclusion from attendance in all schools, grounds and activities of or within the system for a period not to exceed the remainder of the semester in which it took effect unless the misconduct occurred (a) within ten school days prior to the end of the first semester, in which case the expulsion shall remain in effect through the second semester, or (b) within ten school days prior to the end of the second semester, in which case the expulsion shall remain in effect for summer school and the first semester of the following school year, or (c) unless the expulsion is for conduct specified in these rules or in law as permitting or requiring a longer removal, in which case the expulsion shall remain in effect for the period specified therein. Such action may be modified or terminated by the school district at any time during the expulsion period.
2. **Summer Review**. Any expulsion that will remain in effect during the first semester of the following school year will be automatically scheduled for review before the beginning of the school year. The review will be conducted by the hearing officer who conducted the initial expulsion hearing, or a hearing officer appointed by the Superintendent in the event no hearing was previously held or the initial hearing officer is no longer available or willing to serve, after the hearing officer has given notice of the review to the student and the student's parent or guardian. This review shall be limited to newly discovered evidence or evidence of changes in the student's circumstances occurring since the original hearing. This review may lead to a recommendation by the hearing officer that the student be readmitted for the upcoming school year. If the school board or board of education or a committee of such board took the final action to expel the student, the student may be readmitted only by action of the board. Otherwise the student may be readmitted by action of the Superintendent.
3. **Suspension of Enforcement of an Expulsion**: Enforcement of an expulsion action may be suspended (i.e., "stayed") for a period of not more than one full semester in addition to the balance of the semester in which the expulsion takes effect, and as a condition of such suspended action, the student may be assigned to a school, class, or program/plan and to such other consequences which the school district deems appropriate.
4. **Alternative School or Pre-expulsion Procedures.** The school shall either provide an alternative school, class or educational program for expelled students or shall follow the pre-expulsion procedures outlined in Neb. Rev. Stat. 79-266.

Grounds for Long-Term Suspension, Expulsion or Mandatory Reassignment:

The following conduct constitutes grounds for long-term suspension, expulsion, or mandatory reassignment, subject to the procedural provisions of the Student Discipline Act, Neb. Rev. Stat. § 79-254 through 79-296, when such activity occurs on school grounds, in a vehicle owned, leased, or contracted by a school being used for a school purpose or in a vehicle being driven for a school purpose by a school employee or by his or her designee, or at a school-sponsored activity or athletic event:

1. Use of violence, force, coercion, threat, intimidation, or similar conduct in a manner that constitutes a substantial interference with school purposes;
2. Willfully causing or attempting to cause substantial damage to property, stealing or attempting to steal property of substantial value, or repeated damage or theft involving property;
3. Causing or attempting to cause personal injury to a school employee, to a school volunteer, or to any student. Personal injury caused by accident, self-defense, or other action undertaken on the reasonable belief that it was necessary to protect some other person shall not constitute a

violation of this subdivision;Administrative and teaching personnel may take actions regarding student behavior, other than those specifically provided in this policy and the Student Discipline Act, which are reasonably necessary to aid the student, further school purposes, or prevent interference with the educational process. Such actions may include, but need not be limited to, counseling of students, parent conferences, rearrangement of schedules, requirements that a student remain in school after regular hours to do additional work, restriction of extracurricular activity, or requirements that a student receive counseling, psychological evaluation, or psychiatric evaluation upon the written consent of a parent or guardian to such counseling or evaluation. Disciplinary consequences may also include in-school suspension, Saturday School, and any other consequence authorized by law. District administrators may develop building-specific protocols for the imposition of student discipline. Further, students who qualify for special education services may have other procedures that apply as required by state and federal law.

In this policy, references to "Principal" shall include building principals, the principal's designee, or other appropriate school district administrators.

Any statement, notice, recommendation, determination, or similar action specified in this policy shall be effectively given at the time written evidence thereof is delivered personally to or upon receipt of certified or registered mail or upon actual knowledge by a student or his or her parent or guardian.

Any student who is suspended or expelled from school pursuant to this policy may not participate in any school activity during the duration of that exclusion including adjacent school holidays and weekends. The student activity eligibility of a student who is mandatorily reassigned shall be determined on a case-by-case basis by the principal of the building to which the student is reassigned.

Short-Term Suspension

The Principal may exclude students from school or any school function for a period of up to five school days (short-term suspension) on the following grounds:

1. Conduct constituting grounds for expulsion as hereinafter set forth; or,

2. Other violations of rules and standards of behavior adopted by the Board of Education or the administrative or teaching staff of the school, that occur on or off school grounds, if such conduct interferes with school purposes or there is a connection between such conduct and school.

The following process applies to short-term suspension:

1. The Principal shall make a reasonable investigation of the facts and circumstances. Short-term suspension shall be imposed only after a determination that the suspension is necessary to help any student, to further school purposes, or to prevent an interference with school purposes.

2. Prior to commencement of the short-term suspension, the student will be given oral or written notice of the charges against the student. The student will be advised of what he or she is accused of having done, be given an explanation of the evidence the authorities have, and be given an opportunity to explain the student's version of the facts.

3. Within 24 hours or such additional time as is reasonably necessary following the suspension, the Principal will send a written statement to the student, and the student's parent or guardian, describing the student's conduct, misconduct or violation of the rule or standard and the reasons for the action taken. An opportunity will be given to the student, and the student's parent or guardian, to have a conference with the Principal ordering the short-term suspension before or at the time the student returns to school. The Principal shall determine who, in addition to the parent or guardian, is to attend the conference.

4. Students who are short-term suspended will be given the opportunity to complete classwork including but not limited to examinations or other forms of student work showing academic progress.

Emergency Exclusion

Students may be emergency excluded from school pursuant to the board's separate policy on emergency exclusion or state law.

Weapons and/or Firearms

Students may be disciplined for the possession of weapons and/or firearms pursuant to the board's separate policy on weapons and firearms or state law.

Long-Term Suspension

Students may be excluded by the Principal from school or any school function for a period of more than five school days but less than twenty school days (long-term suspension) for any conduct constituting grounds for expulsion as hereinafter set forth. The process for long-term suspension is set forth below.

Expulsion

1. **Meaning of Expulsion.** Expulsion means exclusion from attendance in all schools, grounds and activities of or within the system for a period not to exceed the remainder of the semester in which it took effect unless the misconduct occurred (a) within ten school days prior to the end of the first semester, in which case the expulsion shall remain in effect through the second semester, or (b) within ten school days prior to the end of the second semester, in which case the expulsion shall remain in effect for summer school and the first semester of the following school year, or (c) unless the expulsion is for conduct specified in these rules or in law as permitting or requiring a longer removal, in which case the expulsion shall remain in effect for the period specified therein. Such action may be modified or terminated by the school district at any time during the expulsion period.

2. **Summer Review**. Any expulsion that will remain in effect during the first semester of the following school year will be automatically scheduled for review before the beginning of the school year. The review will be conducted by the hearing officer who conducted the initial expulsion hearing, or a hearing officer appointed by the Superintendent in the event no hearing was previously held or the initial hearing officer is no longer available or willing to serve, after the hearing officer has given notice of the review to the student and the student's parent or guardian. This review shall be limited to newly discovered evidence or evidence of changes in the student's circumstances occurring since the original hearing. This review may lead to a recommendation by the hearing officer that the student be readmitted for the upcoming school year. If the school board or board of education or a committee of such board took the final action to expel the student, the student may be readmitted only by action of the board. Otherwise the student may be readmitted by action of the Superintendent.

3. **Suspension of Enforcement of an Expulsion**: Enforcement of an expulsion action may be suspended (i.e., "stayed") for a period of not more than one full semester in addition to the balance of the semester in which the expulsion takes effect, and as a condition of such suspended action, the student may be assigned to a school, class, or program/plan and to such other consequences which the school district deems appropriate.

4. **Alternative School or Pre-expulsion Procedures.** The school shall either provide an alternative school, class or educational program for expelled students or shall follow the pre-expulsion procedures outlined in Neb. Rev. Stat. 79-266.

Grounds for Long-Term Suspension, Expulsion or Mandatory Reassignment:

The following conduct constitutes grounds for long-term suspension, expulsion, or mandatory reassignment, subject to the procedural provisions of the Student Discipline Act, Neb. Rev. Stat. § 79-254 through 79-296, when such activity occurs on school grounds, in a vehicle owned, leased, or contracted by a school being used for a school purpose or in a vehicle being driven for a school purpose by a school employee or by his or her designee, or at a school-sponsored activity or athletic event:

1. Use of violence, force, coercion, threat, intimidation, or similar conduct in a manner that constitutes a substantial interference with school purposes;
2. Willfully causing or attempting to cause substantial damage to property, stealing or attempting to steal property of substantial value, or repeated damage or theft involving property;
3. Causing or attempting to cause personal injury to a school employee, to a school volunteer, or to any student. Personal injury caused by accident, self-defense, or other action undertaken on the reasonable belief that it was necessary to protect some other person shall not constitute a violation of this subdivision;
4. Threatening or intimidating any student for the purpose of or with the intent of obtaining money or anything of value from such student;
5. Knowingly possessing, handling, or transmitting any object or material that is ordinarily or generally considered a weapon (*see also board policy on weapons and firearms*);
6. Engaging in the unlawful possession, selling, dispensing, or use of a controlled substance or an imitation controlled substance, as defined in section 28-401, a substance represented to be a controlled substance, or alcoholic liquor as defined in section 53-103.02 or being under the influence of a controlled substance or alcoholic liquor (*note: the term "under the influence" for school purposes has a less strict meaning than it does under criminal law; for school purposes, the term means any level of impairment and includes even the odor of alcohol on the breath or person of a student; also, it includes being impaired by reason of the abuse of any material used as a stimulant*);
7. Public indecency as defined in section 28-806, except that this prohibition shall apply only to students at least twelve years of age but less than nineteen years of age;
8. Engaging in bullying as defined in section 79-2,137 and in these policies;
9. Sexually assaulting or attempting to sexually assault any person if a complaint has been filed by a prosecutor in a court of competent jurisdiction alleging that the student has sexually assaulted or attempted to sexually assault any person, including sexual assaults or attempted sexual assaults which occur off school grounds not at a school function, activity, or event. For purposes of this subdivision, sexual assault means sexual assault in the first degree as defined in section 28-319, sexual assault in the second degree as defined in section 28-320, sexual assault of a child in the second or third degree as defined in section 28-320.01, or sexual assault of a child in the first degree as defined in section 28-319.01, as such sections now provide or may hereafter from time to time be amended;
10. Engaging in any other activity forbidden by the laws of the State of Nebraska which activity constitutes a danger to other students or interferes with school purposes; or
11. A repeated violation of any of the following rules if such violations constitute a substantial interference with school purposes:
    a. The use of language, written or oral, or conduct, including gestures, which is profane or abusive to students or staff members. Profane or abusive language or conduct includes, but is not limited to, that which is commonly understood and intended to be derogatory toward a group or individual based upon race, gender, national origin, or religion;
    b. Dressing or grooming in a manner which violates the school district's dress code and/or is dangerous to the student's health and safety, a danger to the health and safety of others, or which is disruptive, distracting or indecent to the extent that it interferes with the learning and educational process;
    c. Violating school bus rules as set by the school district or district staff;
    d. Possessing, using, selling, or dispensing tobacco, drug paraphernalia, or a tobacco imitation substance or packaging, regardless of form, including cigarettes, chewing tobacco, and any other form of tobacco or imitation, such as electronic cigarettes, vapor pens, etc.;

e. Possessing, using, selling, or dispensing any drug paraphernalia or imitation of a controlled substance regardless of whether the actual substance possessed is a controlled substance by Nebraska law;
f. Possession of pornography;
g. Sexting or the possession of sexting images (a combination of sex and texting - the act of sending sexually explicit messages or photos electronically);
h. Engaging in hazing, defined as any activity expected of someone joining a group, team, or activity that humiliates, degrades or risks emotional and/or physical harm, regardless of the person's willingness to participate. Hazing activities are generally considered to be: physically abusive, hazardous, and/or sexually violating and include but are not limited to the following: personal servitude; sleep deprivation and restrictions on personal hygiene; yelling, swearing and insulting new members/rookies; being forced to wear embarrassing or humiliating attire in public; consumption of vile substances or smearing of such on one's skin; branding; physical beatings; binge drinking and drinking games; sexual simulation and sexual assault;
i. Bullying which shall include cyber-bullying, defined as the use of the internet, including but not limited to social networking sites such as Facebook, cell phones or other devices to send, post or text message images and material intended to hurt or embarrass another person. This may include, but is not limited to; continuing to send e-mail to someone who has said they want no further contact with the sender; sending or posting threats, sexual remarks or pejorative labels (i.e., hate speech); ganging up on victims by making them the subject of ridicule in forums, and posting false statements as fact intended to humiliate the victim; disclosure of personal data, such as the victim's real name, address, or school at websites or forums; posing as the identity of the victim for the purpose of publishing material in their name that defames or ridicules them; sending threatening and harassing text, instant messages or emails to the victims; and posting or sending rumors or gossip to instigate others to dislike and gang up on the target;
j. Violation of the district's computer acceptable computer use policy are subject to discipline, up to and including expulsion; and
k. Any other violation of a rule or regulation established by a school district staff member pursuant to authority delegated by the board.

Due Process Afforded to Students Facing Long-term Suspension or Expulsion

The following procedures shall be followed regarding any long-term suspension, expulsion or mandatory reassignment

1. On the date of the decision to discipline, the Principal shall file with the Superintendent a written charge and a summary of the evidence supporting such charge.

2. The Principal shall serve the student and the student's parents or guardian with a written notice by registered or certified mail or personal service within two school days of the date of the decision to recommend long-term suspension or expulsion. The notice shall include the following:

a. The rule or standard of conduct allegedly violated and the acts of the student alleged to constitute a cause for long-term suspension, expulsion, or mandatory reassignment, including a summary of the evidence to be presented against the student;

b. The penalty, if any, which the principal has recommended in the charge and any other penalty to which the student may be subject;

c. A statement that, before long-term suspension, expulsion, or mandatory reassignment for disciplinary purposes can be invoked, the student has a right to a hearing, upon request, on the specified charges;

d. A description of the hearing procedures provided by the act, along with procedures for appealing any decision rendered at the hearing;

e. A statement that the principal, legal counsel for the school, the student, the student's parent, or the student's representative or guardian has the right (i) to examine the student's academic and disciplinary records and any affidavits to be used at the hearing concerning the alleged misconduct and (ii) to know the identity of the witnesses to appear at the hearing and the substance of their testimony; and

f. A form on which the student, the student's parent, or the student's guardian may request a hearing, to be signed by such parties and delivered to the principal or superintendent in person or by registered or certified mail.

3. When a notice of intent to discipline a student by long-term suspension, expulsion, or mandatory reassignment is filed with the superintendent, the student may be suspended by the principal until the date the long-term suspension, expulsion, or mandatory reassignment takes effect if no hearing is requested or, if a hearing is requested, the date the hearing examiner makes the report of his or her findings and a recommendation of the action to be taken to the superintendent, if the principal determines that the student must be suspended immediately to prevent or substantially reduce the risk of (a) interference with an educational function or school purpose or (b) a personal injury to the student himself or herself, other students, school employees, or school volunteers.

4. Nothing in this policy shall preclude the student, student's parents, guardian or representative from discussing and settling the matter with appropriate school personnel prior to the hearing stage.

5. If a hearing is requested within five days after receipt of the notice, the Superintendent shall appoint a hearing officer who shall follow the "hearing procedures" outlined below.

6. If a hearing is requested more than five school days following the receipt of the written notice, but not more than thirty calendar days after receipt, the Superintendent shall appoint a hearing officer who shall follow the "hearing procedures" outlined below, except that the time constraints set forth may differ as provided by law and this policy. The student shall be entitled to a hearing but the consequence imposed may continue in effect pending final determination.

7. If a request for hearing is not received within thirty calendar days following the mailing or delivery of the written notice, the student shall not be entitled to a hearing.

In the event a hearing is requested, the hearing, hearing procedures, the student's rights and any appeals or judicial review permitted by law shall be governed by the applicable provisions of the Nebraska Student Discipline Act (Neb. Rev. Stat. § 79-254 to 79-294). The school district will provide parents with copies of the relevant statutes upon request.

Reporting Requirement to Law Enforcement

Violations of this section will result in a report to law enforcement if:

1. The violation includes possession of a firearm;
2. The violation results in child abuse;
3. It is a violation of state law that the administration believes cannot be adequately addressed solely by discipline from the school district;
4. It is a violation of state law that endangers the health and welfare of staff or students;
5. It is a violation of state law that interferes with school purposes;
6. The report is required or requested by law enforcement or the county attorney.

Student Conduct

Ralston Middle School will incorporate into its discipline policy a combination of the following:

- Detentions
- Parent Contact
- In-school Suspension (I.S.S.)
- Out of School Suspension (O.S.S.)

Based on the decision of the RMS staff and administration and the severity/seriousness of the incident students may be assigned the appropriate penalties above or other consequences, as necessary.

Tardy Procedures

Being on time is an important life skill that all students need to learn and model to become successful in current and future endeavors. Because we believe strongly in this life skill, we fully expect students to arrive at their classrooms on time and ready to learn. We have a general discipline continuum that will be followed for students who are chronically late to class. Remedies may include but are not limited to detentions, in-school suspensions, and/or loss of privileges.

Restricted Lunch Assignment

If you are assigned to restricted lunch you are to:

- Check into the office to determine placement for your lunch detention.
- Be responsible for cleaning up your area when you are done with lunch.
- If behavior during lunch detention does not meet expectations, or if students do not take the responsibility to serve these detentions, additional detentions will be assigned.
- Be present for the assigned number of days. Absences will not count for days assigned.

In-Service Days

At the decision of the administration, students may be assigned to In-service Days or student vacation days for the following misconduct:

1. Truancies or chronic tardiness to classes.
2. Vandalism/Stealing.
3. Fighting.
4. Cheating/Missing work
5. Gross disrespect toward school officials/employees.
6. Threatening or intimidation of other students/school officials. This includes sexual, verbal, or physical harassment.
7. Behavior that seriously interferes with classroom instruction or other activities associated with school.

This time affords students an opportunity to serve discipline obligations, attend school full time, and take advantage of the educational opportunities regular school attendance affords. It also gives students an opportunity to complete work usually done at home. All school rules apply to students while attending these days. In-Service Days begin at 8:00 a.m.

In-School Suspension

At the discretion of the administration, a student may be assigned to in-school suspension if he/she has violated a major rule or is continually disruptive in class. Students are disciplined through isolation from the regular class atmosphere, restricted periods of silence, and strict observance of other rules. Failure to comply with the following guidelines could result in additional time assigned to in-school suspension or out-of-school suspension.

Guidelines for In-School Suspension

- Students are to be responsible for bringing all needed materials.
- Students will be given a work schedule to structure their day.
- Students are to complete all assignments given to them by their teachers.
- Students may be required to complete a suspension-learning packet, which will be related to the offense for which they were assigned in-school suspension, or the student may be required to complete a think sheet.
- An in-school suspension day begins at 8:00 a.m. and concludes at 3:24 p.m.

Grounds for Emergency Exclusion (Policy 6031)

Any student may be excluded from school in the following circumstances subject to the procedural provisions governing short term suspension found elsewhere in these policies or state law -

1. If the student has a dangerous communicable disease transmissible through normal school contacts and poses an imminent threat to the health or safety of the school community; or
2. If the student's conduct presents a clear threat to the physical safety of himself, herself, or others, or is so extremely disruptive as to make temporary removal necessary to preserve the rights of other students to pursue an education.

Any emergency exclusion shall be based upon a clear factual situation warranting it and shall last no longer than is necessary to avoid the dangers that prompted the exclusion.

Extension of Exclusion

Pursuant to the Student Discipline Act, the principal has the authority to exclude a student from school for up to five school days on an emergency basis. If the superintendent or superintendent's designee determines that it is appropriate to consider the extension of an exclusion beyond five days, such consideration shall be made according to the procedures set forth below.

Notification of Student's Parent(s) or Guardian(s)

The superintendent or the superintendent's designee shall notify the student's parent(s) or guardian(s) that the principal has proposed the extension of the exclusion. If the initial notice is oral, the superintendent shall confirm it in writing.

Opportunity to Request a Hearing

The student's parent(s) or guardian(s) may submit an oral request for a hearing on the proposed extension of the exclusion within two school days of receiving the initial notice. If the initial request for a hearing is oral, they shall confirm the request in writing.

Failure to Request a Hearing

If the parent(s) or guardian(s) do not request a hearing within two school days of receiving oral or written notice, the proposed extension of the exclusion shall automatically go into effect.

Appointment and Qualifications of a Hearing Examiner

If the parent(s) or guardian(s) request a hearing, the superintendent shall appoint a hearing examiner upon receiving a request for a hearing. The hearing examiner may be any person who did not bring charges against the student, is not to be a witness at the hearing, and has no involvement in the charge.

Hearing Examiner's Notice to Parent(s) or Guardian(s)

The hearing examiner shall promptly give written notice of the time, date and place of the hearing. The hearing will be held within five school days after the school district receives the initial oral or written

request; provided, the hearing may be held more than five school days after receipt of the request upon a showing of good cause. No hearing will be held on less than two (2) school days' notice unless otherwise agreed to by the student's parent(s) or guardian(s) and school officials.

Continued Exclusion
If a hearing is requested, the principal may determine in his or her sole discretion that the student shall remain excluded from school until the hearing officer makes a recommendation to the superintendent.

Examination of Student's Records and Affidavits
Prior to the hearing, the student and his/her parent(s) or guardian(s) shall have the right to examine and have school officials explain the student's records and any affidavits that will be used by school officials at the hearing.

Attendance at Hearing
The hearing may be attended by the hearing examiner, the principal (or designee), the student, and the student's parents or guardian(s). The student may be represented at this hearing by a representative of the family's choice.

Student's Witness(es)
The student and his/her parent(s) or guardian(s) may ask any person with knowledge of the events leading up to the sanction or with general knowledge of the student's character to testify on behalf of the student. If school personnel or other students are requested to testify by the student's parent(s) or guardian(s), the hearing officer shall endeavor to help obtain the presence of such witnesses at the hearing.

Right to Know Issues and Nature of Testimony
The student and his/her parent(s) or guardian(s) have the right to request in advance of the hearing the issues which the administration will propose in support of the extension, and the general nature of the testimony of any administrative or expert witnesses.

Presence of Student and Witnesses at the Hearing
The student and witnesses may be excluded at the discretion of the hearing examiner in accordance with state statutes. The student may speak in his/her own defense and may be questioned on such testimony, but may choose not to testify.

Sworn or Affirmed Testimony
The principal or his or her designee shall present evidence supporting the recommended extension of the exclusion. Witnesses will give testimony under oath of affirmation, and may be questioned.

Hearing Examiner's Report and Recommendations
The hearing examiner shall prepare a report of his or her findings and recommendations, and forward the report to the superintendent.

Superintendent's Decision
The superintendent will review the hearing examiner's report and determine whether to extend the exclusion. He or she shall have the decision delivered or sent by registered or certified mail to the student, student's parent(s), or guardian(s). If the superintendent decides to extend the exclusion, the extension will take effect immediately.

District Drug Policy

The School District of Ralston is concerned about the academic growth and the personal welfare of every person associated with the schools. The misuse of alcohol, marijuana, or other chemicals can seriously interfere with one's health. This is essentially true of the teenager since adolescence is a period of rapid change and important personality integration. The inappropriate use of alcohol and other chemicals can not only hinder academic achievement but also affect physical health and even block personal growth.

It shall be the policy of the School District of Ralston to take positive action through education, counseling, parental involvement, medical referral, and police referral in the handling of incidents in the school involving the possession, sale, and/or use of behavior affecting substances. These substances shall include, but are not limited to, marijuana, LSD, glue, alcohol, barbiturates, and other controlled chemical substances.

Inspection of school district property for the location of drugs, narcotics, liquor, weapons, poisons, and missing properties are matters relating to health and safety and may be regarded as reasonable purposes for such inspection by school personnel.

Drug and Chemical Use

When a student is found using, possessing, or under the influence of alcohol, marijuana, drug paraphernalia, or other illegal drugs, the following disciplinary actions will be taken -

1. The police will be contacted in all cases of possession of suspected illegal drugs and/or alcoholic beverages.
2. The student will be suspended from school for up to five days pending recommendation from the his/her parent(s) to meet with the administration of Ralston Middle School. Additional disciplinary action may be invoked if the student participates in extra-curricular activities or athletics.
3. Repeat occurrences of illegal drug or alcohol abuse will lead to expulsion proceedings.

Smoking (Policy 3016)

The use or possession of any tobacco product, including cigarettes, cigars, or other tobacco or tobacco derivative products; vapor products or electronic nicotine delivery systems; alternative nicotine products; or any other such look-alike or imitation product, is not permitted on school property at any time.

Interrogation and Searches (Policy 5022)

Investigations and Arrests by Police or Other Law Enforcement Officers Police or other law enforcement officers may be called to the school at the request of school administration, or may initiate contact with the school in connection with a criminal investigation. The school district shall not allow law enforcement officers access to students to conduct an investigation during school hours unless the officers are investigating charges that the student has been the victim of abuse or neglect. Contact between the school and law enforcement authorities on matters involving students shall be made through the office of the superintendent or principal and the law enforcement officer.

Law enforcement officers may talk to a student away from the school before or after school hours, and they should be encouraged to do so. Law enforcement officers shall be allowed to conduct an interview at the school only when the interview is conducted at the request of the school or when they can show that special circumstances exist. This determination should be made by the appropriate building principal or superintendent. Law enforcement officers should be permitted to interview students on school grounds only after providing the superintendent or appropriate building principal with a statement in writing that the law enforcement officer has reason to believe and does believe that the student is the victim of child

abuse or neglect perpetrated by the child's parent(s) or some other member of the child's immediate family or household, and that the law enforcement official wishes to interview the student regarding such abuse or neglect.

Throughout this process, all attempts should be made to avoid embarrassing the student before his or her teachers and peers, and to avoid disrupting the student's and school's education program.

1. Law enforcement officers should be permitted to take custody of a student if they possess an arrest warrant or if they otherwise assert a lawful basis for doing so. Whenever possible, the arrest or release of the student should be conducted in the building principal's office and out of the view of other students. When a principal or other school official releases a minor student to a law enforcement officer for the purpose of removing the minor from the school premises, he or she shall take immediate steps to notify the parent, guardian, or other responsible adult regarding the release of the minor to the officer and the place to which the minor is reportedly being taken, except when a minor has been taken into custody as a victim of suspected child abuse. If the law enforcement officer indicates that the child is being taken into custody because the child is the victim of suspected child abuse, the principal or other school official shall, as a condition of releasing the student to the law enforcement officer, require the officer to sign the statement appended hereto certifying that the child is being removed from school premises because he or she is believed to be the victim of child abuse and that the officer understands and will comply with the legal requirements of NEB. REV. STAT. § 79294.
2. Law enforcement personnel shall not be allowed to roam about the school until the student is found, and shall remain in the administration office while school personnel seek the student. A district employed SRO may move about the building as needed.
3. If possible, the education program of the student should not be disrupted to allow for police questioning of the student during class time.
4. Any questioning by law enforcement officers that is permitted should be conducted in a private room or area where confidentiality can be maintained. This should be an area removed from observation by or contact with other pupils and school personnel.
5. If law enforcement officers are to be allowed to question a student under the age of 18, the principal or school official shall make a reasonable attempt to notify the child's parents before questioning begins, except in cases of suspected child abuse or child neglect involving the parent or other family member. The parents should be given the opportunity to come to the school prior to the questioning.
6. If the parents are notified and are able to attend, they should be allowed to be present at the interview. The principal or designee should be present at the interview, but should not take part in any questioning. The principal or designee should remain a neutral observer at all times.
7. School representatives may search lockers, personal belongings, and cars that students drive to school when there is reasonable cause to do so. This includes, but is not limited to, clothes, book bags, purses, books, and gym bags.
8. The district superintendent or designee may authorize the use of trained sniffer dogs for detection of illegal drugs, explosives and/or contraband at any time.
9. The district superintendent or designee may authorize the use of preliminary breath tests (or alcohol sensors) on school property.

Use of Sniffer Dogs (Policy 3045)

The board of education finds that the possession of illegal drugs and other contraband on school grounds is unlawful, is disruptive of the educational process, is harmful to students and staff, and is contrary to the interests of the school district. Accordingly, to minimize the presence of these items on school grounds, the administration is authorized to use sniffer dogs according to the protocol set forth in this policy.

Protocol for Use of Sniffer Dogs

1. The superintendent, or the building principal with the superintendent's permission, may initiate the use of specially trained sniffer dogs to conduct an inspection.
2. The administration will contact the canine provider and/or the appropriate law enforcement agency to schedule the use of a sniffer dog or dogs. The administration shall require an assurance from the provider that any sniffer dogs to be used in the school have been properly trained, and may request evidence of the training and/or certification of the dogs. In no event will the school district authorize a sniffer dog to sniff any person.
3. The superintendent or if designated by the superintendent, the building principal, and law enforcement representatives or canine provider will confer regarding the specific plan of areas to be inspected. The plan may involve any or all school building facilities, vehicles in the school parking lot, or other areas where student and staff vehicles are parked on school property during or after school hours.
4. If the inspection is scheduled for a day when school is in session, students and staff will be informed over the public address system, and will be directed to remain in their rooms until given further directions.
5. During the inspection, administrators may assign personnel to designated areas as deemed appropriate to assist in the smooth handling of the inspection.
6. After the inspection is finished, students and staff will be notified over the public address system, and will be thanked for their cooperation.
7. If the sniffer dog alerts, the alert will constitute reasonable cause for the administration to conduct a search of the property. If the sniffer dog alerts on a vehicle on school grounds, the owner will be required to unlock the vehicle doors and trunk for further inspection of the interior of the vehicle. If the owner refuses to unlock the vehicle, the matter will be turned over to law enforcement authorities. The owner will be subject to disciplinary action as specified in board policy and/or the student or staff handbook or as otherwise allowed by law. This may include discipline for the refusal to obey an administrative directive.
8. Any illegal drugs or contraband found on school grounds, whether in a desk, locker, vehicle, or any other place on school grounds, will be confiscated and turned over to law enforcement authorities. A student's parents will be contacted. The individual will be subject to disciplinary action as specified in board policy and/or the student or staff handbook or as otherwise allowed by law.
9. At the conclusion of the inspection, school officials will confer with the canine provider and/or any law enforcement authorities who were involved in the inspection to review the results of the inspection. The administration may authorize any follow-up inspections or other action deemed appropriate.

Notice to students and staff

Students and staff shall be informed of the District's policy regarding the use of sniffer dogs as soon as practicable after the adoption of this policy. Thereafter, students and staff shall be informed of the policy at the beginning of the school year. By this policy and/or via the provision in the student or staff handbook, students and staff are specifically notified that:

1. Lockers may be sniffed by sniffer dogs at any time.
2. Vehicles parked on school property may be sniffed by sniffer dogs at any time.
3. Classrooms and other common areas may be sniffed by sniffer dogs at any time students and staff are not present.
4. If contraband of any kind is found, the student or staff member shall be subject to appropriate disciplinary action.

<u>Firearms and Weapons</u> (Policy 5049)

Weapons

No student may possess, handle, or transmit any weapon while on school grounds or at any school activity or event off school grounds except as permitted by this policy. No visitor under the age of 18 may possess, handle, or transmit any weapon while on school grounds or at any school activity or event off school grounds except as permitted by this policy. ***Definition of Weapon.*** The term "weapon" means any object, device, instrument, material, or substance which is capable of causing injury in the manner it is used or intended to be used.

Firearms

No person may bring, possess, handle or transmit a firearm on school grounds, in a school owned vehicle, or at a school activity or event off school grounds, except as permitted by this policy. ***Definition of Firearm:*** The term "firearm, as defined in 18 U.S.C. 921, means any weapon (including a starter gun) which will or is designed to or may readily be converted to expel a projectile by the action of an explosive, the frame or receiver of any such weapon, any firearm muffler or firearm silencer, or any destructive device (excluding an antique firearm).

Exceptions Regarding Firearms

The prohibition against firearms does not apply to:

1. The issuance of firearms to or possession by members of the armed forces of the United States, active or reserve, National Guard of this State, or Reserve Officers Training Corps or peace officers or other duly authorized law enforcement officers when on duty or training; or
2. Firearms that may lawfully be possessed by a person who is receiving instruction at the school under the immediate supervision of an adult instructor;
3. Firearms which may lawfully be possessed by a person for the purpose of using them, with the approval of the school, in a historical reenactment, in a hunter education program, or as part of an honor guard;
4. Firearms contained within a private vehicle ***operated by a nonstudent adult*** that are not loaded ***and*** are encased or are in a locked firearm rack that is on a motor vehicle; or
5. A handgun carried as a concealed handgun by nonstudent adult who holds a valid permit issued under the Concealed Handgun Permit Act in a vehicle or on his or her person while riding in or on a vehicle into or onto any parking area, which is open to the public and used by the school if, prior to exiting the vehicle, the handgun is locked inside the glove box, trunk, or other compartment of the vehicle, a storage box securely attached to the vehicle, or, if the vehicle is a motorcycle, a hardened compartment securely attached to the motorcycle while the vehicle is in or on such parking area, except as prohibited by federal law.

Definition of Encased: The term "encased" means enclosed in a case that is expressly made for the purpose of containing a firearm and that is completely zipped, snapped, buckled, tied, or otherwise fastened with no part of the firearm exposed.

Exceptions for Students

The only exceptions for a student to bring or possess a weapon, including a firearm, are as follows -

1. The firearm or weapon has been brought to school grounds or to an activity or event off school grounds for some educational purpose;
2. The person bringing the firearm or weapon has requested and received the prior approval of both the instructor and the building principal to do so; and
3. All arrangements to use and store the firearm or weapon safely while it is on school premises have been agreed to and carried out.

Consequences - Firearm
Any student who brings a firearm, as that term is defined in 18 United States Code 921, to school will be expelled from school for one calendar year. The superintendent of schools and the board of education shall have the authority to modify the expulsion requirement on a case-by-case basis.

Consequences – Weapon
State law and this policy provide that any student who violates this policy by knowingly bringing, possessing, handling or transmitting a weapon, other than a firearm, on school grounds, in a school owned vehicle, or at a school activity or event off school grounds may be suspended on a long-term basis, mandatorily reassigned, or expelled for the remainder of the school year in which the expulsion takes effect (if the misconduct occurs during the first semester) or the remainder of the second semester, summer school, and the first semester of the following school year (if the misconduct occurs during the second semester).

Confiscation of Firearms
Administrative and teaching personnel are statutorily authorized, without a warrant, to confiscate any firearm possessed in violation of this policy. By statute, any firearm that is confiscated by school personnel shall be delivered to a peace officer as soon as practicable. Such firearms are subject to being destroyed by law enforcement authorities.

Report to Law Enforcement Authorities
All school personnel are required to report any violation of this policy to a principal or the superintendent of schools. Pursuant to state and federal law, school personnel are required to report to law enforcement authorities when a student brings a firearm or weapon to school.

Visitors (Policy 3056)
The Board of Education and staff of the District welcome visits to the schools. Such visitations will be governed by those rules and regulations established by the district to provide a safe environment.

I. In accordance with building and District safety procedures, parents/guardians, students, and others may visit schools. These visits shall be in compliance with all building and District safety guidelines. The principal or appropriate Central Office administrator authorizing the visits shall consider the following
    A. Disruption to the educational environment;
    B. Distraction to students and staff;
    C. Confidentiality for students and staff;
    D. Safety of students and staff.

II. Parent/Guardians
    A. Parents wishing to attend and monitor courses, counseling sessions, and other instructional activities, must obtain prior approval of the appropriate teacher, counselor, or administrator as defined by the building handbook.
    B. Parents attending or monitoring courses with prior approval who, by their conduct or presence, interfere with the educational process or constitute an interference with school purposes, will be asked to leave.
    C. Parents attending building assemblies, building activities, classroom activities/parties during school hours will sign in at the office in accordance with building procedures.
    D. Unless otherwise restricted by law or court order, parents/guardians may visit their child's class.
    E. All visitors will report to the school office.

III. Visitation by Students
    A. Visits by students from other school districts or buildings must be cleared through the building principal. If approval is given, a visitor's pass will be issued.

B. Children below legal school age wishing to visit the school must be accompanied by their parent or guardian
C. Non-students (graduates, etc.) will not be allowed to visit in a building without special permission from the building principal.

IV. Program Visitation
A. Persons wishing to visit schools for the purpose of viewing new programs, organizational patterns, facilities, etc. must obtain clearance from the appropriate Central Office administrator.

Health Services at School (Policy 5023)

A school nurse or health aide is available for you at all times during the school day. If a student is not feeling well during school hours, he/she should -

1. Tell the teacher and obtain a pass to the health office. Have your assignment notebook signed, and check into the Health office. You must have a pass to the Health Office. Please do not go to the Health Office during passing periods.
2. If the physical condition indicates that the student should leave school, the health assistant will contact the parents. Students are not to leave the building without following this procedure.
3. In case of serious accident or injury requiring immediate medical attention, First Aid measures will be administered and the Ralston Rescue Squad will be called.

Health Concerns

Keep the school nurse or health aide informed of any health concerns or changes in your health status. If you need to notify your parents about a health concern, please do so from the Health Office, not the classroom.

Parents may call the Ralston Middle School Health Office at any time with questions or concerns at 402-331-4701.

Administering Medication to Students (Policy 5024)

Whenever possible, parents should arrange medication schedules to eliminate the need for giving medication during school hours. When it is necessary for school personnel to administer medication to students, the school district will comply with the Nebraska Medication Aide Act, the requirements of Title 92, Nebraska Administrative Code, Chapter 59, (promulgated by the Nebraska Department of Education and entitled Methods of Competency Assessment of School Staff Who Administer Medication), and all state and federal regulations. Parents and guardians who wish to have their child receive medication from school personnel must comply with the following procedures:

1. Prescription medication
    a. Parents/guardians must provide a physician's written authorization for the administration of the medication.
    b. Parents/guardians must provide their own written permission for the administration of the medication.
    c. The medication must be brought to school in the prescription container and must be properly labeled with the student's name, the physician's name, and directions for administering the medication.
2. Nonprescription medication Parents/guardians must provide a physician's written authorization for the administration of the medication.
    a. Parents/guardians must provide their own written permission for the administration of the medication.
    b. The medication must be brought to the school in the manufacturer’s container.

c. The container must be labeled with the child's name and with directions for provision or administration of the medication.

The district reserves the right to review and decline requests to administer or provide medications that are not consistent with standard pharmacological references, are prescribed in doses that exceed those recommended in standard pharmacological references, or that could be taken in a manner that would eliminate the need for giving them during school hours. The district may request parental authorization to consult with the student's physician regarding any medication prescribed by such physician.

The district will stock and use naloxone, when necessary in accordance with policy 3051.

Summary of Common Communicable Diseases and Contagious Conditions

Chicken Pox - By direct contact and airborne spread. Approximately 2 weeks, but may be as long as 3 weeks after exposure a susceptible person may be expected to "break out" with their first crop of blister-like eruptions. New eruptions can be expected to continue for 3-4 days. Students will be excluded from school for 10 calendar days, starting from the time of the first eruption. They may be readmitted after 7 calendar days, starting from the time of the first eruption, with a doctor's written permission. Due to degree of severity, the student may stay out of school longer.

Students may be sensitive to their appearance even when they are no longer contagious, causing their absence to be longer than 10 calendar days. Secondary infections after apparent recovery may occur. Cellulites (skin disorder) and Bacterium (blood poisoning) are the most common kinds of secondary infections. Complications as described below with measles may also occur.

Measles (Rubella, Red or Hard Measles) **-** By direct contact, droplet spread and less commonly by airborne spread. Approximately 10 days after exposure a susceptible person may develop a fever. Within 2-3 days a red blotchy rash will develop, usually starting on the face and neck and becoming generalized. A dry, hacking cough will develop at the same time. This is a serious disease. Students are excluded from school until the 7th day after the initial appearance of the rash. Parents should be cautioned not to send children back to school too soon as complications such as ear infections leading to hearing loss, decreased vision acuity, pneumonia, and encephalitis are not uncommon.

Mumps - By direct contact and droplet spread. Approximately 18 days after exposure a susceptible person may develop a fever and swelling or tenderness of one or more salivary glands. Students are excluded from school for 9 calendar days from the onset of swelling; complications may occur as above plus some including reproductive organs.

Rubella - By direct contact and droplet spread may be airborne. (German or 3-day Measles) Approximately 18 days after exposure a susceptible person may suffer from a low-grade fever, headache, and feeling sluggish and cold-like symptoms. Most victims will manifest a rash. Diagnosis may be difficult if a rash is not present. Students should be excluded for 5 calendar days after onset of rash. This disease is highly contagious, but usually mild.

Impetigo, Scabies and Ringworm - To be excluded from school upon recognition. To be readmitted when there is no longer evidence of contagion, or upon written statement from physician or phone call from doctor's office indicating that the condition is under treatment and no longer considered contagious.

Pediculosis (Head lice) **-** To be excluded from school when live vermin and/or nit (eggs) are present. To be readmitted morning after treatment is started. Treatment consists of lice shampoo and nit comb. Eggs

must be removed prior to child returning to school. The nurse may inspect all family members and close contacts that attend school.

Pinkeye - To be excluded from school upon recognition. May return with written doctor's statement or phone call from doctor's office after prescribed treatment or when the eye is normal in appearance.

Fifth Disease - To be excluded upon recognition. May return with written doctor's statement or phone call from doctor's office. Characteristically begins on the face and classically produces an intensely red "slapped cheek" appearance. A lace-like rash may appear on the trunk and upper extremities.

Physical Examinations (Policy 5011)
All students entering seventh grade and any students new to our state need to have physical examinations **prior to the first day of school**. **This is a state law.**

Nebraska Immunization Requirements (NE SCHOOL LAW 79.444-01-08)

- 3 doses of DTaP, DTP, DT, or Td vaccine, one given on or after the 4th birthday,
- 3 doses of Polio vaccine,
- 3 doses of pediatric Hepatitis B vaccine or 2 doses of adolescent vaccine if student is 11-15 years of age.
- 2 doses of MMR or MMRV vaccine, given on or after 12 months of age and separated by at least one month,
- 2 doses of varicella (chickenpox) or MMRV given on or after 12 months of age. Written documentation (including year) of varicella disease from parent, guardian, or health care provider will be accepted. If the child has had varicella disease, they do not need any varicella shots.
- 1 dose of Tdap (must contain Pertussis booster) – this dose can be received any time after 10 or 11 years of age depending on which brand of vaccine is received. (7th grade only)

PLEASE NOTE THAT TWO DOSES OF THE CHICKENPOX VACCINE IS A NEW IMMUNIZATION REQUIREMENT UNDER NEBRASKA STATE LAW REQUIRED FOR ALL STUDENTS IN THE STATE OF NEBRASKA. IN ADDITION, ALL 7TH GRADERS ARE REQUIRED TO HAVE AN ADDITIONAL DOSE OF Tdap

Animals at School (Policy 3046)
Animals are not allowed in school district buildings or on school district property without the written permission of the superintendent except as provided in this policy. See Board Policy 3046 regarding Service Animals and Therapy Dogs for more information.

Audio and Video Recording (Policy 5063)
Students and their parents or guardians should assume that any class in which students are enrolled may be recorded by the school district or other students for legitimate educational purposes. Recordings permitted pursuant to this policy may only be used by students for personal academic purposes and may not be republished without additional, written consent from a school administrator. For purposes of this policy "recording" includes still photographs, video, audio, and other similar data captured in any medium.

Recordings Made by The District. The district may use cameras or other devices for purposes of making security, safety, or other recordings without a specific purpose or for a specific purpose when such recordings are deemed necessary or appropriate by the administration. The district will not maintain the recordings unless the recording is purposefully copied and saved, and the recordings will only be available for review for a limited time based on the district's then-current recording capacity. The district administrators estimate that this is approximately 10 days but may change at any time.

Classroom Recordings by Staff. Staff members may make audio and video recordings of classroom instruction and school activities upon authorization of the superintendent or supervising administrator.
Prohibited Recordings by Students. Unless otherwise authorized by this policy or law, students are prohibited from making audio or video recordings
during the school day on school grounds; when being transported to and from school activities or programs in a vehicle owned, leased, or contracted by a school being used for a school purpose by a school employee or by his or her designee; or at a school-sponsored activity or athletic event, unless the recording is made in a manner permitted by the school for members of the public. In such an instance, the students remain subject to the district's appropriate use and student discipline policies. For example, this policy does not prohibit students from making recordings of an athletic event for their personal use similar to a parent or other patron, subject to other applicable board policy. However, this policy generally prohibits students from using smart-speakers or other devices which actively or passively create or transmit audio or video recordings, including Google Home, Amazon Alexa, Apple HomePod, and AngelSense devices.

Permitted Classroom Recordings by Students. Students may make audio or video recordings of classroom lectures or discussions:
(1) For their convenience after providing notice to the classroom teacher and receiving the teacher's permission;
(2) For the benefit of another student who is absent after providing notice to the classroom teacher and receiving the teacher's permission; (3) If recording is necessary to accommodate the student's disability and is required by the student's Individualized Education Plan (IEP) or Section 504 Plan.

Staff may revoke permission to record if the recording distracts from or disrupts the classroom environment, unless the recording is necessary to accommodate a student's disability.

Permitted Non-classroom Recordings. Students may make audio or video recordings otherwise prohibited by this policy outside the classroom only with the permission of a teacher or school administrator, provided that such recordings otherwise comply with any applicable state and federal laws and district policy. In no event shall photographs or video recordings be taken or made in restrooms, locker rooms, or other areas where there is a reasonable expectation of privacy.

Breakfast and Lunch (Policy 5038)
Students will have the option of paying with cash or with an account number. Each student can put any amount of money into his or her account. Payments to lunch accounts can now be made online on the district website, as well. The student will choose their breakfast and/or lunch and enter their account number. If the meal cost more than the account has in it, the student must pay the remaining amount with cash. The cost of school breakfast is $1.95 and lunch is $2.95.

General Information

- You may bring or purchase your breakfast or lunch.
- Parents may wish to assure their child of a well balanced diet. If this is the case you can have your child's card coded. This code will alert the lunch help, and only a balanced meal can be purchased.
- We have an automated system for students to use in purchasing their breakfast or lunch.
- Federal School Food Service guidelines do not permit bringing food into the building for groups of students at serving time.
- Students who received free or reduced meals last year will qualify automatically the first week. However, the parents of those students must fill out a new application form and return it to the office in order to continue receiving free or reduced meals.
- All students will be given application forms and guidelines. Students will be notified if they are eligible.

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex, religious creed, disability, age, political beliefs, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA.
Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotape, American Sign Language, etc.), should contact the Agency (State or local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, (AD-3027) found online at: How to File a Complaint, and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by:

1. mail: U.S. Department of Agriculture
   Office of the Assistant Secretary for Civil Rights
   1400 Independence Avenue, SW
   Washington, D.C. 20250-9410;
2. fax: (202) 690-7442; or
3. email: program.intake@usda.gov.

This institution is an equal opportunity provider.

Ralston Middle School Fee List (Fees page will be updated after July 5, 2018 Board of Education Meeting - Fees are subject to change.) (Policy 5045)

Fees assessed

- Participation fee for extracurricular activities: $20
- Breakfast Prices: $1.95, Reduced Breakfast: $0.30
- Lunch Prices: $2.80, Reduced Lunch: $0.40
- Milk, 8 oz.: $0.50 Orange Juice, 4 oz.: $0.50
- Lost/Damaged assignment notebook: $4.00
- Lost/Damaged library and/or classroom textbook: replacement cost
- Lost/Damaged clothing/equipment: replacement cost

Required clothing for PE and extracurricular activities

- Gym shorts and cotton t-shirts (Ralston Middle School offers RMS shorts ($10) and RMS shirts ($10) which are available in the office, but not required)
- Rubber soled athletic shoes
- Towel
- Undergarments and socks (appropriate for the activity)
- Select vocal music group attire: $185 (maximum)

Optional items available for purchase

- Ralston High School Activity Ticket: $40
- Extracurricular activities travel fee: not to exceed $500 per event
- Extracurricular activities admission: maximum $5.00 per event
- Physicals for 8th grade sports: $50

- Ralston Middle School Yearbook: $40
- Student Picture Package: $15 - $20
- Printed Clothing: varies by item
- Paperback books for personal ownership

Donations / Fundraising

- Family Consumer Science for food and take home materials used in class: $15
- Industrial Technology for take home materials used in class: $15
- Art Supplies: $15
- Others as approved by Superintendent or Building Administrator



2019-2020
Board Policy Update

Respectfully Submitted By:
Dr. Mark Adler

Ralston PUBLIC SCHOOLS

Policy Update
2019-2020
Summary of Changes

	Page 1	**KSB Policy Update**
2002	Organization of the Board Page 23	**Change is required**--Changes the Committee on Americanism to the Committee on American Civics as required by LB 399. This policy also outlines the duties of the Committee on American Civics.
2006	Complaint Procedure Page 36	**Change is required**--Language has been added that makes it clear that parents with students who have IEP's and Section 504 Plans must use the processes found in the Individuals with Disabilities Education Act to file a complaint rather than bypassing the decisions of the IEP team and appealing directly to the Board of Education.
2014	Relationship with District Legal Counsel Page 52	**Change is highly recommended but not required**--This change clarifies the relationship with District Legal Counsel and the Board of Education as well as providing the Board President and Superintendent the authority to engage legal services as needed between Board Meetings. The name of this policy will change from Relationship with School Attorney to Relationship with District Legal Counsel.
2017	Indemnification and Liability Insurance Page 55	**Change is highly recommended but not required**--This change outlines that the Board of Education may but is not required to provide legal defense to certain parties such as Board members, administrators, or other employees representing the school district and find themselves in a situation in which normal indemnification is not provided.

3003.1	Bidding for Construction, Remodeling, Repair, or Related Projects Financed with Federal Funds Page 56	**Required Change**--This change clearly outlines requirements for bidding of projects in which federal funds will be used for payment. It will be rare that schools in Nebraska will have to use these procedures but they do need to be up to date. This also outlines basic bidding procedures for Nebraska.

3004.1	Fiscal Management for Purchasing and Procurement Using Federal Funds Page 77	**Required Change**--This change fixes a typo that was discovered in a previous update.
3016	Use of Tobacco Products Page 105	**Change is highly recommended but not required**--This policy change is the result of LB 149 and LB 397 that criminalizes the use of an electronic nicotine delivery system by a minor under 18 and 19 years old.
3039	Threat Assessment and Response Page 108	**Change Not Required**--This change helps to more clearly outline the procedures used and responsibility areas while conducting a threat assessment investigation **Moved from Policy 5058**
3046	Animals at School Page 112	**Required Change**--This change deletes policy 5060 and 5061 and combines all of the policies addressing animals into one policy 3046 Animals at School. This combination and simplification will provide clarity around this topic.
3050	Technology in the Classroom Page 132	**Change Not Required**--This proposed change outlines in more detail the potential use of smart speakers and various assistive technology that teachers may want to use in their classroom.
3051	Opioid Overdose Prevention and Response Page 140	**Change Not Required**--This is a new proposed policy that should be used if the District wants to stock and administer naloxone.

Ralston PUBLIC SCHOOLS

3053	Nondiscrimination Page 142	**Moved from Policy 4001**
3054	Law Enforcement Unit Page 149	**Change Not Required--**This is a new policy that is not required but recommended if you would like to share video surveillance data with law enforcement.
3057	Compensation of Board Members	**Moved from Policy 3053**
3058	Cooperative Programs	**Moved from Policy 3054**
3059	Gate Receipts and Admissions	**Moved from Policy 3039**
4001	Nondiscrimination	**Delete this policy as it has moved to Policy 3053**
4048	Assessment Administration and Security Page 150	**Required Change--**This change updates the appropriate references to the NeSA system.
4052	Job References to Prospective Employers Page 156	**Required Change**--This change is required as outlined in ESEA Section 8546.
5002	Admission of Students Page 159	**Change is highly recommended but not required**--This change will help place students appropriately upon admission who are court involved. The change requires school personnel to review the "Education Court Report Form" prior to enrollment.
5016	Student Records Page 168	**Required Change**--This policy change allows disclosure of student information under FERPA to limited organizations to include ACT and District insurance carriers.

5017	Routine Directory Information Page 175	**Required Change**--This policy change provides equal access to military recruiters for high school students similar to the 2001 NCLB requirements. This is the result of LB 575.
5035	Student Discipline Page 180	**Required Change**--This policy updates wording prohibiting the possession, handling, or transmission of a look-a-like weapon and wording related to an electronic nicotine delivery system.
5058	Threat Assessment and Response	**Remove this Policy from 5058 as it has been moved to Policy 3039**
5063	Audio and Video Recording Page 204	**Change is highly recommended but not required**--This policy change more clearly outlines expectations for devices that actively or passively create or transmit audio or video recordings. Again, the handling of smart speakers and other devices that are brought to school by students.
	Page 210	Ralston Public Schools Facility Use Application

KAREN A. HAASE
STEVE WILLIAMS
BOBBY TRUHE

KSB SCHOOL LAW

COADY H. PRUETT
SHARI RUSSELL, Paralegal

MEMORANDUM

TO: KSB Policy Service Subscribers

FROM: KSB School Law

DATE: June 3, 2019

RE: Annual Policy Updates

Attached are the 2019 KSB School Law policy updates. We have also included changes to our standard forms and updates on some other laws which do not require changes to policies but do present new obligations or things to keep in mind as you enter the 2019-20 year. We have broken these down in 3 sections: "Policy Changes;" "Forms Changes;" and "Other Issues to Consider."

To assist subscribers in implementing these policy changes and the other considerations laid out in this Memo, **KSB will hold a webinar on Tuesday, June 4, 2019 at 9:00 a.m. Central Time**. In the webinar, we will give a brief overview of the changes and then answer questions from attendees regarding the policies and other considerations. We have included the link to the ZOOM conference in the cover e-mail that transmitted these updates. We will also record the webinar and will post it on the KSB School Law website in the Policy Updates section.

Please feel free to contact us if you have any additional questions or if you would like to have a policy customized or "tweaked" to meet your individual circumstances.

Policy Changes

REVISION OF POLICY 2002: Organization of the Board

LB 399 changes the name of the Committee on Americanism to the Committee on American Civics. You must appoint this committee at the

beginning of each calendar year. Previously, you appointed the committee at the beginning of each school year.

The duties of this committee now include the following:

- Hold no fewer than two public meetings annually, at least one when public testimony is accepted;
- Keep minutes of each meeting showing the time and place of the meeting, which members were present or absent, and the substance and details of all matters discussed;
- Examine and ensure that the social studies curriculum used in the district is aligned with the social studies standards adopted pursuant to section 79-760.01 and teaches foundational knowledge in civics, history, economics, financial literacy, and geography;
- Review and approve the social studies curriculum to ensure that it stresses the services of the men and women who played a crucial role in the achievement of national independence, establishment of our constitutional government, and preservation of the union and includes the incorporation of multicultural education as set forth in sections 79-719 to 79-723 in order to instill pride and respect for the nation's institutions and not be merely a recital of events and dates;
- Ensure that any curriculum recommended or approved by the committee on American civics is made readily accessible to the public and contains a reference to this section;
- Ensure that the district develops and utilizes formative, interim, and summative assessments to measure student mastery of the social studies standards adopted pursuant to section 79-760.01;
- Ensure that the social studies curriculum in the district incorporates one or more of the following for each student:
    - Administration of a written test that is identical to the entire civics portion of the naturalization test used by United States Citizenship and Immigration Services prior to the completion of eighth grade and again prior to the completion of twelfth grade with the individual score from each test for each student made available to a parent or guardian of such student; or
    - Attendance or participation between the commencement of eighth grade and completion of twelfth grade in a meeting of a public body as defined by section 84-1409 followed by the completion of a project or paper in which each student demonstrates or discusses the personal learning experience of such student related to such attendance or participation; or
    - Completion of a project or paper and a class presentation between the commencement of eighth grade and the completion of twelfth grade on a person or persons or an event

commemorated by a holiday listed in section 79-724(6) or on a topic related to such person or persons or event; and

- Take all such other steps as will assure the carrying out of the provisions of this section and provide a report to the school board regarding the committee's findings and recommendations.

Other requirements of LB 399 include the following:

- All social studies courses approved for grade levels as provided by this section shall include and adequately stress contributions of all ethnic groups to (a) the development and growth of America into a great nation, (b) art, music, education, medicine, literature, science, politics, and government, and (c) the military in all of this nation's wars.
- All grades of all public, private, denominational, and parochial schools, below the sixth grade, shall devote at least one hour per week to exercises or teaching periods for the following purpose:
    - The discussion of noteworthy events pertaining to American history or the exceptional acts of individuals and groups of Americans;
    - The historical background, memorization, and singing of patriotic songs such as the Star-Spangled Banner and America the Beautiful;
    - The development of respect for the American flag as a symbol of freedom and the sacrifices of those who secured that freedom; and
    - Instruction as to proper conduct in the presentation of the American flag.
- In at least two of the three grades from the fifth grade to the eighth grade in all public, private, denominational, and parochial schools, time shall be set aside for the teaching of American history from the social studies curriculum which shall be taught in such a manner that all students are given the opportunity to (a) become competent, responsible, patriotic, and civil citizens who possess a deep understanding of and respect for both the Constitution of the United States and the Constitution of Nebraska and (b) prepare to preserve, protect, and defend freedom and democracy in our nation and our world.
- In at least two courses in every high school, time shall be devoted to the teaching of civics and American history as outlined in the social studies standards adopted pursuant to section 79-760.01, during which courses specific attention shall be given to the following matters:
    - The Declaration of Independence, the United States Constitution, and the Constitution of Nebraska, and the structure and function of local government in this state;

- The benefits and advantages of representative government, the rights and responsibilities of citizenship in our government, and the dangers and fallacies of forms of government that restrict individual freedoms or possess antidemocratic ideals such as, but not limited to, Nazism and communism;
- The duties of citizenship, which include active participation in the improvement of a citizen's community, state, country, and world and the value and practice of civil discourse between opposing interests; and
- The application of knowledge in civics, history, economics, financial literacy, and geography to address societal issues.

- Appropriate patriotic exercises suitable to the occasion shall be held under the direction of the superintendent in every public, private, denominational, and parochial school on George Washington's birthday, Abraham Lincoln's birthday, Dr. Martin Luther King, Jr.'s birthday, Native American Heritage Day, Constitution Day, Memorial Day, Veterans Day, and Thanksgiving Day, or on the day or week preceding or following such holiday, if the school is in session.
- *Every school board, the State Board of Education, and the superintendent of each school district in the state shall be held directly responsible in the order named for carrying out this section. Neglect thereof by any employee may be considered a cause for dismissal.*

The State Board of Education has been directed to adopt rules and regulations to carry out these provisions and to ensure that all of these requirements are carried out by each school district.

This change is required.

REVISION OF POLICY 2006: Complaints

We have added a section to this policy that makes it clear that parents of students with IEPs and Section 504 plans cannot use the complaint process to side-step the formal administrative exhaustion requirements found in those laws and the accompanying regulations. We have had several instances over the last year in which unhappy special education parents have tried to appeal to the board to override decisions made by the student's IEP team. That is simply not allowed by the Individuals with Disabilities Education Act. We also believe this edit will make it more difficult for special education parents to sue the school district for money damages by seeking to identify a conflict over a disabled students' education as a Section 504 issue rather than an IDEA issue.

This change is required.

REVISION OF POLICY 2014: Relationship with School Attorney
NEW NAME: Relationship with District Legal Counsel

We have revised this policy to swap out the term "school's attorney" for "district legal counsel." We think this will make it clearer that the school's law firm serves at the discretion of the board of education, and the board is free to use law firms and legal services whenever it deems advisable. We have also added a provision in the policy that allows the board president or superintendent to retain an attorney if there is a pressing situation between board meetings. For example, this will allow the superintendent to retain a hearing officer before a personnel hearing if there is not a board meeting before the date of the hearing.

This change is not required but is highly recommended.

NEW POLICY 2017: Indemnification and Liability Insurance

Nebraska statute section 79-516 has long provided broad authority for a board to purchase liability insurance and to indemnify board members, employees, and agents of the school in the event they become involved in a legal proceeding. This includes lawsuits, as well as administrative hearings, investigations, and others.

Most boards have purchased broad insurance coverage for defense costs and damages, but no insurance provider covers every single circumstance in which a board might want to indemnify board members or employees. This is why many administrator contracts have provisions providing indemnification if the administrator is involved in employment-related legal proceedings.

Some circumstances are trickier than the standard employment contract covers. For example, the board might want to provide indemnification for a principal facing a PPC complaint in some but not all situations. Similarly, there are a few obscure statutes under which a school board member could face criminal charges for the execution of his/her duties. These circumstances are not covered by insurance carriers but section 79-516 will allow the school board to provide a legal defense to the employees or board members in these circumstances.

This policy is designed to make it clear that the board may, but is not required, to provide a defense at the outset of these sorts of circumstances. This policy also allows the superintendent to procure legal services for other

employees in certain circumstances under their authority to secure legal services.

This policy is not required but is highly recommended.

REVISION OF POLICY 3003.1: Bidding for Construction, Remodeling, Repair, or Related Projects Financed with Federal Funds

Very few school districts in Nebraska use federal funds for construction projects. However, those districts that do use federal dollars for construction must follow all of the special provisions required by the federal government. We included all of these special requirements in Policy 3004.1, but we have had feedback from auditors and NDE compliance reviewers that it is better to have all of these unique requirements centralized in the construction policy as well.

We have also modified this policy to make it clear that, although the federal limit for solicitation of sealed bids is $250,000, Nebraska state law requires formal bidding for all construction projects with an anticipated aggregate cost of $100,000 or more.

This change is required, even though it is likely to impact very few districts.

REVISION OF POLICY 3004.1: Fiscal Management for Purchasing and Procurement Using Federal Funds

This revision just fixes a typographical error that we discovered when we were transferring duplicate sections of Policy 3004.1 into Policy 3003.1.

This change is required.

REVISION OF POLICY 3016: Smoking

Two bills passed this year criminalizing the use of "electronic nicotine delivery systems," defined as "any product or device containing nicotine, tobacco, or tobacco derivatives that employs a heating element, power source, electronic circuit, or other electronic, chemical, or mechanical means, regardless of shape or size, to simulate smoking by delivering the nicotine, tobacco, or tobacco derivatives in vapor, fog, mist, gas, or aerosol form to a person inhaling from the product or device." LB 149 criminalizes the use of an electronic nicotine delivery system by any minor *under the age*

*of **19***. LB 397 criminalizes the use of an electronic nicotine delivery system by any minor *under the age of **18***. We have added the term "electronic nicotine delivery system" to the policy and cleaned up and added some additional terms. There are three options under this policy, and the district must choose one.

This change is not required but is highly recommended.

REVISION OF POLICY 3028: Sex Offenders

This policy has been amended to note that the second paragraph is no longer required by the Nebraska Sex Offender Registration Act. Several years ago, prior to changes to the Act, schools would get information about certain offenders not available to the general public. The Act used to require schools to disclose that information to its stakeholders. Now that nearly all offender information is publicly available, school districts may, but are not required to, notify staff members, parents, and students of any registered sex offenders residing in the school district. If you wish to continue to provide such notice, no policy change is required. If you do not wish to continue to provide such notice, you may delete this paragraph.

This change is not required.

POLICY 3039: Threat Assessment and Response

Policy 3039 was revised for clarity, but no substantive changes were made to Options 1 and 2.

These changes are required.

This policy was also updated to add a third option for school boards who decide to adopt the policy naming a "Law Enforcement Unit" under FERPA, discussed below. This option to Policy 3039 provides that the law enforcement unit will be responsible for conducting threat assessment investigations, and will share the results of that investigation with the superintendent for further action. However, please note that this is not required even if you chose to adopt the policy designating a law enforcement unit.

This change is not required.

POLICY 3046: Animals at School

We received many questions over the past year about former Policies 3046: Service Animals; 5060: Animals; and 5061: Therapy Dogs. In an attempt to better address these issues and to avoid further confusion, we have decided to combine all of the animal policies into Policy 3046: Animals at School.

The first section of this policy addresses the instructional use of animals in school. The policy requires the written permission of the superintendent or the building principal before a teacher can have an animal like a class pet in the building. We would be happy to tailor this section of the policy to address any different procedure that you might use.

The second section of this policy addresses service animals and is identical to our 2017 Policy Update, when we changed Policy 5060: Animals into Policy 3046: Service Animals. Some policy subscribers did not delete Policy 5060 at that time, which has resulted in some confusion. **If you have Policy 5060: Animals in your service, please delete it!**

The third section of this policy addresses "therapy animals" and was in former Policy 5061: Therapy Dogs. That policy was originally limited to dogs and placed in the 5000 series when it was created in 2012 at the specific request of policy subscribers that wanted to allow teachers to bring their therapy dogs to school. As you are probably aware, the news has been full of stories regarding people taking or attempting to take their therapy animals to a wide variety of public locations. Nebraska schools have not been immune to this trend. Many of our client schools have received requests from staff members, students, and members of the public to be allowed to bring their "therapy animals" to school.

The Americans with Disabilities Act (ADA) requires schools to allow students who comply with federal regulations to bring dogs and miniature horses to school. However, those regulations explicitly state that animals that provide only "emotional support, well-being, comfort, or companionship" (i.e. "therapy dogs") are not service animals. Schools are not *required* to allow therapy animals at school under the service animal regulations. Are schools required to allow therapy animals into school as an accommodation under the ADA? Unfortunately, there is no guidance in the ADA or its regulations about allowing emotional support animals or therapy animals at school as an accommodation for a staff member, student, or patron. For this reason, we have given you ***two options***. One is to allow therapy animals brought by a school employee when (1) approved by an administrator and (2) it is for the benefit of students. Otherwise, therapy animals are prohibited except as otherwise required by law. The second option bans therapy animals in school except as otherwise required by law. Obviously, there are other

options available. Please contact us if you would like to explore those other options.

This change is required. DELETE Policy 5060: Animals if you did not do so after the 2017 policy updates; DELETE Policy 5061: Therapy Dogs; and select either Option 1 or Option 2 under the third section of this policy.

REVISION OF POLICY 3050: Technology in the Classroom

Over the last year, we've received a number of calls regarding the use of smart speakers and other devices, such as AngelSense devices. In response, we updated this policy to provide additional clarity regarding the use of smart speaker devices and other forms of assistive technology that are becoming more widely used and requested. The updated language indicates that teachers may use smart speakers with the permission of building administration. Additionally, the updated language clarifies that assistive technology devices, such as AngelSense devices, that actively or passively create or transmit audio or video recordings must have that function disabled while being used in district classrooms, unless otherwise required by law.

This change is not required.

NEW POLICY 3051: Opioid Overdose Prevention and Response

In 2015 the Nebraska Unicameral authorized expanded access to naloxone, an opioid antagonist which is administered to individuals who are experiencing an opioid overdose. Naloxone, also known by its brand name Narcan, has been used by emergency responders for many years. Although the naloxone statute allows for dispensing naloxone without a prescription, the Department of Health and Human Services, Division of Public Health, has also issued a standing order to facilitate the availability of naloxone.

We have had several policy service subscribers ask us about the policy which they should have in place if they wish to stock and administer naloxone. This policy has been reviewed by both the Nebraska Department of Education and the Nebraska Department of Health and Human Services. The National Association of School Nurses has a naloxone administration protocol, which school nursing staff can review here. There are also a number of programs which will provide schools with access to naloxone at little or no cost, which you can review here.

This policy is NOT required unless your district wants to stock and administer naloxone.

NEW POLICY 3052: Leasing Personal Property

This is a new policy. It provides the authority for authorized personnel to lease personal property (e.g., equipment, goods, etc.) from vendors for school district use. Each board of education will need to select the total lease amount above which written quotes/estimates will be required to be obtained from multiple vendors.

This policy also provides the authority for the superintendent to lease out district-owned personal property that is not needed for school purposes. Boards will have to decide (1) the threshold (dollar amount) of the fair market value of the personal property under which the superintendent may lease out such property without board authorization, and (2) the maximum number of days that the superintendent can agree to lease out district-owned personal property.

This policy is not required but is highly recommended. If it does not reflect your current practice, you should speak with one of us to tailor it to meet your current practices.

MOVED POLICY 3053: Nondiscrimination

This policy has been 4001 in our series for some time. However, because it contains nondiscrimination provisions for laws that apply to students and staff, we have decided that it is more appropriate to have it in the 3000 series. Policy 4001 will now be "[Intentionally Left Blank]."

Be sure to check any internal references you may have made to this policy in other locations. Please note this is a nondiscrimination policy. You are also required to have nondiscrimination notices which you likely include in your handbooks, on your website, etc. We have updated our standard nondiscrimination notice below, as well, so now is a good time to review the policy and notices together.

This move is required.

POLICY 3054: Law Enforcement Unit

In the wake of increased threats to school districts' safety and security, we've had several subscribers interested in providing more information to law enforcement and other third parties outside the district. For example, several schools have asked whether they can provide law enforcement with live access to video surveillance cameras. Generally speaking, FERPA requires schools to obtain parental consent before disclosing education records, unless the disclosure fits within one of the narrow exceptions.

However, FERPA places no limits on the disclosure of records created and maintained by a district's designated "law enforcement unit." That means "law enforcement unit" records may be shared much more freely, because they do not constitute education records under FERPA.

Law enforcement units are defined as the school district staff or group which is charged with (1) maintaining the physical security and safety of the district to enforce any local, state, or federal law, or (2) authorized to refer criminal matters to appropriate authorities. These responsibilities mean that the school district's "law enforcement unit" may be responsible for the creation of records, such a video surveillance footage, that can be disclosed without regard to the restrictions of state and federal law.

Boards of education who want to share information like security footage with the police and others can use this policy to designate a school staff member or group as the district's "law enforcement unit." Before designating a law enforcement unit, however, boards should consider the complex legal and practical implications of designating a law enforcement unit. This includes understanding the scope and application of this "exemption" from FERPA, the use of law enforcement units and law enforcement unit records for disciplinary purposes, and the treatment of law enforcement unit records in different contexts and under different laws.

If you choose to adopt this policy, you should also update Policy 5016: Student Records, with the optional language addressing law enforcement unit records. As further discussed above, Policy 3039: Threat Assessment and Response was also updated with optional language available to schools that adopt this policy.

This policy is not required.

DELETE POLICY 4001: Nondiscrimination

This policy has been moved to the 3000 series. It will now be Policy 3053. Your index for the 4000 series should indicate that Policy 4001 will now be "[Intentionally Left Blank]."

This move is required.

REVISION OF POLICY 4048: Assessment Administration and Security

We have updated the internal references from Nebraska State Accountability (NeSA) to the Nebraska Student-Centered Assessment System (NSCAS).

This change is required.

REVISION OF POLICY 4052: Job References to Prospective Employers

Last summer the US Department of Education issued a Dear Colleague letter highlighting the requirements of Section 8546 of ESEA (20 U.S.C. § 7926). You can review the letter here. ESEA states that all schools must have a policy prohibiting school employees from providing assistance in obtaining a new job to an employee, contractor, or agent if the school knows or has probable cause to believe that he/she has engaged in sexual misconduct with a student or minor in violation of the law. The prohibition does not apply to routine procedures regarding the transmission of administrative or personnel files, but prohibits the district or its agents from doing anything more than that to help the employee obtain new employment. This policy has been updated with a general prohibition as required by law.

This change is required.

REVISION OF POLICY 5002: Admission of Students

The Nebraska Supreme Court's Commission on Children and Families in the Courts is working to improve the educational outcomes for court-involved students. One of the major impediments to these students' educational success is a lack of educational stability. The Commission's Education Sub-committee has developed a form called the "Education Court Report" which is designed to force probation officers and DHHS caseworkers to seek information about a student's educational situation before the agency changes the student's educational placement. If you have never seen the

form, here is a copy for you to review. Unfortunately, too few probation officers and caseworkers are completing this form. The new wording in Policy 5002 states that schools will ask to review the Education Court Report before enrolling a court-involved student. Note that we cannot refuse to enroll a student without the Education Court Report. We are hopeful that if schools consistently ask to review the Report, however, that this will prod the agencies to more consistently complete the form.

This change is not required but is highly recommended.

REVISIONS OF POLICY 5016: Student Records

Under the Family Educational Rights and Privacy Act (FERPA) and the Individuals with Disabilities Education Act (IDEA) there must be "data protections" set up around the personally identifiable student information in education records. The US Department of Education identifies elements which must be present in contracts between local education agencies and the testing companies. The good news is that in Nebraska the state department of education has signed a single statewide contract with ACT, Inc. The revision to Policy 5016 makes it clear that any information disclosed to ACT, Inc. by the school is pursuant to the portion of FERPA which allows schools to disclose information to their state departments of education. It also makes it clear that any redisclosure of information about student test scores by ACT, Inc. is governed by the NDE contract and not within the control of the local school district.

This change is required.

Under the section designating "school officials," we have added in the school district's insurance carriers. When schools report incidents which may trigger coverage, we often get the question of whether FERPA-protected information can be disclosed. This allows schools to disclose information and records to insurance representatives required to exercise the district's rights under the policy. It also eliminates a sentence which is more restrictive than required under federal law.

This change is required.

This policy was further updated to include optional language regarding the records of law enforcement units. This language should only be included if you also adopt the policy designating a law enforcement unit, discussed above.

This change is optional, and should only be made if you also adopt a policy designating a law enforcement unit.

REVISION OF POLICY 5017: Routine Directory Information

LB 575 adds a provision to state law to provide equal access to high schools for military recruiters that is enjoyed by all other post-secondary recruiters who visit high schools and speak with students about opportunities after graduation. This is the same concept put into law by the federal government under the 2001 No Child Left Behind Act, but the wording of the state law is slightly different than the federal law which necessitates an amendment to this policy.

This change is required.

REVISION OF POLICY 5022 OPTION A: Investigations, Arrests, and Other Student Contact by Law Enforcement and Health and Human Services

We modified the section in only this option of the policy relating to administrators being present in student interviews by law enforcement. We also deleted the requirement for administrators to intervene in the interviews with law enforcement.

This change is not required but is highly recommended.

REVISION OF POLICY 5035: Student Discipline

We revised two of the "school rules" in this policy. First, we added provisions prohibiting the possession, handling, or transmission of a look-a-like weapon and simulating the possession of a weapon. Second, we updated the wording related to vaping to include "an electronic nicotine delivery system" (discussed above in Policy 3016). We also changed a reference to "state law" to "the Nebraska Criminal Code" to track the wording found in section 79-293 regarding the requirement to report certain violations to law enforcement.

This change is required.

REVISION OF POLICY 5045: Student Fees

We revised this policy to add a section addressing fees associated with technological devices, which are becoming increasingly prevalent as more schools utilize 1:1 device programs. While such fees are lawful in limited circumstances, it is important that the policy and the district's practice make clear that fees will not be charged for the use of these devices when they are necessary to access the basic curriculum.

Additionally, we revised the formatting of the policy, because the previous tables used to list fees sometimes made it difficult to customize the policy.

This change is not required.

REVISION OF POLICY 5063: Audio and Video Recording

We've had a number of districts ask for guidance in dealing with student use of devices that actively or passively create or transmit audio or video recordings. This policy was updated to provide additional clarity with respect to this issue. As devices like Amazon Echo, Google Home, Apple HomePod, and AngelSense trackers are becoming more popular in use, more students are bringing these devices to school, sometimes unbeknownst to the district. In some situations, parents may be under the impression that their student is entitled to bring such a device to school. The updated language makes clear that students are generally prohibited from using such devices unless otherwise permitted by district policy or administration.

This change is not required.

Forms Changes

REVISION of Notice of Nondiscrimination

Regulations implementing various antidiscrimination laws require recipients of federal funds to issue notices of nondiscrimination notifying students, parents, and others that the recipients do not discriminate on the basis of race, color, national origin, sex, disability, and age, and, if applicable, that they provide equal access to the Boy Scouts of America and other designated youth groups. Over the years, the U.S. Department of Education Office of Civil Rights (OCR) has approved various versions of the Notice of

Nondiscrimination used by our school district clients. Those different versions found their way into our stand-alone notices, handbook provisions, policy provision, etc. In order to ensure uniformity, we have revised our Notice of Nondiscrimination to essentially follow the sample notice provided by OCR across our policies and handbooks.

This revision is required.

REVISION OF 3000 FORM: General Facility Use Application

The liability insurance coverage limits appearing in this form have been updated to reflect the school district requiring applicants seeking to use district facilities to furnish liability coverage with limits of $5,000,000 per occurrence. This level of coverage is consistent with the limit on the school district's tort liability under the Nebraska Political Subdivision Tort Claims Act. Applicants can meet this requirement through a combination of underlying liability policies and umbrella/excess policies. Applicants are also required to name the school district as an additional insured to such policies on a primary and non-contributory basis.

This change is required. Failure to adopt this update may leave a gap between the insurance coverage furnished by a facility user for the benefit of the district and the liability limitation under the Nebraska Political Subdivision Tort Claims Act.

Veterans Preference Not Hiring Letter
(4000 Series)

Under Nebraska's Veterans Preference laws (48-225 to 48-231), any preference-eligible applicant must be informed if they will not be hired and provided with their appeal rights. Here is the exact provision of the law:

> Within thirty days after filling a position, veterans who have applied and are not hired shall be notified by regular mail, electronic mail, telephone call, or personal service that they have not been hired. Such notice also shall advise the veteran of any administrative appeal available.

If you have a preference-eligible veteran apply and submit the required forms and documentation, this letter can be used to provide the required notices. You can also provide notice via phone call or e-mail, but we prefer using a letter to document the notice when possible.

The law does not require a school district to have an appeal procedure. Our form policy service does not include an appeal right. If you permit an appeal, you should include that process in this letter.

This form is not required but can be used to satisfy your obligations under the Veterans Preference law in Nebraska.

SPECIAL EDUCATION PROCEDURES (6000 Series Form)

KSB updated our procedures in February in response to new requirements conveyed to school districts during the special education audits conducted by NDE. The revised procedures address all of the areas required by Rule 51, IDEA, and its implementing regulations.

The adoption of these procedures is required.

Other Issues to Consider

COMMENT ON POLICY 5015: Protection of Pupil Rights and Related Handbook Requirement

Nebraska is 1 of 29 states which require administration of a college entrance exam to meet the requirement to administer an assessment in reading/language arts and mathematics at least once in grades 9-12 the Elementary and Secondary Education Act (ESEA). However, last spring, the department within the U.S. Department of Education in charge of protecting student privacy issued a document which requires schools to take certain steps related to administration of these exams. You can review a copy of that document here.

One of the issues that the US Department of Education is concerned about is the voluntary pre-test surveys that the testing companies include in their exams. These surveys ask questions about all kinds of topics: academic interests, participation in extracurricular activities and religious affiliation. That information is then sold by the testing companies to colleges, universities, scholarship services and other organizations for the purposes of college recruitment and scholarship solicitation.

The US Department of Education's new guidance emphasizes that these surveys implicate the Protection of Pupil Rights Amendment (PPRA). Under PPRA, parents have a right to be consulted regarding the development of

district policies related to surveys covering restricted topics; they must also be notified annually about the policies and "informed "whenever a survey includes questions on a restricted topic or when student information will be for the purposes of marketing or selling.

Most educators have assumed that since the survey questions at the beginning of the ACT are voluntary, a student can choose whether to complete them or not. But note that, unless the student is 18, it is not the *student* who gets to decide whether the survey will be completed, it is the parent. PPRA requires schools to notify *parents* and give *parents* the opportunity to opt their student out of participation in the pre-surveys (unless the student is emancipated or is 18 or older).

The PPRA also requires schools to make pre-test survey questions available for review by parents and students and to provide parents (and emancipated students or those 18 or older) with notice of the date the survey will be administered.

As written, Policy 5015 is general enough that it will not have to be revised. However, your student handbooks will need to be updated to address this issue. The updated KSB student handbooks will be distributed to full service subscribers soon. If you do not use KSB's form handbooks, you will need to provide this updated notice to parents.

No change to 5015 is required, but your handbooks will need to be updated.

COMMENT ON POLICY 5057: District Title I Parent and Family Engagement and School-Parent-Student Compact Example Title I

Each year, our service subscribers get visits from the ESSA Federal Programs monitoring staff from NDE. As many of you will recall, we've worked with NDE proactively on policies like Homeless Students and Title I Parent and Family Engagement to be sure the policies are in compliance long before the monitoring staff ask for them.

This year, NDE staff told some administrators who that our policy 5057 was not sufficient. After discussing the matter with NDE, and after they once again reviewed our policy in light of the compliance checklist, we have been assured that our policy is compliant. If you are going through the ESSA Federal Programs monitoring check and run into any issues, please let us know. If you're a full policy subscriber and want to be sure your policy is the

most current version, you can always get it from our website under the Complete Policy Service link.

Finally, we have provided an updated "School-Parent-Student Compact Example Title I" which removes the signature lines. If you want to use this version moving forward, you can. If you have been obtaining signatures on this document, it is no longer required to do so.

REMINDER FOR POLICY 6036:
Reading Instruction and Intervention Services

Last year, the Unicameral passed LB 1081, thereby creating the Nebraska Reading Improvement Act (sections 79-2601 through 79-2607). This Act expresses the Unicameral's intent that all students in public schools be able to read at or above grade level by third grade. In order to meet this goal, school boards are required to develop policies to facilitate reading instruction and intervention services to address student reading needs, including, but not limited to, dyslexia. Beginning with the 2019-20 school year, schools will be required to administer reading assessments approved by NDE three times per school year to all students in kindergarten through third grade. A list of reading assessments that have been reviewed and approved by the Nebraska Department of Education can be found here at NebraskaREADS. Schools will also be required to provide supplemental reading intervention programs to students identified with reading deficiencies to ensure that they are reading at or above grade level by the end of third grade. NDE's FAQ indicates that it will be providing a supplemental reading program template, but it was not yet available as of this writing. This policy, which we sent out last year, addresses all of the requirements of the new Act.

The Act also authorizes NDE to adopt rules and regulations. While the department has not yet done so, it has created a list of Frequently Asked Questions that can be viewed here.

This policy is required.

Fair Credit Reporting Act and Background Checks

Some school business officials have reached out to us regarding changing obligations under the federal Fair Credit Reporting Act when schools and ESUs use third-party background check companies, like OneSource. If you've seen "FCRA" updates in various HR emails or tweets over the last year, it's likely because the FTC put out new forms last fall, and in January

the Ninth Circuit Court of Appeals issued a FCRA decision regarding the required notices.

These items are important, because the compliance obligations under FCRA fall to the employer and not the third-party company (and FCRA generally doesn't apply if you conduct your own). However, most schools work with an entity like OneSource which provides the required notices as a service. If you have questions about your FCRA obligations, please feel free to contact us. However, at this time we are not making any changes to our standard policies or forms.

Finally, please keep in mind that FCRA is different from Nebraska's state "ban the box" statutes which prohibit conducting criminal background checks (other than for crimes of abuse) until your school or ESU has determined that the employee meets the "minimum essential qualifications" for employment. These differ from the ADA and the "essential function" analysis, as well, and we already have the "MEQ" section at the beginning of our form job application in the 4000 series forms.

LB 103: Changes in Property Tax Requests

The Unicameral passed LB 103 and the Governor signed it early in the legislative session. It requires boards of education to hold an extra public hearing and pass a resolution when the district's tax collections will increase, regardless of whether the increase resulted from higher property valuations or from a higher property tax levy. The bill specifies what information must be provided in published notices of the public hearing.

Boards of education and school administrators should be aware of these new requirements. Both the Nebraska Department of Education and the Nebraska State Auditor will be developing the forms necessary for boards of education to use in making property tax requests in compliance with LB 103. These new requirements do not require a policy change or any immediate board action, but you should prepare for them.

LB 281: Posting the Child Abuse Hotline Number

This bill requires all public schools to either:

1. Post a sign with the statewide toll-free child abuse and neglect number in English and Spanish in a "clearly visible location in a public area of the school"; OR

2. Post a link to the sign or poster on its website.

NDE has been given the authority to contract with an appropriate entity to create such a poster.

LB 675: Contracts for Certain Services

This bill changes the maximum length of contracts for utility services, refuse disposal, transportation services, maintenance services, financial services, insurance, security services, and instructional materials, supplies, and equipment from four years to seven year. The maximum contract length allowed for collective bargaining agreements remains four years.

LB 630: Sexting and Revenge Porn

LB 630 changes the criminal penalties for sexting and creates a new criminal offense for revenge porn and sexual extortion. This new law doesn't require any policy changes, but the new crimes will be included in the definitions of the crimes which principals must report to law enforcement under Policy 5035. When schools provide the annual digital citizenship training to students required by the Children's Internet Privacy Protection Act, you should be sure to include a summary of these new crimes.

Title IX Regulatory Changes

In November of 2018, the US Department of Education released new proposed Title IX regulations. We have been warning for several months that the revisions to the Title IX regulations which have been proposed by the US Department of Education will have enormous policy implications for K-12 school districts. If you would like to review our summary of the proposed regulations, we blogged about the regulations here.

News reports indicate that the proposed rule generated more than 100,000 pieces of feedback. Now that the notice-and-comment period has closed, the Department of Education is under legal obligation to consider and respond to all substantive comments. Department of Education has set an internal goal of releasing the final regulations in September, although that

target date can be extended. Once we have the final regulation, KSB will develop compliant Title IX policies for subscribers' consideration. We will also be training both administrators and board members on the new regulations. In the meantime, there is nothing to do but wait to see if the regulators take the concerns of the K-12 education community to heart and revise the proposed regulations.

CONCLUSION

It is all too easy to adopt policies that look good, but that do not actually reflect how the school operates or assist the school in accomplishing its goals. Every year we stress that it is very important to us to give you a working, useful set of policies and a continuing ***policy service***. There is no additional charge for revisions to these policies or consultation about them. Please don't hesitate to contact any one of us with questions. Our group e-mail address is ksb@ksbschoollaw.com.

2002
Organization of the Board

1. Membership, Term and Election

    a. The Board of Education shall be comprised of six members who will be elected at large.

    b. Those who wish to serve on the board shall file, be elected, and serve terms of office on the board according to law.

2. Internal Organization and Officers

    a. President

        i. At the regular January meeting, the board shall elect from among its members a president who shall serve in that capacity for one year.

        ii. The president shall preside at all board meetings, and shall perform such other duties as may be prescribed by law or by action of the board.

    b. Vice President

        i. At the regular January meeting, the board shall elect from among its members a vice president who shall serve in that capacity for one year.

        ii. The vice president shall preside in the absence of the president, and shall perform such other duties as are assigned by the board.

    c. Secretary

        i. At the regular January meeting, the board shall elect a secretary who need not be a member of the board. The secretary shall serve in that capacity for one year. If the secretary is a member of the board, an assistant secretary may be named and his or her duties and compensation set by the board.

        ii. The secretary shall see that an accurate record of the proceedings of the board is kept, that a copy of the

proceedings is provided to each board member and to the superintendent, and that a concise summary of each month's meeting is published along with a list of all approved claims. The secretary shall perform such other duties as are prescribed by law and assigned by the board.

d. Treasurer

i. A treasurer from the board will be designated on a year-to-year basis.

ii. The treasurer will sign checks and certain other documents. The treasurer is the custodian of the monies of the district.

iii. The treasurer shall give bond or equivalent insurance coverage payable to the district as prescribed by law with the cost of the bond being paid by the district.

iv. The treasurer shall issue no warrant of payment of claim against the district until such claim has been duly authorized by the board and has been duly countersigned by the president.

v. The vice president or secretary may sign any warrant in the absence of either the president or the treasurer.

3. Board Officer Voting and Tie Breakers

a. The vote to elect board officers may be taken by secret ballot, but the total number of votes for each candidate shall be recorded in the minutes.

b. In the event any officer cannot be elected by a majority after 10 votes; no votes occur after ten motions fail for lack of a "second,"; or no member volunteers to serve as an officer for a particular position, the tie will be broken by the applicable method:

i. If the board is split between two members, the officer will be determined by coin flip. The winning member will be the officer for the upcoming year unless the position changes by action of the board.

ii. If the board is split between more than two members who wish to serve as the officer, any member wanting to serve as the officer will put his or her name into a drawing. The name drawn out will be the officer for the upcoming year unless the position changes by action of the board.

iii. If no member is willing to serve as an officer for a position which is required to be a member of the board, all non-officers' names will be put into a drawing. The name drawn out will be the officer for the upcoming year unless the position changes by action of the board.

4. Committees

a. The board shall authorize such special committees as it deems necessary. The board president shall appoint members to the committee, and designate its function, tasks it is to perform, and a completion date for its work.

b. On or before the beginning of each calendar year, the board shall appoint three members to form a Committee on American Civics. The committee's duties shall be those prescribed by Nebraska statutes, which include:
   i. Hold no fewer than two public meetings annually, at least one when public testimony is accepted;
   ii. Keep minutes of each meeting showing the time and place of the meeting, which members were present or absent, and the substance and details of all matters discussed;
   iii. Examine and ensure that the social studies curriculum used in the district is aligned with the social studies standards adopted pursuant to section 79-760.01 and teaches foundational knowledge in civics, history, economics, financial literacy, and geography;
   iv. Review and approve the social studies curriculum to ensure that it stresses the services of the men and women who played a crucial role in the achievement of national independence, establishment of our constitutional government, and preservation of the union and includes the incorporation of multicultural education as set forth in sections 79-719 to 79-723 in order to instill a pride and respect for the nation's institutions and not be merely a recital of events and dates;
   v. Ensure that any curriculum recommended or approved by the committee on American civics is made readily

accessible to the public and contains a reference to this section;

vi. Ensure that the district develops and utilizes formative, interim, and summative assessments to measure student mastery of the social studies standards adopted pursuant to section 79-760.01;

vii. Ensure that the social studies curriculum in the district incorporates one or more of the following for each student:

1. Administration of a written test that is identical to the entire civics portion of the naturalization test used by United States Citizenship and Immigration Services prior to the completion of eighth grade and again prior to the completion of twelfth grade with the individual score from each test for each student made available to a parent or guardian of such student; or
2. Attendance or participation between the commencement of eighth grade and completion of twelfth grade in a meeting of a public body as defined by section 84-1409 followed by the completion of a project or paper in which each student demonstrates or discusses the personal learning experience of such student related to such attendance or participation; or
3. Completion of a project or paper and a class presentation between the commencement of eighth grade and the completion of twelfth grade on a person or persons or an event commemorated by a holiday listed in section 79-724(6) or on a topic related to such person or persons or event; and

viii. Take all such other steps as will assure the carrying out of the provisions of this section and provide a report to the school board regarding the committee's findings and recommendations.

5. Vacancies

a. A vacancy on the board of education shall exist when any one of the following occurs:

i. A member submits his or her formal resignation from the board.

ii. A member removes himself or herself from the district or is absent from the district for a continuous period of sixty days.

iii. A member misses more than two consecutive regular board meetings unless excused by a majority of the remaining members.

iv. Such other reasons as are set forth in Nebraska statutes.

b. The board shall make note the vacancy in its minutes and shall give notice of the date the vacancy occurred, the office vacated, and the length of the unexpired term to (1) the election commissioner or county clerk, and (2) the public by published notice in a newspaper of general circulation in the district.

c. Vacancies shall be filled in the manner set forth in Nebraska statutes.

Adopted on: _____
Revised on: _____
Reviewed on: _____

Redline

2002
Organization of the Board

1. Membership, Term and Election

   a. The Board of Education shall be comprised of six members who will be elected at large.

   b. Those who wish to serve on the board shall file, be elected, and serve terms of office on the board according to law.

2. Internal Organization and Officers

   a. President

      i. At the regular January meeting, the board shall elect from among its members a president who shall serve in that capacity for one year.

      ii. The president shall preside at all board meetings, and shall perform such other duties as may be prescribed by law or by action of the board.

   b. Vice President

      i. At the regular January meeting, the board shall elect from among its members a vice president who shall serve in that capacity for one year.

      ii. The vice president shall preside in the absence of the president, and shall perform such other duties as are assigned by the board.

   c. Secretary

      i. At the regular January meeting, the board shall elect a secretary who need not be a member of the board. The secretary shall serve in that capacity for one year. If the secretary is a member of the board, an assistant secretary may be named and his or her duties and compensation set by the board.

      ii. The secretary shall see that an accurate record of the proceedings of the board is kept, that a copy of the

proceedings is provided to each board member and to the superintendent, and that a concise summary of each month's meeting is published along with a list of all approved claims. The secretary shall perform such other duties as are prescribed by law and assigned by the board.

d. Treasurer

i. A treasurer from the board will be designated on a year-to-year basis.

ii. The treasurer will sign checks and certain other documents. The treasurer is the custodian of the monies of the district.

iii. The treasurer shall give bond or equivalent insurance coverage payable to the district as prescribed by law with the cost of the bond being paid by the district.

iv. The treasurer shall issue no warrant of payment of claim against the district until such claim has been duly authorized by the board and has been duly countersigned by the president.

v. The vice president or secretary may sign any warrant in the absence of either the president or the treasurer.

3. Board Officer Voting and Tie Breakers

a. The vote to elect board officers may be taken by secret ballot, but the total number of votes for each candidate shall be recorded in the minutes.

b. In the event any officer cannot be elected by a majority after 10 votes; no votes occur after ten motions fail for lack of a "second,"; or no member volunteers to serve as an officer for a particular position, the tie will be broken by the applicable method:

i. [Option 1]: If the board is split between two members, they will each serve as the officer for six months of the year. The initial six-month term will be determined by coin flip.

[Option 2]: If the board is split between two members, the officer will be determined by coin flip. The winning member

will be the officer for the upcoming year unless the position changes by action of the board.

ii. If the board is split between more than two members who wish to serve as the officer, any member wanting to serve as the officer will put his or her name into a drawing. The name drawn out will be the officer for the upcoming year unless the position changes by action of the board.

iii. If no member is willing to serve as an officer for a position which is required to be a member of the board, all non-officers' names will be put into a drawing. The name drawn out will be the officer for the upcoming year unless the position changes by action of the board.

4. Committees

a. The board shall authorize such special committees as it deems necessary. The board president shall appoint members to the committee, and designate its function, tasks it is to perform, and a completion date for its work.

b. On or before the beginning of each ~~school~~ calendar year, the board shall appoint three members to form a Committee on ~~Americanism~~American Civics. The committee's duties shall be those prescribed by Nebraska statutes, which include:

Formatted: Font:

i. Hold no fewer than two public meetings annually, at least one when public testimony is accepted;

ii. Keep minutes of each meeting showing the time and place of the meeting, which members were present or absent, and the substance and details of all matters discussed;

iii. Examine and ensure that the social studies curriculum used in the district is aligned with the social studies standards adopted pursuant to section 79-760.01 and teaches foundational knowledge in civics, history, economics, financial literacy, and geography;

iv. Review and approve the social studies curriculum to ensure that it stresses the services of the men and women who played a crucial role in the achievement of national independence, establishment of our constitutional government, and preservation of the union and includes the incorporation of multicultural education as set forth in sections 79-719 to 79-723 in order to instill a pride and

respect for the nation's institutions and not be merely a recital of events and dates;

v. Ensure that any curriculum recommended or approved by the committee on American civics is made readily accessible to the public and contains a reference to this section;

vi. Ensure that the district develops and utilizes formative, interim, and summative assessments to measure student mastery of the social studies standards adopted pursuant to section 79-760.01;

vii. Ensure that the social studies curriculum in the district incorporates one or more of the following for each student:

1. Administration of a written test that is identical to the entire civics portion of the naturalization test used by United States Citizenship and Immigration Services prior to the completion of eighth grade and again prior to the completion of twelfth grade with the individual score from each test for each student made available to a parent or guardian of such student; or
2. Attendance or participation between the commencement of eighth grade and completion of twelfth grade in a meeting of a public body as defined by section 84-1409 followed by the completion of a project or paper in which each student demonstrates or discusses the personal learning experience of such student related to such attendance or participation; or
3. Completion of a project or paper and a class presentation between the commencement of eighth grade and the completion of twelfth grade on a person or persons or an event commemorated by a holiday listed in section 79-724(6) or on a topic related to such person or persons or event; and

~~b.~~viii. Take all such other steps as will assure the carrying out of the provisions of this section and provide a report to the school board regarding the committee's findings and recommendations.

Formatted

5. Vacancies

a. A vacancy on the board of education shall exist when any one of the following occurs:

i. A member submits his or her formal resignation from the board.

ii. A member removes himself or herself from the district or is absent from the district for a continuous period of sixty days.

iii. A member misses more than two consecutive regular board meetings unless excused by a majority of the remaining members.

iv. Such other reasons as are set forth in Nebraska statutes.

b. The board shall make note the vacancy in its minutes and shall give notice of the date the vacancy occurred, the office vacated, and the length of the unexpired term to (1) the election commissioner or county clerk, and (2) the public by published notice in a newspaper of general circulation in the district.

c. Vacancies shall be filled in the manner set forth in Nebraska statutes.

Adopted on: _____
Revised on: _____
Reviewed on: _____

Current

2002
Organization of the Board

1. Membership, Term and Election

   a. The Board of Education shall be comprised of six members who will be elected at large.

   b. Those who wish to serve on the board shall file, be elected, and serve terms of office on the board according to law.

2. Internal Organization and Officers

   a. President

      i. At the regular January meeting, the board shall elect from among its members a president who shall serve in that capacity for one year.

      ii. The president shall preside at all board meetings, and shall perform such other duties as may be prescribed by law or by action of the board.

   b. Vice President

      i. At the regular January meeting, the board shall elect from among its members a vice president who shall serve in that capacity for one year.

      ii. The vice president shall preside in the absence of the president, and shall perform such other duties as are assigned by the board.

   c. Secretary

      i. At the regular January meeting, the board shall elect a secretary who need not be a member of the board. The secretary shall serve in that capacity for one year. If the secretary is a member of the board, an assistant secretary may be named and his or her duties and compensation set by the board.

      ii. The secretary shall see that an accurate record of the proceedings of the board is kept, that a copy of the proceedings is provided to each board member and to the superintendent, and that a concise summary of each month's meeting is published along with a list of all approved claims. The secretary shall perform such other duties as are prescribed by law and assigned by the board.

   d. Treasurer

      i. A treasurer from the board will be designated on a year-to-year basis.

      ii. The treasurer will sign checks and certain other documents. The treasurer is the custodian of the monies of the district.

iii. The treasurer shall give bond or equivalent insurance coverage payable to the district as prescribed by law with the cost of the bond being paid by the district.

iv. The treasurer shall issue no warrant of payment of claim against the district until such claim has been duly authorized by the board and has been duly countersigned by the president.

v. The vice president or secretary may sign any warrant in the absence of either the president or the treasurer.

3. Board Officer Voting and Tie Breakers

a. The vote to elect board officers may be taken by secret ballot, but the total number of votes for each candidate shall be recorded in the minutes.

b. In the event any officer cannot be elected by a majority after 10 votes; no votes occur after ten motions fail for lack of a "second,"; or no member volunteers to serve as an officer for a particular position, the tie will be broken by the applicable method:

If the board is split between two members, the officer will be determined by coin flip. The winning member will be the officer for the upcoming year unless the position changes by action of the board.

i. If the board is split between more than two members who wish to serve as the officer, any member wanting to serve as the officer will put his or her name into a drawing. The name drawn out will be the officer for the upcoming year unless the position changes by action of the board.

ii. If no member is willing to serve as an officer for a position which is required to be a member of the board, all non-officers' names will be put into a drawing. The name drawn out will be the officer for the upcoming year unless the position changes by action of the board.

4. Committees

a. The board shall authorize such special committees as it deems necessary. The board president shall appoint members to the committee, and designate its function, tasks it is to perform, and a completion date for its work.

b. On or before the beginning of each school year, the board shall appoint three members to form a Committee on Americanism. The committee's duties shall be those prescribed by Nebraska statutes.

5. Vacancies

a. A vacancy on the board of education shall exist when any one of the following occurs:

i. A member submits his or her formal resignation from the board.

ii. A member removes himself or herself from the district or is absent from the district for a continuous period of sixty days.

iii. A member misses more than two consecutive regular board meetings unless excused by a majority of the remaining members.

iv. Such other reasons as are set forth in Nebraska statutes.

b. The board shall make note the vacancy in its minutes and shall give notice of the date the vacancy occurred, the office vacated, and the length of the unexpired term to (1) the election commissioner or county clerk, and (2) the public by published notice in a newspaper of general circulation in the district.

c. Vacancies shall be filled in the manner set forth in Nebraska statutes.

Adopted on: July 9, 2018
Revised on:
Reviewed on: February 25, 2019

2006
Complaint Procedure

Good communication helps to resolve many misunderstandings and disagreements. This complaint procedure applies to board members, patrons, students and school staff, unless the staff member is subject to a different grievance procedure pursuant to policy or contract. Individuals who have a complaint should discuss their concerns with appropriate school personnel in an effort to resolve problems. When such efforts do not resolve matters satisfactorily, including matters involving discrimination or harassment on the basis of race, color, national origin, sex, marital status, disability, or age, a complainant should follow the procedures set forth below.

A preponderance of the evidence will be required to discipline a party accused of misconduct. This means that the investigator must conclude that it is more likely than not that misconduct occurred.

Complaint and Appeal Process.

1. The first step is for the complainant to speak directly to the person(s) with whom the complainant has a concern. For example, a parent who is unhappy with a classroom teacher should initially discuss the matter with the teacher. However, the complainant should skip the first step if complainant believes speaking directly to the person would subject complainant to discrimination or harassment.

2. The second step is for the complainant to speak to the building principal, Title IX/504 coordinator, superintendent of schools, or president of the board of education, as set forth below.

    a) Complaints about the operation, decisions, or personnel within a building should be submitted to the principal of the building.

    b) Complaints about the operations of the school district or a building principal should be submitted in writing to the superintendent of schools.

    c) Complaints about the superintendent of schools should be submitted in writing to the president of the board of education.

d) Complaints involving discrimination or harassment on the basis of race, color, national origin, gender, marital status, disability, or age may also be submitted, at any time during the complaint procedure to the School District's Title IX/504 coordinator. Complaints involving discrimination or harassment may also be submitted at any time to the Office for Civil Rights, U.S. Department of Education: by email at OCR.KansasCity@ed.gov; by telephone at (816) 268-0550; or by fax at (816) 268-0599.

3. When a complainant submits a complaint to an administrator or to the Title IX/504 coordinator, the administrator or Title IX/504 coordinator shall promptly and thoroughly investigate the complaint, and shall:

a) Determine whether the complainant has discussed the matter with the staff member involved.

1) If the complainant has not, the administrator or Title IX/504 coordinator will urge the complainant to discuss the matter directly with that staff member, if appropriate.

2) If the complainant refuses to discuss the matter with the staff member, the administrator or Title IX/504 coordinator shall, in his or her sole discretion, determine whether the complaint should be pursued further.

b) Strongly encourage the complainant to reduce his or her concerns to writing.

c) Interview the complainant to determine:

1) All relevant details of the complaint;

2) All witnesses and documents which the complainant believes support the complaint;

3) The action or solution which the complainant seeks.

d) Respond to the complainant. If the complaint involved discrimination or harassment, the response shall be in writing and shall be submitted within 180 days after the administrator or Title IX/504 coordinator received the complaint.

4. If either the complainant or the accused party is not satisfied with the administrator's or the Title IX/504 coordinator's decision regarding a complaint her or she may appeal the decision to the superintendent.

a) This appeal must be in writing.

b) This appeal must be received by the superintendent no later than ten (10) business days from the date the administrator or Title IX/504 coordinator communicated his/her decision to the complainant.

c) The superintendent will investigate as he or she deems appropriate. However, all matters involving discrimination or harassment shall be promptly and thoroughly investigated.

d) Upon completion of this investigation, the superintendent will inform the complainant in writing of his or her decision. If the complaint involved discrimination or harassment, the superintendent shall submit the decision within 180 days after the superintendent received complainant's written appeal.

5. If either the complainant or the accused party is not satisfied with the superintendent's decision regarding a complaint he or she may appeal the decision to the board.

a) This appeal must be in writing.

b) This appeal must be received by the board president no later than ten (10) business days from the date the superintendent communicated his/her decision to the complainant.

c) This policy allows, but does not require the board to receive statements from interested parties and witnesses relevant to the complaint appeal. However, all matters

involving discrimination or harassment shall be promptly and thoroughly investigated.

d) The board will notify the complainant in writing of its decision. If the complaint involved discrimination or harassment, the board shall submit its decision within 180 days after it received complainant's written appeal.

e) There is no appeal from a decision of the board.

6. When a formal complaint about the superintendent of schools has been filed with the president of the board, the president shall promptly and thoroughly investigate the complaint, and shall:

a) Determine whether the complainant has discussed the matter with the superintendent.

1) If the complainant has not, the board president will urge the complainant to discuss the matter directly with the superintendent, if appropriate.

2) If the complainant refuses to discuss the matter with the superintendent, the board president shall, in his or her sole discretion, determine whether the complaint should be pursued further.

b) Strongly encourage the complainant to reduce his or her concerns to writing.

c) Determine, in his or her sole discretion, whether to place the matter on the board agenda for consideration at a regular or special meeting.

d) Respond to the complainant. If the complaint involved discrimination or harassment, the response shall be in writing and shall be submitted within 180 days after the president received the complaint.

No Retaliation. The school district prohibits retaliation against any person for filing a complaint or for participating in the complaint procedure in good faith.

Special Rules Regarding Educational Services and Related Services to Students with Disabilities. Students with disabilities and their families have specific rights outlined in state and federal law, including administrative processes by which they may challenge the educational services being provided by the school district. Therefore, the appeal process contained in this policy may not be used to challenge decisions made by a student's individualized education plan (IEP) team or 504 team.

Complaints about the educational services provided a student with a disability, including but not limited to services provided to a student with an IEP, access to curricular and extracurricular activities, and educational placement must be submitted to the school district's Director of Special Education. The Director of Special Education will address the complaint in a manner that he/she deems appropriate and will provide the complainant with a copy of the Notice of IDEA Parental Rights promulgated by the Nebraska Department of Education.

Complaints about the educational services provided a student with a disability pursuant to a Section 504 plan must be submitted to the school district's 504 Coordinator. The 504 Coordinator will address the complaint in a manner that he/she deems appropriate and will provide the complainant with a copy of the Notice of Section 504 Parental Rights adopted by the board of education.

Complaints about the educational services provided to a student who is suspected of having a disability must be submitted in writing to the school district's Director of Special Education or to the district's 504 Coordinator. The Director of Special Education or 504 Coordinator will either refer the student for possible verification as a student with a disability or will provide prior written notice of the district's refusal to do so.

Bad Faith or Serial Filings. The purpose of the complaint procedure is to resolve complaints at the lowest level possible within the chain of command. Individuals who file complaints (a) without a good faith intention to attempt to resolve the issues raised; (b) for the purpose of adding administrative burden; (c) at a volume unreasonable to expect satisfactory resolution; or (c) for purposes inconsistent with the efficient operations of the district may be dismissed by the superintendent without providing final resolution other than noting the dismissal. There is no appeal from dismissals made pursuant to this section.

Adopted on: _____
Revised on: _____
Reviewed on: _____

Redline

2006
Complaint Procedure

Good communication helps to resolve many misunderstandings and disagreements. This complaint procedure applies to board members, patrons, students and school staff, unless the staff member is subject to a different grievance procedure pursuant to policy or contract. Individuals who have a complaint should discuss their concerns with appropriate school personnel in an effort to resolve problems. When such efforts do not resolve matters satisfactorily, including matters involving discrimination or harassment on the basis of race, color, national origin, sex, marital status, disability, or age, a complainant should follow the procedures set forth below.

A preponderance of the evidence will be required to discipline a party accused of misconduct. This means that the investigator must conclude that it is more likely than not that misconduct occurred.

Complaint and Appeal Process.

1. The first step is for the complainant to speak directly to the person(s) with whom the complainant has a concern. For example, a parent who is unhappy with a classroom teacher should initially discuss the matter with the teacher. However, the complainant should skip the first step if complainant believes speaking directly to the person would subject complainant to discrimination or harassment.

2. The second step is for the complainant to speak to the building principal, Title IX/504 coordinator, superintendent of schools, or president of the board of education, as set forth below.

   a) Complaints about the operation, decisions, or personnel within a building should be submitted to the principal of the building.

   b) Complaints about the operations of the school district or a building principal should be submitted in writing to the superintendent of schools.

   c) Complaints about the superintendent of schools should be submitted in writing to the president of the board of education.

Formatted: No bullets or numbering

~~c~~)d) Complaints involving discrimination or harassment on the basis of race, color, national origin, gender, marital status, disability, or age may also be submitted, at any time during the complaint procedure to the School District's Title IX/504 coordinator. Complaints involving discrimination or harassment may also be submitted at any time to the Office for Civil Rights, U.S. Department of Education: by email at OCR.KansasCity@ed.gov; by telephone at (816) 268-0550; or by fax at (816) 268-0599.

3. When a complainant submits a complaint to an administrator or to the Title IX/504 coordinator, the administrator or Title IX/504 coordinator shall promptly and thoroughly investigate the complaint, and shall:

   a) Determine whether the complainant has discussed the matter with the staff member involved.

      1) If the complainant has not, the administrator or Title IX/504 coordinator will urge the complainant to discuss the matter directly with that staff member, if appropriate.

      2) If the complainant refuses to discuss the matter with the staff member, the administrator or Title IX/504 coordinator shall, in his or her sole discretion, determine whether the complaint should be pursued further.

   b) Strongly encourage the complainant to reduce his or her concerns to writing.

   c) Interview the complainant to determine:

      1) All relevant details of the complaint;

      2) All witnesses and documents which the complainant believes support the complaint;

      3) The action or solution which the complainant seeks.

d) Respond to the complainant. If the complaint involved discrimination or harassment, the response shall be in writing and shall be submitted within 180 days after the administrator or Title IX/504 coordinator received the complaint.

4. If either the complainant or the accused party is not satisfied with the administrator's or the Title IX/504 coordinator's decision regarding a complaint her or she may appeal the decision to the superintendent.

   a) This appeal must be in writing.

   b) This appeal must be received by the superintendent no later than ten (10) business days from the date the administrator or Title IX/504 coordinator communicated his/her decision to the complainant.

   c) The superintendent will investigate as he or she deems appropriate. However, all matters involving discrimination or harassment shall be promptly and thoroughly investigated.

   d) Upon completion of this investigation, the superintendent will inform the complainant in writing of his or her decision. If the complaint involved discrimination or harassment, the superintendent shall submit the decision within 180 days after the superintendent received complainant's written appeal.

5. If either the complainant or the accused party is not satisfied with the superintendent's decision regarding a complaint he or she may appeal the decision to the board.

   a) This appeal must be in writing.

   b) This appeal must be received by the board president no later than ten (10) business days from the date the superintendent communicated his/her decision to the complainant.

   c) This policy allows, but does not require the board to receive statements from interested parties and witnesses relevant to the complaint appeal. However, all matters

involving discrimination or harassment shall be promptly and thoroughly investigated.

d) The board will notify the complainant in writing of its decision. If the complaint involved discrimination or harassment, the board shall submit its decision within 180 days after it received complainant's written appeal.

e) There is no appeal from a decision of the board.

6. When a formal complaint about the superintendent of schools has been filed with the president of the board, the president shall promptly and thoroughly investigate the complaint, and shall:

a) Determine whether the complainant has discussed the matter with the superintendent.

1) If the complainant has not, the board president will urge the complainant to discuss the matter directly with the superintendent, if appropriate.

2) If the complainant refuses to discuss the matter with the superintendent, the board president shall, in his or her sole discretion, determine whether the complaint should be pursued further.

b) Strongly encourage the complainant to reduce his or her concerns to writing.

c) Determine, in his or her sole discretion, whether to place the matter on the board agenda for consideration at a regular or special meeting.

d) Respond to the complainant. If the complaint involved discrimination or harassment, the response shall be in writing and shall be submitted within 180 days after the president received the complaint.

No Retaliation. The school district prohibits retaliation against any person for filing a complaint or for participating in the complaint procedure in good faith.

Special Rules Regarding Educational Services and Related Services to Students with Disabilities.

Formatted: No bullets or numbering, Keep with next

Students with disabilities and their families have specific rights outlined in state and federal law, including administrative processes by which they may challenge the educational services being provided by the school district. Therefore, the appeal process contained in this policy may not be used to challenge decisions made by a student's individualized education plan (IEP) team or 504 team.

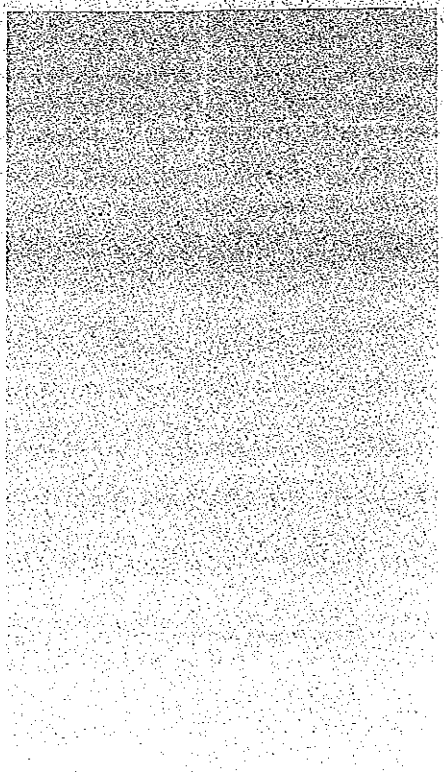
Complaints about the educational services provided a student with a disability, including but not limited to services provided to a student with an IEP, access to curricular and extracurricular activities, and educational placement must be submitted to the school district's Director of Special Education. The Director of Special Education will address the complaint in a manner that he/she deems appropriate and will provide the complainant with a copy of the Notice of IDEA Parental Rights promulgated by the Nebraska Department of Education.

Complaints about the educational services provided a student with a disability pursuant to a Section 504 plan must be submitted to the school district's 504 Coordinator. The 504 Coordinator will address the complaint in a manner that he/she deems appropriate and will provide the complainant with a copy of the Notice of Section 504 Parental Rights adopted by the board of education.

Complaints about the educational services provided to a student who is suspected of having a disability must be submitted in writing to the school district's Director of Special Education or to the district's 504 Coordinator. The Director of Special Education or 504 Coordinator will either refer the student for possible verification as a student with a disability or will provide prior written notice of the district's refusal to do so.

Formatted: Keep with next

Bad Faith or Serial Filings. The purpose of the complaint procedure is to resolve complaints at the lowest level possible within the chain of command. Individuals who file complaints (a) without a good faith intention to attempt to resolve the issues raised; (b) for the purpose of adding administrative burden; (c) at a volume unreasonable to expect satisfactory resolution; or (c) for purposes inconsistent with the efficient operations of the district may be dismissed by the superintendent without providing final resolution other than noting the dismissal. There is no appeal from dismissals made pursuant to this section.



Adopted on: _____
Revised on: _____
Reviewed on: _____

Current

2006
Complaint Procedure

Good communication helps to resolve many misunderstandings and disagreements. This complaint procedure applies to board members, patrons, students and school staff, unless the staff member is subject to a different grievance procedure pursuant to policy or contract. Individuals who have a complaint should discuss their concerns with appropriate school personnel in an effort to resolve problems. When such efforts do not resolve matters satisfactorily, including matters involving discrimination or harassment on the basis of race, color, national origin, sex (including pregnancy), gender identity, gender expression, sexual orientation, religion, marital status, disability, age or any other classification protected by applicable local, state, or federal laws, a complainant should follow the procedures set forth below:

A preponderance of the evidence will be required to discipline a party accused of misconduct. This means that the investigator must conclude that it is more likely than not that misconduct occurred.

Complaint and Appeal Process.

1. The first step is for the complainant to speak directly to the person(s) with whom the complainant has a concern. For example, a parent who is unhappy with a classroom teacher should initially discuss the matter with the teacher. However, the complainant should skip the first step if complainant believes speaking directly to the person would subject complainant to discrimination or harassment.

2. The second step is for the complainant to speak to the building principal, Title IX/504 coordinator, superintendent of schools, or president of the board of education, as set forth below.

    a) Complaints about the operation, decisions, or personnel within a building should be submitted to the principal of the building.

    b) Complaints about the operations of the school district or a building principal should be submitted in writing to the superintendent of schools.

    c) Complaints about the superintendent of schools should be submitted in writing to the president of the board of education.

    d) Complaints involving discrimination or harassment on the basis of race, color, national origin, gender, marital status, disability, or age may also be submitted, at any time during the complaint procedure to the School District's Title IX/504 coordinator. Complaints involving discrimination or harassment may also be submitted at any time to the Office for Civil Rights, U.S. Department of Education: by email at OCR.KansasCity@ed.gov; by telephone at (816) 268-0550; or by fax at (816) 268-0599.

3. When a complainant submits a complaint to an administrator or to the Title IX/504 coordinator, the administrator or Title IX/504 coordinator shall promptly and thoroughly investigate the complaint, and shall:

   a) Determine whether the complainant has discussed the matter with the staff member involved.

      1) If the complainant has not, the administrator or Title IX/504 coordinator will urge the complainant to discuss the matter directly with that staff member, if appropriate.

      2) If the complainant refuses to discuss the matter with the staff member, the administrator or Title IX/504 coordinator shall, in their sole discretion, determine whether the complaint should be pursued further.

   b) Strongly encourage the complainant to reduce their concerns to writing.

   c) Interview the complainant to determine:

      1) All relevant details of the complaint;

      2) All witnesses and documents which the complainant believes support the complaint;

      3) The action or solution which the complainant seeks.

   d) Respond to the complainant. If the complaint involved discrimination or harassment, the response shall be in writing and shall be submitted within 180 days after the administrator or Title IX/504 coordinator received the complaint.

4. If either the complainant or the accused party is not satisfied with the administrator's or the Title IX/504 coordinator's decision regarding a complaint they may appeal the decision to the superintendent.

   a) This appeal must be in writing.

   b) This appeal must be received by the superintendent no later than ten (10) business days from the date the administrator or Title IX/504 coordinator communicated their decision to the complainant.

   c) The superintendent will investigate as they deem appropriate. However, all matters involving discrimination or harassment shall be promptly and thoroughly investigated.

   d) Upon completion of this investigation, the superintendent will inform the complainant in writing of their decision. If the complaint involved discrimination or harassment, the superintendent shall submit the decision within 180 days after the superintendent received complainant's written appeal.

5. If either the complainant or the accused party is not satisfied with the superintendent's decision regarding a complaint they may appeal the decision to the board.

   a) This appeal must be in writing.

   b) This appeal must be received by the board president no later than ten (10) business days from the date the superintendent communicated their decision to the complainant.

   c) This policy allows, but does not require the board to receive statements from interested parties and witnesses relevant to the complaint appeal. However, all matters involving discrimination or harassment shall be promptly and thoroughly investigated.

   d) The board will notify the complainant in writing of its decision. If the complaint involved discrimination or harassment, the board shall submit its decision within 180 days after it received complainant's written appeal.

   e) There is no appeal from a decision of the board.

6. When a formal complaint about the superintendent of schools has been filed with the president of the board, the president shall promptly and thoroughly investigate the complaint, and shall:

   a) Determine whether the complainant has discussed the matter with the superintendent.

      1) If the complainant has not, the board president will urge the complainant to discuss the matter directly with the superintendent, if appropriate.

      2) If the complainant refuses to discuss the matter with the superintendent, the board president shall, in their sole discretion, determine whether the complaint should be pursued further.

   b) Strongly encourage the complainant to reduce their concerns to writing.

   c) Determine, in their sole discretion, whether to place the matter on the board agenda for consideration at a regular or special meeting.

   d) Respond to the complainant. If the complaint involved discrimination or harassment, the response shall be in writing and shall be submitted within 180 days after the president received the complaint.

No Retaliation. The school district prohibits retaliation against any person for filing a complaint or for participating in the complaint procedure in good faith.

Bad Faith or Serial Filings. The purpose of the complaint procedure is to resolve complaints at the lowest level possible within the chain of command. Individuals who file complaints (a) without a good faith intention to attempt to resolve the issues raised; (b) for the purpose of adding administrative burden; (c) at a volume unreasonable to expect satisfactory resolution; or (d) for purposes inconsistent with the efficient operations of the district may be dismissed by the superintendent without providing final resolution other than noting the dismissal. There is no appeal from dismissals made pursuant to this section.

Adopted on: July 9, 2018
Revised on:
Reviewed on: June 25, 2018

2014
Relationship with District Legal Counsel

The board will engage legal counsel to assist it and the administration in dealing with legal issues. When the district faces circumstances in which legal counsel may be needed between board meetings, the board president or superintendent may engage legal counsel on the board's behalf.

The superintendent and the board president shall have the authority to contact the school's legal counsel on behalf of the district. The superintendent may give other members of the administration permission to contact the district's legal counsel on an as-needed basis. Individual board members other than the president may not contact the district's legal counsel on behalf of the board without the approval of the board president or a majority of the board.

Any board member who contacts the district's legal counsel without board approval may be personally responsible for any legal fees incurred as a result of the unapproved contact.

The superintendent will, to the extent permitted by law, keep the board informed of matters in which the district's legal counsel is involved.

Adopted on: _____
Revised on: _____
Reviewed on: _____

Current

2014
Relationship with School Attorney

The board of education shall choose an attorney to assist it and the administration in dealing with legal issues.

The superintendent and the board president shall have the authority to contact the school's attorney on behalf of the district. The superintendent may give other members of the administration permission to contact the school's attorney on an as-needed basis. Individual board members other than the president may not contact the school attorney on behalf of the board without the approval of the board president or a majority of the board. Any board member who contacts the school attorney without board approval may be personally responsible for any legal fees incurred as a result of the unapproved contact.

The superintendent will, to the extent permitted by law, keep the board informed of matters in which the school attorney is involved.

Adopted on: July 25, 2016
Revised on:
Reviewed on: July 25, 2016

Redline

2014

Relationship with ~~School~~ District ~~Attorney~~ Legal Counsel

The board ~~of education shall choose an attorney~~will engage legal counsel to assist it and the administration in dealing with legal issues. When the district faces circumstances in which legal counsel may be needed between board meetings, the board president or superintendent may engage legal counsel on the board's behalf.

The superintendent and the board president shall have the authority to contact the school's ~~attorney~~ legal counsel on behalf of the district. The superintendent may give other members of the administration permission to contact the ~~school's~~ district's ~~attorney~~ legal counsel on an as-needed basis. Individual board members other than the president may not contact the ~~school~~ district's ~~attorney~~ legal counsel on behalf of the board without the approval of the board president or a majority of the board.

Any board member who contacts the ~~school~~ district's legal counsel ~~attorney~~ without board approval may be personally responsible for any legal fees incurred as a result of the unapproved contact.

The superintendent will, to the extent permitted by law, keep the board informed of matters in which the ~~school attorney~~district's legal counsel is involved.

Adopted on: _____
Revised on: _____
Reviewed on: _____

2017
Indemnification and Liability Insurance

In addition to circumstances where it is obligated to provide indemnity or procure insurance, the school board has broad authority to purchase insurance or otherwise indemnify school board members, officers, employees, or agents of the school district. The school board will purchase liability insurance and provide indemnification at its discretion and review its current coverages and indemnification obligations when it deems appropriate.

In the event the school district's current insurance, indemnification agreements, contract obligations, or other promises to indemnify do not cover a situation which the school board can agree to cover, the school board may authorize indemnification. The school board may elect to indemnify any board member, officer, agent, or employee if he or she is a party or is threatened to be made a party in any pending or completed suit, proceeding, or any other action, whether criminal, civil, administrative, or investigative, if the individual is involved because of current or past service on the board, employment, or agency relationship with the school district. However, the indemnification and defense will only be considered if such person acted in good faith and in a manner he or she reasonably believed to be in the best interests or not opposed to the best interests of the school district, including in a criminal proceeding if he or she had no reasonable cause to believe the conduct was unlawful.

In circumstances involving employees, the board delegates to the Superintendent the authority to provide the indemnification to the extent the Superintendent is authorized to procure legal services, as long as the indemnification is otherwise consistent with the authority granted under the law.

Adopted on: _____
Revised on: _____
Reviewed on: _____

Proposed 2019

3003.1

Bidding for Construction, Remodeling, Repair, or Related Projects Financed with Federal Funds

I. Applicability of the Policy

This policy applies only to construction and contracts undertaken with federal funds which are subject to the federal Uniform Grant Guidance (UGG) and other applicable federal law, including but not limited to the Education Department and General Administration Regulations (EDGAR) and the United States Department of Agriculture (USDA) regulations governing school food service programs. In the event this policy conflicts or is otherwise inconsistent with mandatory provisions of the UGG, EDGAR or other applicable federal law, the mandatory provisions of the laws shall control.

The District will also comply with the requirements of the public lettings laws (NEB. REV. STAT. §§ 73-101 through 73-106) when the contemplated expenditure for the complete project exceeds $100,000, the Political Subdivisions Construction Alternatives Act (NEB. REV. STAT. §§ 13-2901 through 13-2914), energy financing contracts (NEB. REV. STAT. §§ 66-1062 through 66-1066), other applicable state laws, and the board's general policy on Bidding for Construction and Related Projects. In the event of a conflict between state and federal law, the more stringent requirement shall apply.

II. All projects undertaken pursuant to this policy will be subject to the following bond requirements

A. A bid guarantee from each bidder equivalent to five percent of the bid price. The "bid guarantee" must consist of a firm commitment such as a bid bond, certified check, or other negotiable instrument accompanying a bid as assurance that the bidder will, upon acceptance of the bid, execute such contractual documents as may be required within the time specified.

B. A performance bond on the part of the contractor for 100 percent of the contract price. A "performance bond" is one executed in connection with a contract to secure fulfillment of all the contractor's obligations under such contract.

C. A payment bond on the part of the contractor for 100 percent of the contract price. A "payment bond" is one executed in connection with a contract to assure payment as required by law of all persons supplying labor and material in the execution of the work provided for in the contract.

III. Construction Projects with an Anticipated Cost of Under $250,000

A. Methods of Bidding/Soliciting Quotations or Estimates

The type of procedures required depends on the anticipated cost of the project.

1. Construction with an Anticipated Cost of up to $10,000 (Micro-Purchases)

Micro-purchase means a purchase of supplies or services using simplified acquisition procedures, the annual aggregate amount of which does not exceed $10,000. Micro-purchases may be made or awarded without soliciting competitive quotations, to the extent district staff determine that the cost of the purchase is reasonable. For purposes of this policy "reasonable" means the purchase is comparable to market prices for the geographic area.

To the extent practicable, the District distributes micro-purchases

equitably among qualified suppliers. The District will follow its standard policy on purchasing.

2. Construction with an Anticipated Cost of between $10,000 and $250,000 (Small Purchase Procedures)

For construction projects subject to this policy, small purchases are purchases that, in the aggregate amount, is more than $10,000 and less than $250,000 annually. For small purchases, price or rate quotes shall be obtained in advance from a reasonable number of qualified sources as detailed in the district's standard policies on purchasing and on bid letting and contracts.

B. Construction Projects with an estimated cost of between $100,000 and $249,999 will be made pursuant to the District's Policy on Bid Letting and Contracts.

Pursuant to Nebraska law, construction projects which have an anticipated aggregate cost of $100,000 or more are subject to state public lettings laws (NEB. REV. STAT. §§ 73-101 through 73-106). The board will follow its standard policy on bid letting and contracts for construction projects financed with federal funds which have an anticipated aggregate cost of between $100,000 and $250,000.

IV. Construction Projects with an Anticipated Cost Over $250,000

A. Sealed Bids: All constructions projects subject to this policy with an anticipated cost of $250,000 or more will be publicly solicited using the sealed bid method

1. Bids must be solicited from an adequate number of known suppliers, providing them sufficient response time prior to the date set for opening the bids, for state, local, and tribal governments, the invitation for bids must be publically advertised;

2. The invitation for bids, which will include any specifications and pertinent attachments, must define the items or services in order for the bidder to properly respond;

3. Sealed bids will be publically opened in a place and at the

specific time stated in the bid solicitation. Bidders shall be notified of the opening and invited to be present.

4. The contract will be awarded to the lowest responsive and responsible bidder.

a) Where specified in bidding documents, factors such as discounts, transportation cost, and life cycle costs must be considered in determining which bid is lowest.

b) Payment discounts will only be used to determine the low bid when prior experience indicates that such discounts are usually taken advantage of.

c) Any or all bids may be rejected if there is a sound documented reason.

5. The board shall have discretion in determining which bidders are responsible and responsive and shall award the contract to the lowest, responsible, and responsive bidder whose bid meets the bid specifications. This means that the board will select the bid that offers the best value and award a contract based upon the amount of the bid and the bidder's ability and capacity to carry on the work, its equipment and facilities, honesty, integrity, skills, business judgment, experience, equipment, facilities, financial stability, past performance, and other relevant factors.

6. The board will generally complete its review of bids and select a vendor within 30 days of bid submission.

B. Advertising for Bids.

1. The superintendent or designee will arrange to advertise for bids by publishing notice in any newspaper of general circulation within the school district at least 7 calendar days prior to the date on which bids are due.

2. Nothing shall prevent the superintendent or designee from advertising in additional media outlets or for a longer period of time.

C. Bid Documents

1. The bid documents shall identify the day upon which the

bids shall be returned, received, or opened and shall identify the hour at which the bids will close or be received or opened.

2. The bid documents shall also provide that such bids shall be opened simultaneously in the presence of the bidders or their representatives.

3. Bids received after the date and time specified in the bid documents shall be returned to the bidder unopened.

4. If bids are being opened on more than one contract, the board, in its discretion, may award each contract as the bids are opened.

5. Sealed bids will be opened in a place and at the specific time stated in the bid solicitation. Bidders shall be notified of the opening and invited to be present.

6. Bids will be reviewed by the Superintendent and/or designee and submitted to the board for approval.

7. The board shall have discretion in determining which bidders are responsible and responsive and shall award the contract to the lowest, responsible, and responsive bidder whose bid meets the bid specifications. This means that the board will select the bid that offers the best value and award a contract based upon the amount of the bid and the bidder's ability and capacity to carry on the work, its equipment and facilities, honesty, integrity, skills, business judgment, experience, equipment, facilities, financial stability, past performance, and other relevant factors.

8. The board will generally complete its review of bids and select a vendor within 30 days of bid submission.

D. The terms of any construction project undertaken pursuant to this policy will be memorialized in a written contract which has been reviewed by the district's legal counsel and approved by the board.

V. Other Contract Matters.

A. Required Terms

The non-Federal entity's contracts must contain the applicable provisions required by section 200.326 and described in Appendix II to Part 200—Contract Provisions for non-Federal Entity Contracts Under Federal Awards.

B. Contracting with Certain Vendors

Pursuant to the standards contained in 2 C.F.R. § 200.321, the District will take all necessary affirmative steps to assure that minority businesses, women's business enterprises, and labor surplus area firms are used when possible consistent with state law.

To the maximum extent practicable, the school food program shall purchase domestic commodities or products produced in US or processed in US substantially using agricultural commodities produced in US.

C. Full and Open Competition

The district's procurement transactions will be conducted in a manner providing full and open competition consistent with 2 C.F.R §200.319.

D. Debarment and Suspension

The District awards contracts only to responsible contractors possessing the ability to perform successfully under the terms and conditions of a proposed procurement. Consideration will be given to such matters as contractor integrity, compliance with public policy, record of past performance, and financial and technical resources.

The District may not subcontract with or award subgrants to any person or company who is debarred or suspended. For all contracts over $25,000 the District verifies that the vendor with whom the District intends to do business with is not excluded or disqualified. 2 C.F.R. Part 200, Appendix II(1) and 2 C.F.R. §§ 180.220 and 180.300.

The District will verify debarment or suspension by revising the excluded parties list on SAM.gov, collecting a certification through the bidding process, and/or by including a debarment and suspension provision in the bid and contract documents. The Superintendent or his/her designee shall be responsible for such verification.

Vel

E. Settlements of Issues Arising Out of Contract

The District alone is responsible, in accordance with good administrative practice and sound business judgment, for the settlement of all contractual and administrative issues arising out of procurements. These issues include, but are not limited to, source evaluation, protests, disputes, and claims. These standards do not relieve the District of any contractual responsibilities under its contracts. Violations of law will be referred to the local, state, or federal authority having proper jurisdiction.

F. Record Keeping

1. Record Retention

a) The District maintains all records that fully show (1) the amount of funds under the grant or subgrant; (2) how the subgrantee uses those funds; (3) the total cost of each project; (4) the share of the total cost of each project provided from other sources; (5) other records to facilitate an effective audit; and (6) other records to show compliance with federal program requirements. 34 C.F.R. §§ 76.730-.731 and §§ 75.730-.731. The District also maintains records of significant project experiences and results. 34 C.F.R. § 75.732. These records and accounts must be retained and made available for programmatic or financial audit.

b) The U.S. Department of Education is authorized to recover any federal funds misspent within 5 years before the receipt of a program determination letter. 34 C.F.R. § 81.31(c). Schedule 10 (Local School Districts) and Schedule 24 (Local Agencies General Records) of the Nebraska Records Management Division as approved by the Nebraska Secretary of State/State Records Administrator requires the District to maintain records regarding construction projects for a minimum of five (5) years after the sale or demolition of the building. However, if any litigation, claim, or audit is started before the expiration of the record retention period, the records will be retained until all litigation, claims, or audit findings involving the records have been resolved and final action taken. 2 C.F.R. § 200.333.

62

c) Records will be destroyed in compliance with Schedule 10, Schedule 24, and State law. This includes the completion of a Records Disposition Report.

2. Maintenance of Construction Records for Projects Financed with Federal Funds

a) The District must maintain records sufficient to detail the history of all construction projects financed with federal funds. These records will include, but are not necessarily limited to the following: rationale for the method of construction, selection of contract type, contractor selection or rejection, the basis for the contract price (including a cost or price analysis), and verification that the contractor is not suspended or debarred.

b) Retention of construction records shall be in accordance with applicable law and Board policy.

VI. Conflict of Interest and Code of Conduct

A. Board and staff member conflicts of interest are governed by the district's conflict of interest policies.

B. Contracts covered by this policy are subject to the following additional provisions.

1. Employees, officers, and agents engaged in the selection, award, and/or administration of district contracts which are prohibited from engaging in such actions if a real or apparent conflict of interest is present.

2. Such a conflict of interest would arise when the employee, officer, or agent, any member of his or her immediate family, his or her partner, or an organization which employs or is about to employ any of the parties indicated herein, has a financial or other interest in or a tangible personal benefit from a firm considered for a contract.

3. The board may determine at its discretion that a financial interest is not substantial enough to give rise to a conflict of interest.

C. Favors and Gifts

The officers, employees, and agents of the District may neither solicit nor accept gratuities, favors, or anything of monetary value from contractors or parties to subcontracts, with the limited exception of unsolicited items of nominal value.

D. Enforcement

Disciplinary Actions will be applied for violations of such standards by officers, employees, or agents of the District at the board's discretion.

Adopted on: _____
Revised on: _____
Reviewed on: _____

Redline

3003.1
Bidding for Construction, Remodeling, Repair, or Related Projects Financed with Federal Funds

I. Applicability of the Policy

This policy applies only to construction and contracts undertaken with federal funds which are subject to the federal Uniform Grant Guidance (UGG) and other applicable federal law, including but not limited to the Education Department and General Administration Regulations (EDGAR) and the United States Department of Agriculture (USDA) regulations governing school food service programs. In the event this policy conflicts or is otherwise inconsistent with mandatory provisions of the UGG, EDGAR or other applicable federal law, the mandatory provisions of the laws shall control.

The District will also comply with the requirements of the public lettings laws (NEB. REV. STAT. §§ 73-101 through 73-106) when the contemplated expenditure for the complete project exceeds $100,000, the Political Subdivisions Construction Alternatives Act (NEB. REV. STAT. §§ 13-2901 through 13-2914), energy financing contracts (NEB. REV. STAT. §§ 66-1062 through 66-1066), other applicable state laws, and the board's general policy on Bidding for Construction and Related Projects. In the event of a conflict between state and federal law, the more stringent requirement shall apply.

II. All projects undertaken pursuant to this policy will be subject to the following bond requirements

A. A bid guarantee from each bidder equivalent to five percent of the bid price. The "bid guarantee" must consist of a firm commitment such as a bid bond, certified check, or other negotiable instrument accompanying a bid as assurance that the bidder will, upon acceptance of the bid, execute such contractual documents as may be required within the time specified.

B. A performance bond on the part of the contractor for 100 percent of the contract price. A "performance bond" is one executed in connection with a contract to secure fulfillment of all the contractor's obligations under such contract.

C. A payment bond on the part of the contractor for 100 percent of the contract price. A "payment bond" is one

65

executed in connection with a contract to assure payment as required by law of all persons supplying labor and material in the execution of the work provided for in the contract.

III. Construction Projects with an Anticipated Cost of Under $250,000

A. Methods of Bidding/Soliciting Quotations or Estimates

The type of procedures required depends on the anticipated cost of the project.

1. Construction with an Anticipated Cost of up to $10,000 (Micro-Purchases)

Micro-purchase means a purchase of supplies or services using simplified acquisition procedures, the annual aggregate amount of which does not exceed $10,000. Micro-purchases may be made or awarded without soliciting competitive quotations, to the extent district staff determine that the cost of the purchase is reasonable. For purposes of this policy "reasonable" means the purchase is comparable to market prices for the geographic area.

To the extent practicable, the District distributes micro-purchases equitably among qualified suppliers. The District will follow its standard policy on purchasing~~, which can be found earlier in this subsection~~.

2. Construction with an Anticipated Cost of between $10,000 and $250,000 (Small Purchase Procedures)

For construction projects subject to this policy, small purchases are purchases that, in the aggregate amount, is more than $10,000 and less than $250,000 annually. For small purchases, price or rate quotes shall be obtained in advance from a reasonable number of qualified sources as detailed in the district's standard policies on purchasing and on bid letting and contracts~~, which can be found earlier in this subsection~~.

B. Construction Projects with an estimated cost of between $100,000 and $249,999 ~~over~~ will be made pursuant to the District's Policy on Bid Letting and Contracts.

Pursuant to Nebraska law, construction projects which have an anticipated aggregate cost of $100,000 or more are subject to state public lettings laws (NEB. REV. STAT. §§ 73-101 through 73-106). The board will follow its standard policy on bid letting and contracts for construction projects financed with federal funds which have an anticipated aggregate cost of between $100,000 and $250,000.

~~B.~~

Forma

IV. Construction Projects with an Anticipated Cost Over $250,000

A. Sealed Bids: All constructions projects subject to this policy with an anticipated cost of $250,000 or more will be publicly solicited using the sealed bid method

1. Bids must be solicited from an adequate number of known suppliers, providing them sufficient response time prior to the date set for opening the bids, for state, local, and tribal governments, the invitation for bids must be publically advertised;

2. The invitation for bids, which will include any specifications and pertinent attachments, must define the items or services in order for the bidder to properly respond;

3. Sealed bids will be publically opened in a place and at the specific time stated in the bid solicitation. Bidders shall be notified of the opening and invited to be present.

4. The contract will be awarded to the lowest responsive and responsible bidder.

   a) Where specified in bidding documents, factors such as discounts, transportation cost, and life cycle costs must be considered in determining which bid is lowest.

   b) Payment discounts will only be used to determine the low bid when prior experience indicates that such discounts are usually taken advantage of.

   c) Any or all bids may be rejected if there is a sound documented reason.

5. The board shall have discretion in determining which

bidders are responsible and responsive and shall award the contract to the lowest, responsible, and responsive bidder whose bid meets the bid specifications. This means that the board will select the bid that offers the best value and award a contract based upon the amount of the bid and the bidder's ability and capacity to carry on the work, its equipment and facilities, honesty, integrity, skills, business judgment, experience, equipment, facilities, financial stability, past performance, and other relevant factors.

6. The board will generally complete its review of bids and select a vendor within 30 days of bid submission.

B. Advertising for Bids.

1. The superintendent or designee will arrange to advertise for bids by publishing notice in any newspaper of general circulation within the school district at least 7 calendar days prior to the date on which bids are due.

2. Nothing shall prevent the superintendent or designee from advertising in additional media outlets or for a longer period of time.

C. Bid Documents

1. The bid documents shall identify the day upon which the bids shall be returned, received, or opened and shall identify the hour at which the bids will close or be received or opened.

2. The bid documents shall also provide that such bids shall be opened simultaneously in the presence of the bidders or their representatives.

3. Bids received after the date and time specified in the bid documents shall be returned to the bidder unopened.

4. If bids are being opened on more than one contract, the board, in its discretion, may award each contract as the bids are opened.

5. Sealed bids will be opened in a place and at the specific time stated in the bid solicitation. Bidders shall be notified of the opening and invited to be present.

6. Bids will be reviewed by the Superintendent and/or designee and submitted to the board for approval.

7. The board shall have discretion in determining which bidders are responsible and responsive and shall award the contract to the lowest, responsible, and responsive bidder whose bid meets the bid specifications. This means that the board will select the bid that offers the best value and award a contract based upon the amount of the bid and the bidder's ability and capacity to carry on the work, its equipment and facilities, honesty, integrity, skills, business judgment, experience, equipment, facilities, financial stability, past performance, and other relevant factors.

8. The board will generally complete its review of bids and select a vendor within 30 days of bid submission.

D. The terms of any construction project undertaken pursuant to this policy will be memorialized in a written contract which has been reviewed by the district's legal counsel and approved by the board.

V. Other Contract Matters.

A. Required Terms

The non-Federal entity's contracts must contain the applicable provisions required by section 200.326 and described in Appendix II to Part 200—Contract Provisions for non-Federal Entity Contracts Under Federal Awards.

B. Contracting with Certain Vendors

Pursuant to the standards contained in 2 C.F.R. § 200.321, the District will take all necessary affirmative steps to assure that minority businesses, women's business enterprises, and labor surplus area firms are used when possible consistent with state law.

To the maximum extent practicable, the school food program shall purchase domestic commodities or products produced in US or processed in US substantially using agricultural commodities produced in US.

C. Full and Open Competition

Le 9

The district's procurement transactions will be conducted in a manner providing full and open competition consistent with 2 C.F.R §200.319.

D. Debarment and Suspension

The District awards contracts only to responsible contractors possessing the ability to perform successfully under the terms and conditions of a proposed procurement. Consideration will be given to such matters as contractor integrity, compliance with public policy, record of past performance, and financial and technical resources.

The District may not subcontract with or award subgrants to any person or company who is debarred or suspended. For all contracts over $25,000 the District verifies that the vendor with whom the District intends to do business with is not excluded or disqualified. 2 C.F.R. Part 200, Appendix II(1) and 2 C.F.R. §§ 180.220 and 180.300.

The District will verify debarment or suspension by revising the excluded parties list on SAM.gov, collecting a certification through the bidding process, and/or by including a debarment and suspension provision in the bid and contract documents. The Superintendent or his/her designee shall be responsible for such verification.

E. Settlements of Issues Arising Out of Contract

The District alone is responsible, in accordance with good administrative practice and sound business judgment, for the settlement of all contractual and administrative issues arising out of procurements. These issues include, but are not limited to, source evaluation, protests, disputes, and claims. These standards do not relieve the District of any contractual responsibilities under its contracts. Violations of law will be referred to the local, state, or federal authority having proper jurisdiction.

F. Record Keeping

1. Record Retention

a) The District maintains all records that fully show (1) the amount of funds under the grant or subgrant; (2) how the subgrantee uses those funds; (3) the total cost of each project; (4) the share of the total cost of each project provided from other sources; (5) other records to facilitate an effective audit; and (6) other records to show compliance

70

with federal program requirements. 34 C.F.R. §§ 76.730-.731 and §§ 75.730-.731. The District also maintains records of significant project experiences and results. 34 C.F.R. § 75.732. These records and accounts must be retained and made available for programmatic or financial audit.

b) The U.S. Department of Education is authorized to recover any federal funds misspent within 5 years before the receipt of a program determination letter. 34 C.F.R. § 81.31(c). Schedule 10 (Local School Districts) and Schedule 24 (Local Agencies General Records) of the Nebraska Records Management Division as approved by the Nebraska Secretary of State/State Records Administrator requires the District to maintain records regarding construction projects for a minimum of five (5) years after the sale or demolition of the building. However, if any litigation, claim, or audit is started before the expiration of the record retention period, the records will be retained until all litigation, claims, or audit findings involving the records have been resolved and final action taken. 2 C.F.R. § 200.333.

c) Records will be destroyed in compliance with Schedule 10, Schedule 24, and State law. This includes the completion of a Records Disposition Report.

2. Maintenance of Construction Records for Projects Financed with Federal Funds

a) The District must maintain records sufficient to detail the history of all construction projects financed with federal funds. These records will include, but are not necessarily limited to the following: rationale for the method of construction, selection of contract type, contractor selection or rejection, the basis for the contract price (including a cost or price analysis), and verification that the contractor is not suspended or debarred.

b) Retention of construction records shall be in accordance with applicable law and Board policy.

VI. Conflict of Interest and Code of Conduct

A. Board and staff member conflicts of interest are governed by the district's conflict of interest policies.

B. Contracts covered by this policy are subject to the following additional provisions.

1. Employees, officers, and agents engaged in the selection, award, and/or administration of district contracts which are prohibited from engaging in such actions if a real or apparent conflict of interest is present.

2. Such a conflict of interest would arise when the employee, officer, or agent, any member of his or her immediate family, his or her partner, or an organization which employs or is about to employ any of the parties indicated herein, has a financial or other interest in or a tangible personal benefit from a firm considered for a contract.

3. The board may determine at its discretion that a financial interest is not substantial enough to give rise to a conflict of interest.

C. Favors and Gifts

The officers, employees, and agents of the District may neither solicit nor accept gratuities, favors, or anything of monetary value from contractors or parties to subcontracts, with the limited exception of unsolicited items of nominal value.

D. Enforcement

Disciplinary Actions will be applied for violations of such standards by officers, employees, or agents of the District at the board's discretion.

Adopted on: _____
Revised on: _____
Reviewed on: _____

Current

3003.1
Bidding for Construction, Remodeling, Repair, or Related Projects Financed with Federal Funds

I. Applicability of the Policy

1. This policy applies only to construction and contracts undertaken with federal funds which are subject to the federal Uniform Grant Guidance (UGG) and other applicable federal law, including but not limited to the Education Department and General Administration Regulations (EDGAR) and the United States Department of Agriculture (USDA) regulations governing school food service programs. In the event this policy conflicts or is otherwise inconsistent with mandatory provisions of the UGG, EDGAR or other applicable federal law, the mandatory provisions of the laws shall control.

2. The District will also comply with the requirements of the public lettings laws (NEB. REV. STAT. §§ 73-101 through 73-106) when the contemplated expenditure for the complete project exceeds $100,000, the Political Subdivisions Construction Alternatives Act (NEB. REV. STAT. §§ 13-2901 through 13-2914), energy financing contracts (NEB. REV. STAT. §§ 66-1062 through 66-1066), other applicable state laws, and the board's general policy on Bidding for Construction and Related Projects. In the event of a conflict between state and federal law, the more stringent requirement shall apply.

II. All projects undertaken pursuant to this policy will be subject to the following bond requirements

A. A bid guarantee from each bidder equivalent to five percent of the bid price. The "bid guarantee" must consist of a firm commitment such as a bid bond, certified check, or other negotiable instrument accompanying a bid as assurance that the bidder will, upon acceptance of the bid, execute such contractual documents as may be required within the time specified.

B. A performance bond on the part of the contractor for 100 percent of the contract price. A "performance bond" is one executed in connection with a contract to secure fulfillment of all the contractor's obligations under such contract.

C. A payment bond on the part of the contractor for 100 percent of the contract price. A "payment bond" is one executed in connection with a contract to assure payment as required by law of all persons supplying labor and material in the execution of the work provided for in the contract.

III. Construction Projects with an Anticipated Cost of Under $250,000

A. Methods of Bidding/Soliciting Quotations or Estimates

The type of procedures required depends on the anticipated cost of the project.

1. Construction with an Anticipated Cost of up to $10,000 (Micro-Purchases)

Micro-purchase means a purchase of supplies or services using simplified acquisition procedures, the annual aggregate amount of which does not exceed $10,000. Micro-purchases may be made or awarded without soliciting competitive quotations, to the extent district staff determine that the cost of the purchase is reasonable. For purposes of this policy "reasonable" means the purchase is comparable to market prices for the geographic area.

To the extent practicable, the District distributes micro-purchases equitably among qualified suppliers. The District will follow its standard policy on purchasing, which can be found earlier in this subsection.

2. Construction with an Anticipated Cost of between $10,000 and $250,000 (Small Purchase Procedures)

For construction projects subject to this policy, small purchases are purchases that, in the aggregate amount, is more than $10,000 and less than $250,000 annually. For small purchases, price or rate quotes shall be obtained in advance from a reasonable number of qualified sources as detailed in the district's standard policies on purchasing and on bid letting and contracts, which can be found earlier in this subsection.

B. Construction Projects with an estimated cost of $100,000 and over will be made pursuant to the District's Policy on Bid Letting and Contracts.

IV. Construction Projects with an Anticipated Cost Over $250,000

A. Sealed Bids: All constructions projects subject to this policy with an anticipated cost of $250,000 or more will be publicly solicited using the sealed bid method

1. Bids must be solicited from an adequate number of known suppliers, providing them sufficient response time prior to the date set for opening the bids, for state, local, and tribal governments, the invitation for bids must be publicly advertised;

2. The invitation for bids, which will include any specifications and pertinent attachments, must define the items or services in order for the bidder to properly respond;

3. Sealed bids will be publicly opened in a place and at the specific time stated in the bid solicitation. Bidders shall be notified of the opening and invited to be present.

4. The contract will be awarded to the lowest responsive and responsible bidder.

   a) Where specified in bidding documents, factors such as discounts, transportation cost, and life cycle costs must be considered in determining which bid is lowest.

   b) Payment discounts will only be used to determine the low bid when prior experience indicates that such discounts are usually taken advantage of.

   c) Any or all bids may be rejected if there is a sound documented reason.

5. The board shall have discretion in determining which bidders are responsible and responsive and shall award the contract to the lowest, responsible, and responsive bidder whose bid meets the bid specifications. This means that the board will select the bid that offers the best value and award a contract based upon the amount of the bid and the bidder's ability and capacity to carry on the work, its equipment and facilities, honesty, integrity, skills, business judgment, experience, equipment, facilities, financial stability, past performance, and other relevant factors.

6. The board will generally complete its review of bids and select a vendor within 30 days of bid submission.

B. Advertising for Bids.

1. The superintendent or designee will arrange to advertise for bids by publishing notice in any newspaper of general circulation within the school district at least 7 calendar days prior to the date on which bids are due.

2. Nothing shall prevent the superintendent or designee from advertising in additional media outlets or for a longer period of time.

C. Bid Documents

1. The bid documents shall identify the day upon which the bids shall be returned, received, or opened and shall identify the hour at which the bids will close or be received or opened.

2. The bid documents shall also provide that such bids shall be opened simultaneously in the presence of the bidders or their representatives.

3. Bids received after the date and time specified in the bid documents shall be returned to the bidder unopened.

4. If bids are being opened on more than one contract, the board, in its discretion, may award each contract as the bids are opened.

5. Sealed bids will be opened in a place and at the specific time stated in the bid solicitation. Bidders shall be notified of the opening and invited to be present.

6. Bids will be reviewed by the Superintendent and/or designee and submitted to the board for approval.

7. The board shall have discretion in determining which bidders are responsible and responsive and shall award the contract to the lowest, responsible, and responsive bidder whose bid meets the bid specifications. This means that the board will select the bid that offers the best value and award a contract based upon the amount of the bid and the bidder's ability and capacity to carry on the work, its equipment and facilities, honesty, integrity, skills, business judgment, experience, equipment, facilities, financial stability, past performance, and other relevant factors.

8. The board will generally complete its review of bids and select a vendor within 30 days of bid submission.

D. The terms of any construction project undertaken pursuant to this policy will be memorialized in a written contract which has been reviewed by the district's legal counsel and approved by the board.

Adopted on: August 27, 2018
Revised on:
Reviewed on: August 14, 2018

3004.1
Fiscal Management for Purchasing and Procurement Using Federal Funds

I. Applicability of Policy

This policy applies only to non-construction related purchases undertaken with federal funds which are subject to the federal Uniform Grant Guidance (UGG) and other applicable federal law, including but not limited to the Education Department and General Administration Regulations (EDGAR) and the United States Department of Agriculture (USDA) regulations governing school food service programs. In the event this policy conflicts or is otherwise inconsistent with mandatory provisions of the UGG, EDGAR or other applicable federal law, the mandatory provisions of the laws shall control.

All other non-construction purchases will be governed by the Board's general purchasing policy, which can be found earlier in this subsection. In the event of a conflict between state and federal law, the more stringent requirement shall apply.

This procurement policy shall govern all purchasing activities that relate to any aspect of the National School Lunch and Breakfast Programs. The district's goal is to fully implement all required procurement rules, regulations and policies set forth in 2 CFR 200, 7 CFR parts 210, 3016 and 3019, and by the Nebraska Department of Education.

II. Procurement System

The District maintains the following purchasing procedures.

A. Responsibility for Purchasing

The authority to make purchases shall be governed by the District's purchasing policy, which can be found elsewhere in this section. Except as otherwise provided in the District's purchasing policy, the acquisition of services, equipment, and supplies shall be centralized in the administration office under the supervision of the superintendent of schools, who shall be responsible for developing and administering the purchasing program of the school district. Purchases or commitments of district funds that are not authorized by this policy will be the responsibility of the person making the commitment.

B. Methods of Purchasing

The type of purchase procedures required depends on the cost of the item(s) being purchased.

1. Purchases up to $10,000 (Micro-Purchases)

Micro-purchase means a purchase of supplies or services using simplified acquisition procedures, the annual aggregate amount of which does not exceed $10,000. Micro-purchases may be made or awarded without soliciting competitive quotations, to the extent district staff determine that the cost of the purchase is reasonable. For purposes of this policy "reasonable" means the purchase is comparable to market prices for the geographic area.

To the extent practicable, the District distributes micro-purchases equitably among qualified suppliers. The District will follow its standard policy on purchasing, which can be found earlier in this subsection.

2. Purchases between $10,000 and $250,000 (Small Purchase Procedures)

Small purchases are purchases that, in the aggregate amount, is more than $10,000 and less than $250,000 annually. For small purchases, price or rate quotes shall be obtained in advance from a reasonable number of qualified sources as detailed in the district's standard policies on purchasing and on bid letting and contracts, which can be found earlier in this subsection.

3. Purchases Over $250,000

a) Sealed Bids (Formal Advertising)

For purchases over $250,000, the district will generally follow the bidding process outlined in the board's policy on Bidding for Construction, Remodeling, Repair or Site Improvement.

b) Contract/Price Analysis

The District performs a cost or price analysis in connection with every procurement action in excess of $250,000, including contract modifications. The district will make an independent estimate of costs prior to receiving bids or proposals.

4. Noncompetitive Proposals (Sole Sourcing)

a) Procurement by noncompetitive proposals is procurement through solicitation of a proposal from only one source and may be used only when one or more of the following circumstances apply:

1) The item is available only from a single source;

2) The public exigency or emergency for the requirement will not permit a delay resulting from competitive solicitation;

3) The federal awarding agency or pass-through entity expressly authorizes noncompetitive proposals in response to a written request from the District; or

4) After solicitation of a number of sources, competition is determined inadequate.

b) Noncompetitive proposals may only be solicited with the approval of the superintendent or the board. Sufficient and appropriate documentation that justifies the sole sourcing decision must be maintained by the superintendent or designee.

c) A cost or price analysis will be performed for noncompetitive proposals when the price exceeds $250,000.

C. Use of Purchase (Debit & Credit) Cards

District use of purchase cards is subject to the policy on purchase cards which can be found elsewhere in this subsection.

D. Federal Procurement System Standards

The district's procurement transactions will be conducted in a manner providing full and open competition consistent with 2 C.F.R §200.319.

The District will maintain and follow general procurement standards consistent with 2 C.F.R. §200.318.

E. Debarment and Suspension

The District awards contracts only to responsible contractors possessing the ability to perform successfully under the terms and conditions of a proposed procurement. Consideration will be given to such matters as contractor integrity, compliance with public policy, record of past performance, and financial and technical resources.

The District may not subcontract with or award subgrants to any person or company who is debarred or suspended. For all contracts over $25,000 the District verifies that the vendor with whom the District intends to do business with is not excluded or disqualified. 2 C.F.R. Part 200, Appendix II(1) and 2 C.F.R. §§ 180.220 and 180.300.

The District will verify debarment or suspension by revising the excluded parties list on SAM.gov, collecting a certification through the bidding process, and/or by including a debarment and suspension provision in the bid and contract documents. The Superintendent or his/her designee shall be responsible for such verification.

F. Settlements of Issues Arising Out of Procurements

The District alone is responsible, in accordance with good administrative practice and sound business judgment, for the settlement of all contractual and administrative issues arising out of procurements. These issues include, but are not limited to, source evaluation, protests, disputes, and claims. These standards do not relieve the District of any contractual responsibilities under its contracts. Violations of law will be referred to the local, state, or federal authority having proper jurisdiction.

III. Conflict of Interest and Code of Conduct

A. Board and staff member conflicts of interest are governed by the district's conflict of interest policies.

B. Purchases covered by this policy are subject to the following additional provisions.

1. Employees, officers, and agents engaged in the selection, award, and/or administration of district contracts which are prohibited from engaging in such actions if a real or apparent conflict of interest is present.

8D

2. Such a conflict of interest would arise when the employee, officer, or agent, any member of his or her immediate family, his or her partner, or an organization which employs or is about to employ any of the parties indicated herein, has a financial or other interest in or a tangible personal benefit from a firm considered for a contract.

3. The board may determine at its discretion that a financial interest is not substantial enough to give rise to a conflict of interest.

C. Favors and Gifts

The officers, employees, and agents of the District may neither solicit nor accept gratuities, favors, or anything of monetary value from contractors or parties to subcontracts, with the limited exception of unsolicited items of nominal value.

D. Enforcement

Disciplinary Actions will be applied for violations of such standards by officers, employees, or agents of the District at the board's discretion.

IV. Property Management Systems

A. Property Classifications

1. Equipment means tangible personal property (including information technology systems) having a useful life of more than one year and a per-unit acquisition cost which equals or exceeds the lesser of the capitalization level established by the District for financial statement purposes, or $5,000.

2. Supplies means all tangible personal property other than those described in §200.33 Equipment. A computing device is a supply if the acquisition cost is less than the lesser of the capitalization level established by the District for financial statement purposes or $5,000, regardless of the length of its useful life. 2 C.F.R. §200.94.

3. Computing Devices means machines used to acquire, store, analyze, process, and publish data and other information electronically, including accessories (or "peripherals") for

printing, transmitting and receiving, or storing electronic information. 2 C.F.R. §200.20.

4. Capital Assets means tangible or intangible assets used in operations having a useful life of more than one year which are capitalized in accordance with GAAP. Capital assets include:

    a) Land, buildings (facilities), equipment, and intellectual property (including software) whether acquired by purchase, construction, manufacture, lease-purchase, exchange, or through capital leases; and

    b) Additions, improvements, modifications, replacements, rearrangements, reinstallations, renovations or alterations to capital assets that materially increase their value or useful life (not ordinary repairs and maintenance). 2 C.F.R. §200.12.

B. Inventory Procedure

Newly purchased property shall be received and inspected by the staff member who ordered it to ensure that that it matches the purchase order, invoice, or contract and that it is in acceptable condition.

Equipment, Computing Devices, and Capital Assets must be tagged with an identification number, manufacturer, model, name of individual who tagged the item, and date tagged).

C. Inventory Records

For equipment, computing devices, and capital assets purchased with federal funds, the following information is maintained in the property management system:

1. Serial number;
2. District identification number;
3. Manufacturer;
4. Model;
5. Date tagged and individual who tagged it;
6. Source of funding for the property;
7. Who holds title;
8. Acquisition date and cost of the property;
9. Percentage of federal participation in the project costs for the federal award under which the property was acquired;

10. Location, use and condition of the property; and
11. Any ultimate disposition data including the date of disposal and sale price of the property.

The inventory list shall be adjusted by the superintendent of schools or his/her designee for property that is sold, lost, stolen, cannot be repaired, or that cannot be located.

D. Physical Inventory

1. A physical inventory of the property must be taken and the results reconciled with the property records at least once every two years.

2. The Superintendent or his/her designee will ensure that the physical inventory is performed. The physical inventory will generally occur during the months of June or July, but may be conducted during other time periods with the approval of the superintendent.

E. Maintenance

In accordance with 2 C.F.R. 313(d)(4), the District maintains adequate maintenance procedures to ensure that property is kept in good condition.

F. Lost or Stolen Items

The District maintains a control system that ensures adequate safeguards are in place to prevent loss, damage, or theft of the property.

G. Use of Equipment

Equipment must be used in the program or project for which it was acquired as long as needed, whether or not the project or program continues to be supported by the federal award, and the District will not encumber the property for any non-federal program use without prior approval of the federal awarding agency and the pass-through entity.

H. Disposal of Equipment

When it is determined that original or replacement equipment acquired under a federal award is no longer needed for the original project or program or for other activities currently or previously supported by a federal awarding agency, the Superintendent or his/her designee will contact the

awarding agency (or pass-through for a state-administered grant) for disposition instructions.

If the item has a current FMV of $5,000 or less, it may be retained, sold, or otherwise disposed of with no further obligation to the federal awarding agency.

V. Other Contract Matters.

A. Required Terms

The non-Federal entity's contracts must contain the applicable provisions required by section 200.326 and described in Appendix II to Part 200—Contract Provisions for non-Federal Entity Contracts Under Federal Awards.

B. Contracting with Certain Vendors

Pursuant to the standards contained in 2 C.F.R. § 200.321, the District will take all necessary affirmative steps to assure that minority businesses, women's business enterprises, and labor surplus area firms are used when possible consistent with state law.

To the maximum extent practicable, the school food program shall purchase domestic commodities or products produced in US or processed in US substantially using agricultural commodities produced in US.

C. Record Keeping

1. Record Retention

a) The District maintains all records that fully show (1) the amount of funds under the grant or subgrant; (2) how the subgrantee uses those funds; (3) the total cost of each project; (4) the share of the total cost of each project provided from other sources; (5) other records to facilitate an effective audit; and (6) other records to show compliance with federal program requirements. 34 C.F.R. §§ 76.730-.731 and §§ 75.730-.731. The District also maintains records of significant project experiences and results. 34 C.F.R. § 75.732. These records and accounts must be retained and made available for programmatic or financial audit.

b) The U.S. Department of Education is authorized to recover any federal funds misspent within 5 years before the receipt of a program determination letter. 34 C.F.R. § 81.31(c). Schedule 10 (Local School Districts) and Schedule 24 (Local Agencies General Records) of the Nebraska Records Management Division as approved by the Nebraska Secretary of State/State Records Administrator requires the District to maintain records regarding federal awards for a minimum of six (6) years. Consequently, the District shall retain records for a minimum of six (6) years from the date on which the final Financial Status Report is submitted, unless otherwise notified in writing to extend the retention period by the awarding agency, cognizant agency for audit, oversight agency for audit, or cognizant agency for indirect costs. However, if any litigation, claim, or audit is started before the expiration of the record retention period, the records will be retained until all litigation, claims, or audit findings involving the records have been resolved and final action taken. 2 C.F.R. § 200.333.

c) Records will be destroyed in compliance with Schedule 10, Schedule 24, and State law. This includes the completion of a Records Disposition Report.

2. Maintenance of Procurement Records

a) The District must maintain records sufficient to detail the history of all procurements. These records will include, but are not necessarily limited to the following: rationale for the method of procurement, selection of contract type, contractor selection or rejection, the basis for the contract price (including a cost or price analysis), and verification that the contractor is not suspended or debarred.

b) Retention of procurement records shall be in accordance with applicable law and Board policy.

D. Privacy

The District has protections in place to ensure that the personal information of both students and employees is protected. These include the use of

passwords that are changed on a regular basis; staff training on the requirements of the Family Educational Rights and Privacy Act (FERPA) and State confidentiality requirements; and training on identifying whether an individual requesting access to records has the right to the documentation.

Adopted on: _____
Revised on: _____
Reviewed on: _____

Redline

3004.1
Fiscal Management for Purchasing and Procurement Using Federal Funds

I. Applicability of Policy

This policy applies only to non-construction related purchases undertaken with federal funds which are subject to the federal Uniform Grant Guidance (UGG) and other applicable federal law, including but not limited to the Education Department and General Administration Regulations (EDGAR) and the United States Department of Agriculture (USDA) regulations governing school food service programs. In the event this policy conflicts or is otherwise inconsistent with mandatory provisions of the UGG, EDGAR or other applicable federal law, the mandatory provisions of the laws shall control.

All other non-construction purchases will be governed by the Board's general purchasing policy, which can be found earlier in this subsection. In the event of a conflict between state and federal law, the more stringent requirement shall apply.

This procurement policy shall govern all purchasing activities that relate to any aspect of the National School Lunch and Breakfast Programs. The district's goal is to fully implement all required procurement rules, regulations and policies set forth in 2 CFR 200, 7 CFR parts 210, 3016 and 3019, and by the Nebraska Department of Education.

II. Procurement System

The District maintains the following purchasing procedures.

A. Responsibility for Purchasing

The authority to make purchases shall be governed by the District's purchasing policy, which can be found elsewhere in this section. Except as otherwise provided in the District's purchasing policy, the acquisition of services, equipment, and supplies shall be centralized in the administration office under the supervision of the superintendent of schools, who shall be responsible for developing and administering the purchasing program of the school district. Purchases or commitments of district funds that are not authorized by this policy will be the responsibility of the person making the commitment.

B. Methods of Purchasing

The type of purchase procedures required depends on the cost of the item(s) being purchased.

1. Purchases up to $10,000 (Micro-Purchases)

Micro-purchase means a purchase of supplies or services using simplified acquisition procedures, the annual aggregate amount of which does not exceed $10,000. Micro-purchases may be made or awarded without soliciting competitive quotations, to the extent district staff determine that the cost of the purchase is reasonable. For purposes of this policy "reasonable" means the purchase is comparable to market prices for the geographic area.

To the extent practicable, the District distributes micro-purchases equitably among qualified suppliers. The District will follow its standard policy on purchasing, which can be found earlier in this subsection.

2. Purchases between $10,000 and $250,000 (Small Purchase Procedures)

Small purchases are purchases that, in the aggregate amount, is more than $10,000 and less than $250,000 annually. For small purchases, price or rate quotes shall be obtained in advance from a reasonable number of qualified sources as detailed in the district's standard policies on purchasing and on bid letting and contracts, which can be found earlier in this subsection.

3. Purchases Over $250,000

a) Sealed Bids (Formal Advertising)

For purchases over $250,000, the district will generally follow the bidding process outlined in the board's policy on Bidding for Construction, Remodeling, Repair or Site Improvement.

b) Contract/Price Analysis

The District performs a cost or price analysis in connection with every procurement action in excess of $250,000, including contract modifications. The district will make an independent estimate of costs prior to receiving bids or proposals.

4. Noncompetitive Proposals (Sole Sourcing)

a) Procurement by noncompetitive proposals is procurement through solicitation of a proposal from only one source and may be used only when one or more of the following circumstances apply:

1) The item is available only from a single source;

2) The public exigency or emergency for the requirement will not permit a delay resulting from competitive solicitation;

3) The federal awarding agency or pass-through entity expressly authorizes noncompetitive proposals in response to a written request from the District; or

4) After solicitation of a number of sources, competition is determined inadequate.

b) Noncompetitive proposals may only be solicited with the approval of the superintendent or the board. Sufficient and appropriate documentation that justifies the sole sourcing decision must be maintained by the superintendent or designee.

c) A cost or price analysis will be performed for noncompetitive proposals when the price exceeds $250,000.

C. Use of Purchase (Debit & Credit) Cards

District use of purchase cards is subject to the policy on purchase cards which can be found elsewhere in this subsection.

D. Federal Procurement System Standards

The district's procurement transactions will be conducted in a manner providing full and open competition consistent with 2 C.F.R §200.319.

The District will maintain and follow general procurement standards consistent with 2 C.F.R. §200.318.

E. Debarment and Suspension

The District awards contracts only to responsible contractors possessing the ability to perform successfully under the terms and conditions of a proposed procurement. Consideration will be given to such matters as contractor integrity, compliance with public policy, record of past performance, and financial and technical resources.

The District may not subcontract with or award subgrants to any person or company who is debarred or suspended. For all contracts over $25,000 the District verifies that the vendor with whom the District intends to do business with is not excluded or disqualified. 2 C.F.R. Part 200, Appendix II(1) and 2 C.F.R. §§ 180.220 and 180.300.

The District will verify debarment or suspension by revising the excluded parties list on SAM.gov, collecting a certification through the bidding process, and/or by including a debarment and suspension provision in the bid and contract documents. The Superintendent or his/her designee shall be responsible for such verification.

F. Settlements of Issues Arising Out of Procurements

The District alone is responsible, in accordance with good administrative practice and sound business judgment, for the settlement of all contractual and administrative issues arising out of procurements. These issues include, but are not limited to, source evaluation, protests, disputes, and claims. These standards do not relieve the District of any contractual responsibilities under its contracts. Violations of law will be referred to the local, state, or federal authority having proper jurisdiction.

III. Conflict of Interest and Code of Conduct

A. Board and staff member conflicts of interest are governed by the district's conflict of interest policies.

B. Purchases covered by this policy are subject to the following additional provisions.

1. Employees, officers, and agents engaged in the selection, award, and/or administration of district contracts which are prohibited from engaging in such actions if a real or apparent conflict of interest is present.

2. Such a conflict of interest would arise when the employee, officer, or agent, any member of his or her immediate family, his or her partner, or an organization which employs or is about to employ any of the parties indicated herein, has a financial or other interest in or a tangible personal benefit from a firm considered for a contract.

3. The board may determine at its discretion that a financial interest is not substantial enough to give rise to a conflict of interest.

C. Favors and Gifts

The officers, employees, and agents of the District may neither solicit nor accept gratuities, favors, or anything of monetary value from contractors or parties to subcontracts, with the limited exception of unsolicited items of nominal value.

D. Enforcement

Disciplinary Actions will be applied for violations of such standards by officers, employees, or agents of the District at the board's discretion.

IV. Property Management Systems

A. Property Classifications

1. Equipment means tangible personal property (including information technology systems) having a useful life of more than one year and a per-unit acquisition cost which equals or exceeds the lesser of the capitalization level established by the District for financial statement purposes, or $5,000.

2. Supplies means all tangible personal property other than those described in §200.33 Equipment. A computing device is a supply if the acquisition cost is less than the lesser of the capitalization level established by the District for financial statement purposes or $5,000, regardless of the length of its useful life. 2 C.F.R. §200.94.

3. Computing Devices means machines used to acquire, store, analyze, process, and publish data and other information electronically, including accessories (or "peripherals") for

printing, transmitting and receiving, or storing electronic information. 2 C.F.R. §200.20.

4. Capital Assets means tangible or intangible assets used in operations having a useful life of more than one year which are capitalized in accordance with GAAP. Capital assets include:

   a) Land, buildings (facilities), equipment, and intellectual property (including software) whether acquired by purchase, construction, manufacture, lease-purchase, exchange, or through capital leases; and

   b) Additions, improvements, modifications, replacements, rearrangements, reinstallations, renovations or alterations to capital assets that materially increase their value or useful life (not ordinary repairs and maintenance). 2 C.F.R. §200.12.

B. Inventory Procedure

Newly purchased property shall be received and inspected by the staff member who ordered it to ensure that that it matches the purchase order, invoice, or contract and that it is in acceptable condition.

Equipment, Computing Devices, and Capital Assets must be tagged with an identification number, manufacturer, model, name of individual who tagged the item, and date tagged).

C. Inventory Records

For equipment, computing devices, and capital assets purchased with federal funds, the following information is maintained in the property management system:

1. Serial number;
2. District identification number;
3. Manufacturer;
4. Model;
5. Date tagged and individual who tagged it;
6. Source of funding for the property;
7. Who holds title;
8. Acquisition date and cost of the property;
9. Percentage of federal participation in the project costs for the federal award under which the property was acquired;

10. Location, use and condition of the property; and
11. Any ultimate disposition data including the date of disposal and sale price of the property.

The inventory list shall be adjusted by the superintendent of schools or his/her designee for property that is sold, lost, stolen, cannot be repaired, or that cannot be located.

D. Physical Inventory

1. A physical inventory of the property must be taken and the results reconciled with the property records at least once every two years.

2. The Superintendent or his/her designee will ensure that the physical inventory is performed. The physical inventory will generally occur during the months of June or July, but may be conducted during other time periods with the approval of the superintendent.

E. Maintenance

In accordance with 2 C.F.R. 313(d)(4), the District maintains adequate maintenance procedures to ensure that property is kept in good condition.

F. Lost or Stolen Items

The District maintains a control system that ensures adequate safeguards are in place to prevent loss, damage, or theft of the property.

G. Use of Equipment

Equipment must be used in the program or project for which it was acquired as long as needed, whether or not the project or program continues to be supported by the federal award, and the District will not encumber the property for any non-federal program use without prior approval of the federal awarding agency and the pass-through entity.

H. Disposal of Equipment

When it is determined that original or replacement equipment acquired under a federal award is no longer needed for the original project or program or for other activities currently or previously supported by a federal awarding agency, the Superintendent or his/her designee will contact the

awarding agency (or pass-through for a state-administered grant) for disposition instructions.

If the item has a current FMV of $5,000 or less, it may be retained, sold, or otherwise disposed of with no further obligation to the federal awarding agency.

V. Other Contract Matters.

A. Required Terms

The non-Federal entity's contracts must contain the applicable provisions required by section 200.326 and described in Appendix II to Part 200—Contract Provisions for non-Federal Entity Contracts Under Federal Awards.

B. Contracting with Certain Vendors

Pursuant to the standards contained in 2 C.F.R. § 200.321, the District will take all necessary affirmative steps to assure that minority businesses, women's business enterprises, and labor surplus area firms are used when possible consistent with state law.

To the maximum extent practicable, the school food program shall purchase domestic commodities or products produced in US or processed in US substantially using agricultural commodities produced in US.

C. Record Keeping

1. Record Retention

a) The District maintains all records that fully show (1) the amount of funds under the grant or subgrant; (2) how the subgrantee uses those funds; (3) the total cost of each project; (4) the share of the total cost of each project provided from other sources; (5) other records to facilitate an effective audit; and (6) other records to show compliance with federal program requirements. 34 C.F.R. §§ 76.730-.731 and §§ 75.730-.731. The District also maintains records of significant project experiences and results. 34 C.F.R. § 75.732. These records and accounts must be retained and made available for programmatic or financial audit.

b) The U.S. Department of Education is authorized to recover any federal funds misspent within 5 years before the receipt of a program determination letter. 34 C.F.R. § 81.31(c). Schedule 10 (Local School Districts) and Schedule 24 (Local Agencies General Records) of the Nebraska Records Management Division as approved by the Nebraska Secretary of State/State Records Administrator requires the District to maintain records regarding federal awards for a minimum of six (6) years. Consequently, the District shall retain records for a minimum of six (6) years from the date on which the final Financial Status Report is submitted, unless otherwise notified in writing to extend the retention period by the awarding agency, cognizant agency for audit, oversight agency for audit, or cognizant agency for indirect costs. However, if any litigation, claim, or audit is started before the expiration of the record retention period, the records will be retained ~~trained~~ until all litigation, claims, or audit findings involving the records have been resolved and final action taken. 2 C.F.R. § 200.333.

c) Records will be destroyed in compliance with Schedule 10, Schedule 24, and State law. This includes the completion of a Records Disposition Report.

2. Maintenance of Procurement Records

a) The District must maintain records sufficient to detail the history of all procurements. These records will include, but are not necessarily limited to the following: rationale for the method of procurement, selection of contract type, contractor selection or rejection, the basis for the contract price (including a cost or price analysis), and verification that the contractor is not suspended or debarred.

b) Retention of procurement records shall be in accordance with applicable law and Board policy.

D. Privacy

The District has protections in place to ensure that the personal information of both students and employees is protected. These include the use of

passwords that are changed on a regular basis; staff training on the requirements of the Family Educational Rights and Privacy Act (FERPA) and State confidentiality requirements; and training on identifying whether an individual requesting access to records has the right to the documentation.

Adopted on: _____
Revised on: _____
Reviewed on: _____

Current

3004.1
Fiscal Management for Purchasing and Procurement Using Federal Funds

I. Applicability of Policy

This policy applies only to non-construction related purchases undertaken with federal funds which are subject to the federal Uniform Grant Guidance (UGG) and other applicable federal law, including but not limited to the Education Department and General Administration Regulations (EDGAR) and the United States Department of Agriculture (USDA) regulations governing school food service programs. In the event this policy conflicts or is otherwise inconsistent with mandatory provisions of the UGG, EDGAR or other applicable federal law, the mandatory provisions of the laws shall control.

All other non-construction purchases will be governed by the Board's general purchasing policy, which can be found earlier in this subsection. In the event of a conflict between state and federal law, the more stringent requirement shall apply.

This procurement policy shall govern all purchasing activities that relate to any aspect of the National School Lunch and Breakfast Programs. The district's goal is to fully implement all required procurement rules, regulations and policies set forth in 2 CFR 200, 7 CFR parts 210, 3016 and 3019, and by the Nebraska Department of Education.

II. Procurement System

The District maintains the following purchasing procedures.

A. Responsibility for Purchasing

The authority to make purchases shall be governed by the District's purchasing policy, which can be found elsewhere in this section. Except as otherwise provided in the District's purchasing policy, the acquisition of services, equipment, and supplies shall be centralized in the administration office under the supervision of the superintendent of schools, who shall be responsible for developing and administering the purchasing program of the school district. Purchases or commitments of district funds that are not authorized by this policy will be the responsibility of the person making the commitment.

B. Methods of Purchasing

The type of purchase procedures required depends on the cost of the item(s) being purchased.

1. Purchases up to $10,000 (Micro-Purchases)

Micro-purchase means a purchase of supplies or services using simplified acquisition procedures, the annual aggregate amount of which does not exceed $10,000. Micro-purchases may be made or awarded without soliciting competitive quotations, to the extent district staff determine that the cost of the purchase is reasonable. For purposes of this policy "reasonable" means the purchase is comparable to market prices for the geographic area.

To the extent practicable, the District distributes micro-purchases equitably among qualified suppliers. The District will follow its standard policy on purchasing, which can be found earlier in this subsection.

2. Purchases between $10,000 and $250,000 (Small Purchase Procedures)

Small purchases are purchases that, in the aggregate amount, is more than $10,000 and less than $250,000 annually. For small purchases, price or rate quotes shall be obtained in advance from a reasonable number of qualified sources as detailed in the district's standard policies on purchasing and on bid letting and contracts, which can be found earlier in this subsection.

3. Purchases Over $250,000

a) Sealed Bids (Formal Advertising)

For purchases over $250,000, the district will generally follow the bidding process outlined in the board's policy on Bidding for Construction, Remodeling, Repair or Site Improvement.

b) Contract/Price Analysis

The District performs a cost or price analysis in connection with every procurement action in excess of $250,000, including contract modifications. The district will make an independent estimate of costs prior to receiving bids or proposals.

4. Noncompetitive Proposals (Sole Sourcing)

a) Procurement by noncompetitive proposals is procurement through solicitation of a proposal from only one source and may be used only when one or more of the following circumstances apply:

1) The item is available only from a single source;

2) The public exigency or emergency for the requirement will not permit a delay resulting from competitive solicitation;

3) The federal awarding agency or pass-through entity expressly authorizes noncompetitive proposals in response to a written request from the District; or

4) After solicitation of a number of sources, competition is determined inadequate.

b) Noncompetitive proposals may only be solicited with the approval of the superintendent or the board. Sufficient and appropriate documentation that justifies the sole sourcing decision must be maintained by the superintendent or designee.

c) A cost or price analysis will be performed for noncompetitive proposals when the price exceeds $250,000.

C. Use of Purchase (Debit & Credit) Cards

District use of purchase cards is subject to the policy on purchase cards which can be found elsewhere in this subsection.

D. Federal Procurement System Standards

The district's procurement transactions will be conducted in a manner providing full and open competition consistent with 2 C.F.R §200.319.

The District will maintain and follow general procurement standards consistent with 2 C.F.R. §200.318.

E. Debarment and Suspension

The District awards contracts only to responsible contractors possessing the ability to perform successfully under the terms and conditions of a proposed procurement. Consideration will be given to such matters as contractor integrity, compliance with public policy, record of past performance, and financial and technical resources.

The District may not subcontract with or award subgrants to any person or company who is debarred or suspended. For all contracts over $25,000 the District verifies that the vendor with whom the District intends to do business with is not excluded or disqualified. 2 C.F.R. Part 200, Appendix II(1) and 2 C.F.R. §§ 180.220 and 180.300.

The District will verify debarment or suspension by revising the excluded parties list on SAM.gov, collecting a certification through the bidding process, and/or by including a debarment and suspension provision in the bid and contract documents. The Superintendent or his/her designee shall be responsible for such verification.

F. Settlements of Issues Arising Out of Procurements

The District alone is responsible, in accordance with good administrative practice and sound business judgment, for the settlement of all contractual and administrative issues arising out of procurements. These issues include, but are not limited to, source evaluation, protests, disputes, and claims. These standards do not relieve the District of any contractual responsibilities under its contracts. Violations of law will be referred to the local, state, or federal authority having proper jurisdiction.

III. Conflict of Interest and Code of Conduct

A. Board and staff member conflicts of interest are governed by the district's conflict of interest policies.

B. Purchases covered by this policy are subject to the following additional provisions.

1. Employees, officers, and agents engaged in the selection, award, and/or administration of district contracts which are prohibited from engaging in such actions if a real or apparent conflict of interest is present.

2. Such a conflict of interest would arise when the employee, officer, or agent, any member of his or her immediate family, his or her partner, or an organization which employs or is about to employ any of the parties indicated herein, has a financial or other interest in or a tangible personal benefit from a firm considered for a contract.

3. The board may determine at its discretion that a financial interest is not substantial enough to give rise to a conflict of interest.

C. Favors and Gifts

The officers, employees, and agents of the District may neither solicit nor accept gratuities, favors, or anything of monetary value from contractors or parties to subcontracts, with the limited exception of unsolicited items of nominal value.

D. Enforcement

Disciplinary Actions will be applied for violations of such standards by officers, employees, or agents of the District at the board's discretion.

IV. Property Management Systems

A. Property Classifications

1. Equipment means tangible personal property (including information technology systems) having a useful life of more than one year and a per-unit acquisition cost which equals or exceeds the lesser of the capitalization level established by the District for financial statement purposes, or $5,000.

2. Supplies means all tangible personal property other than those described in §200.33 Equipment. A computing device is a supply if the acquisition cost is less than the lesser of the capitalization level established by the District for financial statement purposes or $5,000, regardless of the length of its useful life. 2 C.F.R. §200.94.

3. Computing Devices means machines used to acquire, store, analyze, process, and publish data and other information electronically, including accessories (or

"peripherals") for printing, transmitting and receiving, or storing electronic information. 2 C.F.R. §200.20.

4. Capital Assets means tangible or intangible assets used in operations having a useful life of more than one year which are capitalized in accordance with GAAP. Capital assets include:

    a) Land, buildings (facilities), equipment, and intellectual property (including software) whether acquired by purchase, construction, manufacture, lease-purchase, exchange, or through capital leases; and

    b) Additions, improvements, modifications, replacements, rearrangements, reinstallations, renovations or alterations to capital assets that materially increase their value or useful life (not ordinary repairs and maintenance). 2 C.F.R. §200.12.

B. Inventory Procedure

Newly purchased property shall be received and inspected by the staff member who ordered it to ensure that that it matches the purchase order, invoice, or contract and that it is in acceptable condition.

Equipment, Computing Devices, and Capital Assets must be tagged with an identification number, manufacturer, model, name of individual who tagged the item, and date tagged).

C. Inventory Records

For equipment, computing devices, and capital assets purchased with federal funds, the following information is maintained in the property management system:

1. Serial number;
2. District identification number;
3. Manufacturer;
4. Model;
5. Date tagged and individual who tagged it;
6. Source of funding for the property;
7. Who holds title;
8. Acquisition date and cost of the property;
9. Percentage of federal participation in the project costs for the federal award under which the property was acquired;
10. Location, use and condition of the property; and
11. Any ultimate disposition data including the date of disposal and sale price of the property.

The inventory list shall be adjusted by the superintendent of schools or his/her designee for property that is sold, lost, stolen, cannot be repaired, or that cannot be located.

D. Physical Inventory

1. A physical inventory of the property must be taken and the results reconciled with the property records at least once every two years.

2. The Superintendent or his/her designee will ensure that the physical inventory is performed. The physical inventory will generally occur during the months of June or July, but may be conducted during other time periods with the approval of the superintendent.

E. Maintenance

In accordance with 2 C.F.R. 313(d)(4), the District maintains adequate maintenance procedures to ensure that property is kept in good condition.

F. Lost or Stolen Items

The District maintains a control system that ensures adequate safeguards are in place to prevent loss, damage, or theft of the property.

G. Use of Equipment

Equipment must be used in the program or project for which it was acquired as long as needed, whether or not the project or program continues to be supported by the federal award, and the District will not encumber the property for any non-federal program use without prior approval of the federal awarding agency and the pass-through entity.

H. Disposal of Equipment

When it is determined that original or replacement equipment acquired under a federal award is no longer needed for the original project or program or for other activities currently or previously supported by a federal awarding agency, the Superintendent or his/her designee will contact the awarding agency (or pass-through for a state-administered grant) for disposition instructions.

If the item has a current FMV of $5,000 or less, it may be retained, sold, or otherwise disposed of with no further obligation to the federal awarding agency.

V. Other Contract Matters.

A. Required Terms

The non-Federal entity's contracts must contain the applicable provisions required by section 200.326 and described in Appendix II to Part 200—Contract Provisions for non-Federal Entity Contracts Under Federal Awards.

B. Contracting with Certain Vendors

Pursuant to the standards contained in 2 C.F.R. § 200.321, the District will take all necessary affirmative steps to assure that minority businesses, women's business enterprises, and labor surplus area firms are used when possible consistent with state law.

To the maximum extent practicable, the school food program shall purchase domestic commodities or products produced in US or processed in US substantially using agricultural commodities produced in US.

C. Record Keeping

1. Record Retention

a) The District maintains all records that fully show (1) the amount of funds under the grant or subgrant; (2) how the subgrantee uses those funds; (3) the total cost of each project; (4) the share of the total cost of each project provided from other sources; (5) other records to facilitate an effective audit; and (6) other records to show compliance with federal program requirements. 34 C.F.R. §§ 76.730-.731 and §§ 75.730-.731. The District also maintains records of significant project experiences and results. 34 C.F.R. § 75.732. These records and accounts must be retained and made available for programmatic or financial audit.

b) The U.S. Department of Education is authorized to recover any federal funds misspent within 5 years before the receipt of a program determination letter. 34 C.F.R. § 81.31(c). Schedule 10 (Local School Districts) and Schedule 24 (Local Agencies General Records) of the Nebraska Records Management Division as approved by the Nebraska Secretary of State/State Records Administrator requires the District to maintain records regarding federal awards for a minimum of six (6) years. Consequently, the District shall retain records for a minimum of six (6) years from the date on which the final Financial Status Report is submitted, unless otherwise notified in writing to extend the retention period by the awarding agency, cognizant agency for audit, oversight agency for audit, or cognizant agency for indirect costs. However, if any litigation, claim, or audit is started before the expiration of the record retention period, the records will be trained until all litigation, claims, or audit findings involving the records have been resolved and final action taken. 2 C.F.R. § 200.333.

c) Records will be destroyed in compliance with Schedule 10, Schedule 24, and State law. This includes the completion of a Records Disposition Report.

2. Maintenance of Procurement Records

a) The District must maintain records sufficient to detail the history of all procurements. These records will include, but are not necessarily limited to the following: rationale for the method of procurement, selection of contract type, contractor selection or rejection, the basis for the contract price (including a cost or price analysis), and verification that the contractor is not suspended or debarred.

b) Retention of procurement records shall be in accordance with applicable law and Board policy.

D. Privacy

The District has protections in place to ensure that the personal information of both students and employees is protected. These include the use of passwords that are changed on a regular basis; staff training on the requirements of the Family Educational Rights and Privacy Act (FERPA) and State confidentiality requirements; and training on identifying whether an individual requesting access to records has the right to the documentation.

Adopted on: August 27, 2018
Revised on:
Reviewed on: August 14, 2018

"Option A"

3016
Smoking

Smoking, including the possession or use of cigarettes, cigars, or other tobacco or tobacco derivative products; vapor products or electronic nicotine delivery systems; alternative nicotine products; or any other such look-alike or imitation product, is not permitted on school property at any time.

"Option B"

3016
Use of Tobacco Products

The use or possession of any tobacco product, including cigarettes, cigars, or other tobacco or tobacco derivative products; vapor products or electronic nicotine delivery systems; alternative nicotine products; or any other such look-alike or imitation product, is not permitted on school property at any time.

"Option C"

3016
Smoking

Smoking, including the use of cigarettes, cigars, or other tobacco or tobacco derivative products; vapor products or electronic nicotine delivery systems; alternative nicotine products; or any other such look-alike or imitation product, is permitted by non-students on school property only in specifically designated areas.

Adopted on: _____
Revised on: _____
Reviewed on: _____

Redline

"Option A"
3016
Smoking

Smoking, including the possession or use of cigarettes, cigars, or other tobacco or tobacco derivative products; vapor products or electronic nicotine delivery systems;~~,~~ alternative nicotine products;~~,~~ or any other such look-alike or imitation product, is not permitted on school property at any time.

"Option B"
3016
Use of Tobacco Products

The use or possession of any tobacco product, including ~~the use of~~ cigarettes, cigars, or other tobacco or tobacco derivative products; vapor products or electronic nicotine delivery systems;~~,~~ alternative nicotine products;~~,~~ or any other such look-alike or imitation product, is not permitted on school property at any time.

"Option C"
3016
Smoking

Smoking, including the use of cigarettes, cigars, or other tobacco or tobacco derivative products; vapor products or electronic nicotine delivery systems;~~,~~ alternative nicotine products;~~,~~ or any other such look-alike or imitation product, is permitted by non-students on school property only in specifically designated areas.

Adopted on: _____
Revised on: _____
Reviewed on: _____

10 Le

Current

3016
Use of Tobacco Products

The use or possession of any tobacco product, including the use of vapor products, alternative nicotine products, or any other such look-alike product, is not permitted on school property at any time.

Adopted on: July 25, 2016
Revised on:
Reviewed on: July 25, 2016

3039

Threat Assessment and Response

The board is committed to providing a safe environment for members of the school community. Students, staff and patrons are urged to immediately report any statements or behavior that makes the observer fearful or uncomfortable about the safety of the school environment.

1. Obligation to Report threatening Statements or Behaviors.

All staff and students must report any threatening statements or behavior to a member of the administration. Staff and students must make such report regardless of the nature of the relationship between the individual who initiated the threat or threatening behavior and the person(s) who were threatened or who were the focus of the threatening behavior. Staff and students must also make such reports regardless of where or when the threat was made or the threatening behavior occurred.

THREATS OR ASSAULTS WHICH REQUIRE IMMEDIATE INTERVENTION SHOULD BE REPORTED TO THE POLICE AT 911.

2. Threat Assessment Investigation and Response

All reports of violent, threatening, stalking or other behavior or statements which could be interpreted as posing a threat to school safety will immediately be forwarded to the threat assessment team. Upon receipt of an initial report of any threat, the threat assessment team will take steps to verify the information, make an initial assessment, and document any decision involving further action. This investigation may include interviews with the person who made the statement(s) or engaged in the behavior of concern, interviews with teachers and other staff members who may have information about the individual of concern, interviews with the target(s) of the threatening statements or behavior, interviews of family members, physical searches of the individual of concern's person, possessions, and home (as allowed by law and in cooperation with law enforcement), and any other investigatory methods that the unit determines to be reasonable and useful. The threat assessment team must confer with at least one member of the school's guidance counseling staff as part of the investigation.

At the conclusion of the investigation, the threat assessment team will share its findings with the superintendent. Superintendent or his/her designee will determine what, if any, response to the threat is appropriate. The superintendent, or his/her designee, is authorized to disclose the results of the investigation to law enforcement and to the target(s) of any threatened acts. The superintendent or his/her designee may refer the individual of concern to the appropriate school administrator for consequences under the school's student discipline policy or, if appropriate, report the results of the investigation to the student's individualized education plan team.

3. Communication with the Public about Reported Threats

To the extent possible, the superintendent or his/her designee will keep members of the school community informed about possible threats and about the district's response to those threats. This communication may include oral announcements, written communication sent home with students, and communication through print or broadcast media. However, the superintendent or his/her designee will not reveal the identity of the individual of concern or of any target(s) of threatened violence unless permitted by law.

4. Coordination with the Crisis Team After Resolution of Threat

The superintendent ~~will~~ may confer with the district's crisis team after a threat has been investigated to provide the crisis team with information that the crisis team may use in assessing or revising the district's All-Hazard School's Safety Plan.

Adopted on: _____
Revised on: _____
Reviewed on: _____

Current

5058
Threat Assessment and Response

The board of education is committed to providing a safe environment for members of the school community. Students, staff and patrons are urged to immediately report any statements or behavior that makes the observer fearful or uncomfortable about the safety of the school environment.

1. Obligation to Report threatening Statements or Behaviors.

All staff and students must report any threatening statements or behavior to a member of the administration. Staff and students must make such report regardless of the nature of the relationship between the individual who initiated the threat or threatening behavior and the person(s) who were threatened or who were the focus of the threatening behavior. Staff and students must also make such reports regardless of where or when the threat was made or the threatening behavior occurred.

THREATS OR ASSAULTS WHICH REQUIRE IMMEDIATE INTERVENTION SHOULD BE REPORTED TO THE POLICE AT 911.

2. Threat Assessment Investigation and Response

All reports of violent, threatening, stalking or other behavior or statements which could be interpreted as posing a threat to school safety will immediately be forwarded to the superintendent. Upon receipt of an initial report of any threat, the superintendent will take steps to verify the information, make an initial assessment, and document any decision involving further action. This investigation may include interviews with the person who made the statement(s) or engaged in the behavior of concern, interviews with teachers and other staff members who may have information about the individual of concern, interviews with the target(s) of the threatening statements or behavior, interviews of family members, physical searches of the individual of concern's person, possessions, and home (as allowed by law and in cooperation with law enforcement), and any other investigatory methods that the superintendent determines to be reasonable and useful.

At the conclusion of the investigation, the superintendent will determine what, if any, response to the threat is appropriate. The superintendent is authorized to disclose the results of his/her investigation to law enforcement and to the target(s) of any threatened acts. The superintendent may refer the individual of concern to the appropriate school administrator for consequences under the school's student discipline policy or, if appropriate, report the results of his/her investigation to the student's individualized education plan team.

3. Communication with the Public about Reported Threats

To the extent possible, the team will keep members of the school community informed about possible threats and about the team's response to those threats. This communication may include oral announcements, written communication sent home with students, and communication

through print or broadcast media. However, the team will not reveal the identity of the individual of concern or of any target(s) of threatened violence if that individual is a minor.

Adopted on: July 25, 2016
Revised on:
Reviewed on: July 25, 2016

3046
Animals at Schools

Animals are not allowed in school district buildings or on school district property without the written permission of the superintendent or his or her designee except as provided in this policy or as otherwise required by law.

I. Use of Animals for Instructional Purposes

Animals that support a district program or curriculum or that are used for instructional purposes are allowed in school district buildings or on school district property with the written permission of the superintendent or building principal.

II. Service Animals

The school district does not permit discrimination against individuals with disabilities, including those who require the assistance of a service animal. An individual with a disability is permitted to be accompanied by his/her service animal on school property when required by law, subject to the conditions of this policy.

Service Animal. A "service animal" is a dog that has been individually trained to do work or perform tasks for the benefit of an individual with a disability, including a physical, sensory, psychiatric, intellectual, or other mental disability. Work or tasks ***do not*** include the crime deterrent effects of an animal's presence and the provision of emotional support, well-being, comfort, or companionship. The work or tasks performed by a service animal must be directly related to the handler's disability or necessary to mitigate a disability. Other species of animals, whether wild or domestic, trained or untrained, are not service animals for the purposes of this definition. ***See also***, Miniature Horses below.

School District Inquiries. School officials ***may*** ask the owner or handler of an animal whether the animal is required because of a disability and what work or task the animal has been trained to do ***unless*** the answers to these inquiries are readily apparent. School officials ***may not*** ask about the nature or extent of a person's disability and may not require documentary proof of certification or licensing as a service animal.

Procedural Requirements. The following requirements must be satisfied ***before*** a service animal will be allowed in school buildings or on school grounds:

Request. A person who wants to be accompanied by his/her service animal must submit a written request form to a principal or superintendent. The request form is attached to this policy. These requests must be renewed each school year or whenever a different service animal will be used.

Health and Vaccination. The owner or handler must have proof of current licensure from the local licensing authority including proof of the service animal's current vaccinations and immunizations required by law.

Service animals will not be allowed in school buildings or other school property until the school has approved the request.

Control. A service animal must be under the control of its handler at all times. The service animal must have a harness, backpack, vest identifying the dog as a trained service dog, leash, or other tether. If the handler is unable to use a harness, backpack, vest, leash, or other tether, because of a disability or the use of a harness, backpack, vest, leash, or other tether would interfere with the service animal's safe, effective performance of work or tasks, the use of these items is not required. However, the service animal must be otherwise under the handler's control.

Exclusion or Removal from School. A service animal may be excluded from school property and buildings if a school administrator determines that:

(1) A handler does not have control of the service animal;
(2) The service animal is not housebroken;
(3) The service animal presents a direct and immediate threat to others in the school; or
(4) The animal's presence fundamentally alters the nature of the service, program, or activity.

The handler or the student's parent or guardian shall be required to remove the service animal from school premises immediately upon such a determination. If the service animal is removed, the individual with a disability shall be provided with the opportunity to participate in the service, program, or activity without the service animal.

Allergic Reactions. If any student or school employee assigned to a classroom or mode of transportation in which a service animal is permitted suffers an allergic reaction to the service animal, the person having custody and control of the animal will be required to remove the animal to a different location designated by an administrator. The school will arrange a meeting

between school personnel, the individual with the disability, and the parents or guardian(s) of the person with the disability if that person is a student to develop an alternate plan.

Supervision and Care of Service Animals. The owner or handler of a service animal is solely responsible for the supervision and care of the animal, including any feeding, exercising, and clean up while the animal is in a school building or on school property. The student's parent or guardian is responsible for providing for the supervision and the care of the animal in the event that his or her student is not able to do so. The school district is not responsible for providing any care, supervision, or assistance for a service animal.

Extra Charges. The owner or handler of a service animal will not be required to pay an admission fee or a charge for the animal to attend events for which a fee is charged.

Damage to School Property and Injuries. The owner or handler of a service animal is solely responsible and liable for any damage to school property or injury to personnel, students, or others caused by the animal.

Miniature Horses. Requests to permit the use of a miniature horse by an individual with a disability will be addressed on a case-by-case basis by considering the following factors:

(1) The type, size, and weight of the miniature horse and whether the facility can accommodate these features;
(2) Whether the handler has sufficient control of the miniature horse;
(3) Whether the miniature horse is housebroken; and
(4) Whether the miniature horse's presence in a specific facility compromises legitimate safety requirements that are necessary for safe operation.

All additional requirements outlined in this policy, which apply to service animals, shall apply to miniature horses.

Service Animal in Training. This policy shall also be applicable to service animals in training that are accompanied by a bona fide trainer.

Denial of Access and Grievance. If a school official denies a request for access of a service animal, the disabled individual or parent or guardian can file a written grievance with the school's Section 504 Coordinator.

III. THERAPY ANIMALS

The school district supports the use of therapy animals by teachers or other qualified school personnel ("Owner") for the benefit of its students subject to the conditions of this policy.

Therapy Animal. A "therapy animal" is an animal that has been individually trained and certified to work with its Owner to provide emotional support, well-being, comfort, or companionship to school district students. Therapy animals are not "service animals" as that term is used in the American with Disabilities Act. The animal must be well behaved and have a temperament that is suitable for interaction with students and others in a public school. Therapy animals are personal property of the Owner and are not owned by the school district.

Therapy Animal Standards and Procedures. The following requirements must be satisfied ***before*** a therapy animal will be allowed in school buildings or on school grounds:

Request. An Owner who wants to bring a therapy animal to school must submit a written request form to a principal or superintendent. The request form is attached to this policy. The request must be renewed each school year or whenever a different therapy animal will be used.

Training and Certification. The Owner must submit training and certification information requested by the Superintendent or his or her designee. Any certification required by the school district must remain current at all times.

Health and Vaccination. The therapy animal must be clean, well groomed, in good health, house broken, and immunized against diseases common to such animals. The Owner must submit proof of current required licensure from the local licensing authority and proof of the therapy animal's current vaccinations and immunizations from a licensed veterinarian, if applicable.

Control. A therapy animal must be under the control of the Owner at all times.

Identification. The therapy animal must have appropriate identification identifying it as a therapy animal.

No Disruption. The therapy animal must not disrupt the educational process by any of its behaviors.

Health and Safety. The therapy animal must not pose a health and safety risk to any student, employee, or other person at school.

Supervision and Care of Therapy Animals. The Owner is solely responsible for the supervision and care of the therapy animal, including any feeding, exercising, and clean up while the animal is in a school building or on school property. The school district is not responsible for providing any care, supervision, or assistance for a therapy animal.

Authorized Area(s). The Owner shall only allow the therapy animal to be in areas in school buildings or on school property that are authorized by school district administrators.

Insurance. The Owner must submit a copy of an insurance policy that provides liability coverage for the therapy animal while on school property.

Exclusion or Removal from School. A therapy animal may be excluded from school property and buildings if a school administrator determines that:

(1) A handler does not have control of the therapy animal;
(2) The therapy animal is not housebroken;
(3) The therapy animal presents a direct and immediate threat to others in the school; or
(4) The animal's presence otherwise interferes with the educational process.

The Owner shall be required to remove the therapy animal from school premises immediately upon such a determination.

Allergic Reactions. If any student or school employee assigned to a classroom in which a therapy animal is permitted suffers an allergic reaction to the therapy animal, the Owner of the animal will be required to remove the animal to a different location designated by an administrator.

Damages to School Property and Injuries. The Owner of a therapy animal is solely responsible and liable for any damage to school property or injury to personnel, students, or others caused by the therapy animal.

Other Therapy Animals. Therapy animals (1) owned by students, patrons, or other non-school employees or (2) owned by school employees for their own benefit will not be allowed on school grounds or school property except as otherwise required by law.

Adopted on: _____
Revised on: _____
Reviewed on: _____

PROCEDURE: 3046

THERAPY DOG REQUEST FORM

_____ _____
Date School Building

_____
Employee/Animal Owner

Type of Dog: _____ Name of Dog: _____

Is the dog AKC Canine Good Citizen certified? □ Yes □ No

Has the dog received training or certification from another organization? □ Yes □ No
If yes, please provide details: _____
_____

Is the dog current on all required immunizations and vaccinations? □ Yes □ No

Does the dog have an ID that indicates that the dog is a therapy dog? □ Yes □ No

I have attached the following documentation:

□ Proof of current licensure
□ Proof of current vaccinations and immunizations from a licensed veterinarian
□ Declaration page indicating adequate liability insurance coverage

I have read and understand the school district's Therapy Dog Policy. I will abide by the terms of that Policy. I understand that if the therapy dog is out of control, not housebroken, presents a direct and immediate threat to others in the school, or otherwise interferes with the educational process, the school district may exclude or remove my therapy dog from its property.

I agree to be responsible for any damage to school property or injury to personnel, students, or others caused by the therapy dog. I agree to indemnify, defend, and hold harmless the school district from and against any and all claims, actions, suits, judgments and demands brought by any party arising on account of, or in connection with, any activity of or damage caused by my therapy dog.

_____ _____
Owner Signature Date

APPROVAL

_____ _____
School Official Signature Date

Printed Name: _____ Title: _____

Note: This form is valid until the end of the current school year. It must be renewed prior to the start of each subsequent school year or whenever a different therapy dog will be used.

118

Redline

3046

~~Service~~ Animals at Schools

Animals are not allowed in school district buildings or on school district property without the written permission of the superintendent or his or her designee except as provided in this policy or as otherwise required by law.

I. Use of Animals for Instructional Purposes

Animals that support a district program or curriculum or that are used for instructional purposes are allowed in school district buildings or on school district property with the written permission of the superintendent or building principal.

II. Service Animals

The school district does not permit discrimination against individuals with disabilities, including those who require the assistance of a service animal. An individual with a disability is permitted to be accompanied by his/her service animal on school property when required by law, subject to the conditions of this policy.

Service Animal. A "service animal" is a dog that has been individually trained to do work or perform tasks for the benefit of an individual with a disability, including a physical, sensory, psychiatric, intellectual, or other mental disability. Work or tasks ***do not*** include the crime deterrent effects of an animal's presence and the provision of emotional support, well-being, comfort, or companionship. The work or tasks performed by a service animal must be directly related to the handler's disability or necessary to mitigate a disability. Other species of animals, whether wild or domestic, trained or untrained, are not service animals for the purposes of this definition. ***See also***, Miniature Horses below.

School District Inquiries. School officials ***may*** ask the owner or handler of an animal whether the animal is required because of a disability and what work or task the animal has been trained to do ***unless*** the answers to these inquiries are readily apparent. School officials ***may not*** ask about the nature or extent of a person's disability and may not require documentary proof of certification or licensing as a service animal.

Procedural Requirements. The following requirements must be satisfied ***before*** a service animal will be allowed in school buildings or on school grounds:

Request. A person who wants to be accompanied by his/her service animal must submit a written request form to a principal or superintendent. The request form is attached to this policy. These requests must be renewed each school year or whenever a different service animal will be used.

Health and Vaccination. ~~The service animal must be in good health and immunized against diseases common to that type of animal.~~ The ~~owner or handler of the animal must submit~~owner or handler must have proof of current licensure from the local licensing authority ~~and~~ including proof of the service animal's current vaccinations and immunizations ~~from a licensed veterinarian~~required by law.

Service animals will not be allowed in school buildings or other school property until the school has approved the request.

Control. A service animal must be under the control of its handler at all times. The service animal must have a harness, backpack, vest identifying the dog as a trained service dog, leash, or other tether. If the handler is unable to use a harness, backpack, vest, leash, or other tether, because of a disability or the use of a harness, backpack, vest, leash, or other tether would interfere with the service animal's safe, effective performance of work or tasks, the use of these items is not required. However, the service animal must be otherwise under the handler's control.

Exclusion or Removal from School. A service animal may be excluded from school property and buildings if a school administrator determines that:

(1) A handler does not have control of the service animal;
(2) The service animal is not housebroken;
(3) The service animal presents a direct and immediate threat to others in the school; or
(4) The animal's presence fundamentally alters the nature of the service, program, or activity.

The handler or the student's parent or guardian shall be required to remove the service animal from school premises immediately upon such a determination. If the service animal is removed, the individual with a disability shall be provided with the opportunity to participate in the service, program, or activity without the service animal.

Allergic Reactions. If any student or school employee assigned to a classroom or mode of transportation in which a service animal is permitted suffers an allergic reaction to the service animal, the person having custody

and control of the animal will be required to remove the animal to a different location designated by an administrator. The school will arrange a meeting between school personnel, the individual with the disability, and the parents or guardian(s) of the person with the disability if that person is a student to develop an alternate plan.

Supervision and Care of Service Animals. The owner or handler of a service animal is solely responsible for the supervision and care of the animal, including any feeding, exercising, and clean up while the animal is in a school building or on school property. The student's parent or guardian is responsible for providing for the supervision and the care of the animal in the event that his or her student is not able to do so. The school district is not responsible for providing any care, supervision, or assistance for a service animal.

Extra Charges. The owner or handler of a service animal will not be required to pay an admission fee or a charge for the animal to attend events for which a fee is charged.

Damage to School Property and Injuries. The owner or handler of a service animal is solely responsible and liable for any damage to school property or injury to personnel, students, or others caused by the animal.

Miniature Horses. Requests to permit the use of a miniature horse by an individual with a disability will be addressed on a case-by-case basis by considering the following factors:

(1) The type, size, and weight of the miniature horse and whether the facility can accommodate these features;
(2) Whether the handler has sufficient control of the miniature horse;
(3) Whether the miniature horse is housebroken; and
(4) Whether the miniature horse's presence in a specific facility compromises legitimate safety requirements that are necessary for safe operation.

All additional requirements outlined in this policy, which apply to service animals, shall apply to miniature horses.

Service Animal in Training. This policy shall also be applicable to service animals in training that are accompanied by a bona fide trainer.

Denial of Access and Grievance. If a school official denies a request for access of a service animal, the disabled individual or parent or guardian can file a written grievance with the school's Section 504 Coordinator.

[redacted]

Formatted: Highlight

[OPTION 1]

Formatted: Highlight

III. Therapy Animals

The school district supports the use of therapy animals by teachers or other qualified school personnel ("Owner") for the benefit of its students subject to the conditions of this policy.

Therapy Animal. A "therapy animal" is an animal that has been individually trained and certified to work with its Owner to provide emotional support, well-being, comfort, or companionship to school district students. Therapy animals are not "service animals" as that term is used in the American with Disabilities Act. The animal must be well behaved and have a temperament that is suitable for interaction with students and others in a public school. Therapy animals are personal property of the Owner and are not owned by the school district.

Therapy Animal Standards and Procedures. The following requirements must be satisfied ***before*** a therapy animal will be allowed in school buildings or on school grounds:

Request. An Owner who wants to bring a therapy animal to school must submit a written request form to a principal or superintendent. The request form is attached to this policy. The request must be renewed each school year or whenever a different therapy animal will be used.

Training and Certification. The Owner must submit training and certification information requested by the Superintendent or his or her designee. Any certification required by the school district must remain current at all times.

Health and Vaccination. The therapy animal must be clean, well groomed, in good health, house broken, and immunized against diseases common to such animals. The Owner must submit proof of

current required licensure from the local licensing authority and proof of the therapy animal's current vaccinations and immunizations from a licensed veterinarian, if applicable.

Control. A therapy animal must be under the control of the Owner at all times.

Identification. The therapy animal must have appropriate identification identifying it as a therapy animal.

No Disruption. The therapy animal must not disrupt the educational process by any of its behaviors.

Health and Safety. The therapy animal must not pose a health and safety risk to any student, employee, or other person at school.

Supervision and Care of Therapy Animals. The Owner is solely responsible for the supervision and care of the therapy animal, including any feeding, exercising, and clean up while the animal is in a school building or on school property. The school district is not responsible for providing any care, supervision, or assistance for a therapy animal.

Authorized Area(s). The Owner shall only allow the therapy animal to be in areas in school buildings or on school property that are authorized by school district administrators.

Insurance. The Owner must submit a copy of an insurance policy that provides liability coverage for the therapy animal while on school property.

Exclusion or Removal from School. A therapy animal may be excluded from school property and buildings if a school administrator determines that:

(1) A handler does not have control of the therapy animal;
(2) The therapy animal is not housebroken;
(3) The therapy animal presents a direct and immediate threat to others in the school; or
(4) The animal's presence otherwise interferes with the educational process.

The Owner shall be required to remove the therapy animal from school premises immediately upon such a determination.

Allergic Reactions. If any student or school employee assigned to a classroom in which a therapy animal is permitted suffers an allergic reaction to the therapy animal, the Owner of the animal will be required to remove the animal to a different location designated by an administrator.

Damages to School Property and Injuries. The Owner of a therapy animal is solely responsible and liable for any damage to school property or injury to personnel, students, or others caused by the therapy animal.

Other Therapy Animals. Therapy animals (1) owned by students, patrons, or other non-school employees or (2) owned by school employees for their own benefit will not be allowed on school grounds or school property except as otherwise required by law.

~~**Therapy Dog in Training.** The therapy animal portion of this policy shall also be applicable to therapy dogs in training that are accompanied by a bona fide trainer.~~

[OPTION 2]

III. THERAPY ANIMALS

A "therapy animal" is an animal that has been individually trained and certified to work with its owner to provide emotional support, well-being, comfort, or companionship. Therapy animals are not "service animals" as that term is used in the Americans with Disabilities Act.

Therapy animals will not be allowed on school grounds or school property except as otherwise required by law.

Adopted on: _____
Revised on: _____
Reviewed on: _____

Current

5061
Therapy Dogs

The school district supports the use of therapy dogs by teachers or other qualified school personnel ("Owner") for the benefit of its students subject to the conditions of this policy.

Therapy Dog. A "therapy dog" is a dog that has been individually trained and certified to work with its Owner to provide emotional support, well-being, comfort, or companionship to school district students. Therapy dogs are not "service animals" as that term is used in the American with Disabilities Act. The dog must be well behaved and have a temperament that is suitable for interaction with students and others in a public school. Therapy dogs are personal property of the teacher or employee and are not owned by the school district.

Therapy Dog Standards and Procedures. The following requirements must be satisfied ***before*** a therapy dog will be allowed in school buildings or on school grounds:

Request. An Owner who wants to bring a therapy dog to school must submit a written request form to the superintendent. The request form is attached to this policy. The request must be renewed each school year or whenever a different therapy dog will be used.

Training and Certification. The Owner must submit the American Kennel Club's Canine Good Citizen Certification or its equivalent as determined by the Superintendent. The certification must remain current at all times.

Health and Vaccination. The therapy dog must be clean, well groomed, in good health, house broken, and immunized against diseases common to dogs. The Owner must submit proof of current licensure from the local licensing authority and proof of the therapy dog's current vaccinations and immunizations from a licensed veterinarian.

Control. A therapy dog must be under the control of the teacher or school employee through the use of a leash or other tether unless the use of a leash or other tether would interfere with the therapy dog's safe, effective performance of its work or tasks. However, the therapy dog must be under the owner's control at all times.

Identification. The therapy dog must have appropriate identification identifying it as a therapy dog.

No Disruption. The therapy dog must not disrupt the educational process by barking, seeking attention, or any other behavior.

Health and Safety. The therapy dog must not pose a health and safety risk to any student, employee, or other person at school.

Supervision and Care of Therapy dogs. The Owner is solely responsible for the supervision and care of the therapy dog, including any feeding, exercising, and clean up while the animal is in

a school building or on school property. The school district is not responsible for providing any care, supervision, or assistance for a therapy dog.

Authorized Area(s). The Owner shall only allow the therapy dog to be in areas in school buildings or on school property that are authorized by school district administrators.

Insurance. The Owner must submit a copy of an insurance policy that provides liability coverage for the therapy dog while on school property.

Exclusion or Removal from School. A therapy dog may be excluded from school property and buildings if a school administrator determines that:

(1) A handler does not have control of the therapy dog;
(2) The therapy dog is not housebroken;
(3) The therapy dog presents a direct and immediate threat to others in the school; or
(4) The animal's presence otherwise interferes with the educational process.

The Owner shall be required to remove the therapy dog from school premises immediately upon such a determination.

Allergic Reactions. If any student or school employee assigned to a classroom in which a therapy dog is permitted suffers an allergic reaction to the therapy dog, the Owner of the animal will be required to remove the animal to a different location designated by an administrator.

Damages to School Property and Injuries. The Owner of a therapy dog is solely responsible and liable for any damage to school property or injury to personnel, students, or others caused by the therapy dog.

Therapy dog in Training. This policy shall also be applicable to therapy dogs in training that are accompanied by a bona fide trainer.

Adopted on: July 25, 2016
Revised on:
Reviewed on: July 25, 2016

THERAPY DOG REQUEST FORM

_____ _____

Date School Building

_____

Employee/Animal Owner

Type of Dog: _____ Name of Dog: _____

Is the dog AKC Canine Good Citizen certified? □ Yes □ No

Has the dog received training or certification from another organization? □ Yes □ No
If yes, please provide details: _____

_____

Is the dog current on all required immunizations and vaccinations? □ Yes □ No

Does the dog have an ID that indicates that the dog is a therapy dog? □ Yes □ No

I have attached the following documentation:

□ Proof of current licensure
□ Proof of current vaccinations and immunizations from a licensed veterinarian
□ Declaration page indicating adequate liability insurance coverage

I have read and understand the school district's Therapy Dog Policy. I will abide by the terms of that Policy. I understand that if the therapy dog is out of control, not housebroken, presents a direct and immediate threat to others in the school, or otherwise interferes with the educational process, the school district may exclude or remove my therapy dog from its property.

I agree to be responsible for any damage to school property or injury to personnel, students, or others caused by the therapy dog. I agree to indemnify, defend, and hold harmless the school district from and against any and all claims, actions, suits, judgments and demands brought by any party arising on account of, or in connection with, any activity of or damage caused by my therapy dog.

_____ _____

Owner Signature Date

APPROVAL

_____ _____

School Official Signature Date

Printed Name: _____ Title: _____

Note: This form is valid until the end of the current school year. It must be renewed prior to the start of each subsequent school year or whenever a different therapy dog will be used.

Current

3046
Service Animals

Animals are not allowed in school district buildings or on school district property without the written permission of the superintendent except as provided in this policy.

The school district does not permit discrimination against individuals with disabilities, including those who require the assistance of a service animal. An individual with a disability is permitted to be accompanied by his/her service animal on school property when required by law, subject to the conditions of this policy.

Service Animal. A "service animal" is a dog that has been individually trained to do work or perform tasks for the benefit of an individual with a disability, including a physical, sensory, psychiatric, intellectual, or other mental disability. Work or tasks ***do not*** include the crime deterrent effects of an animal's presence and the provision of emotional support, well-being, comfort, or companionship. The work or tasks performed by a service animal must be directly related to the handler's disability or necessary to mitigate a disability. Other species of animals, whether wild or domestic, trained or untrained, are not service animals for the purposes of this definition. ***See also,*** Miniature Horses below.

School District Inquiries. School officials ***may*** ask the owner or handler of an animal whether the animal is required because of a disability and what work or task the animal has been trained to do ***unless*** the answers to these inquiries are readily apparent. School officials ***may not*** ask about the nature or extent of a person's disability and may not require documentary proof of certification or licensing as a service animal.

Procedural Requirements. The following requirements must be satisfied ***before*** a service animal will be allowed in school buildings or on school grounds:

> **Request.** A person who wants to be accompanied by his/her service animal must submit a written request form to a principal or superintendent. The request form is attached to this policy. These requests must be renewed each school year or whenever a different service animal will be used.
>
> **Health and Vaccination.** The service animal must be in good health and immunized against diseases common to that type of animal. The owner or handler of the animal must submit proof of current licensure from the local licensing authority and proof of the service animal's current vaccinations and immunizations from a licensed veterinarian.

Service animals will not be allowed in school buildings or other school property until the school has approved the request.

Control. A service animal must be under the control of its handler at all times. The service animal must have a harness, backpack, vest identifying the dog as a trained service dog, leash, or other tether. If the handler is unable to use a harness, backpack, vest, leash, or other tether, because of a disability or the use of a harness, backpack, vest, leash, or other tether would interfere with the service animal's safe, effective performance of work or tasks, the use of these items is not required. However, the service animal must be otherwise under the handler's control.

Exclusion or Removal from School. A service animal may be excluded from school property and buildings if a school administrator determines that:

(1) A handler does not have control of the service animal;
(2) The service animal is not housebroken;
(3) The service animal presents a direct and immediate threat to others in the school; or
(4) The animal's presence fundamentally alters the nature of the service, program, or activity.

The handler or the student's parent or guardian shall be required to remove the service animal from school premises immediately upon such a determination. If the service animal is removed, the individual with a disability shall be provided with the opportunity to participate in the service, program, or activity without the service animal.

Allergic Reactions. If any student or school employee assigned to a classroom or mode of transportation in which a service animal is permitted suffers an allergic reaction to the service animal, the person having custody and control of the animal will be required to remove the animal to a different location designated by an administrator. The school will arrange a meeting between school personnel, the individual with the disability, and the parents or guardian(s) of the person with the disability if that person is a student to develop an alternate plan.

Supervision and Care of Service Animals. The owner or handler of a service animal is solely responsible for the supervision and care of the animal, including any feeding, exercising, and clean up while the animal is in a school building or on school property. The student's parent or guardian is responsible for providing for the supervision and the care of the animal in the event that his or her student is not able to do so. The school district is not responsible for providing any care, supervision, or assistance for a service animal.

Extra Charges. The owner or handler of a service animal will not be required to pay an admission fee or a charge for the animal to attend events for which a fee is charged.

Damage to School Property and Injuries. The owner or handler of a service animal is solely responsible and liable for any damage to school property or injury to personnel, students, or others caused by the animal.

Miniature Horses. Requests to permit the use of a miniature horse by an individual with a disability will be addressed on a case-by-case basis by considering the following factors:

(1) The type, size, and weight of the miniature horse and whether the facility can accommodate these features;
(2) Whether the handler has sufficient control of the miniature horse;
(3) Whether the miniature horse is housebroken; and
(4) Whether the miniature horse's presence in a specific facility compromises legitimate safety requirements that are necessary for safe operation.

All additional requirements outlined in this policy, which apply to service animals, shall apply to miniature horses.

Service Animal in Training. This policy shall also be applicable to service animals in training that are accompanied by a bona fide trainer.

Denial of Access and Grievance. If a school official denies a request for access of a service animal, the disabled individual or parent or guardian can file a written grievance with the school's Section 504 Coordinator.

Adopted on: August 15, 2017
Revised on: _____
Reviewed on: July 10, 2017

131

3050
Technology in the Classroom

I. In General

The district desires to use technology in a way that aides in the education of students. New devices and applications offer a number of helpful tools that can improve the student experience and increase learning. Many of these devices and applications also create concerns about student privacy. It is the goal of the district to embrace the helpful elements of technological advancement while remaining mindful of potential student privacy issues.

II. Devices

A. Non-district issued electronic devices may be provided by teachers for use in their classroom, so long as the use of such devices is supervised by a staff member and subject to the conditions set forth below.

Teachers who wish to bring a device into the classroom should inform the principal before deploying the device. The building principal may at his or her discretion prohibit the use of such devices or otherwise limit their use. The building principal may at any time direct that a teacher discontinue use of a given device.

1. Smart speakers such as Google Home, Amazon Echo, Apple HomePod, and similar devices may be approved for use in the classroom. The device must be registered to an account linked to the classroom teacher's school email address. The district will not maintain any records created by use of the smart speaker device. Any record of use will be considered non-record communications pursuant to Nebraska's Records Management Act, and not be maintained by the district.

2. All other electronic devices that connect to the internet that a staff member wishes to use for the education of students should be disclosed to the administration prior to use.

B. Assistive technology may be used in district classrooms. Any assistive technology, such as an AngelSense device, that actively

or passively create or transmit audio or video recordings must have that function disabled while the student uses the device in a district classroom unless required by law. No assistive technology devices will be permitted to record or transmit the classroom activity of other students unless required by law.

C. Any classroom recordings made by a staff member will be made pursuant to district policy.

III. Applications

A. School as Agent. The school will serve as an agent for parents/guardians in the collection of information within the school context. The school's use of student information is solely for education purposes.

B. District Applications. The district uses various software applications to record, track, and store student data. Each application selected by the district is in compliance with federal and state law, to the best of the administration's knowledge. Should the district become aware that an application used by the district has suffered a data breach, or been found to be out of compliance with federal or state law, the district will investigate the scope of the violations and notify students, parents, and staff in accordance with district policy.

C. Staff-Selected Applications.

1. Staff are permitted to select applications for use in the classroom.

2. Staff must perform basic due diligence to ensure that the application is safe for students and serves a pedagogical purpose. Staff must notify their supervising administrator of the application they plan to use as part of their lesson plan prior to their use in the classroom. The district may at any time direct that a teacher discontinue use of a given application. The district will provide training on the relevant student privacy laws to staff members who are selecting and deploying applications in the classroom.

Adopted on: _____

Revised on: _____
Reviewed on: _____

Redline

3050
Technology in the Classroom

I. In General

The district desires to use technology in a way that aides in the education of students. New devices and applications offer a number of helpful tools that can improve the student experience and increase learning. Many of these devices and applications also create concerns about student privacy. It is the goal of the district to embrace the helpful elements of technological advancement while remaining mindful of potential student privacy issues.

II. Devices

A. Non-district issued electronic devices may be provided by teachers for use in their classroom, so long as the use of such devices is supervised by a staff member and subject to the conditions set forth below ~~used in the classroom, under supervision of a staff member~~.

~~A.~~ Teachers who wish to bring a device into the classroom ~~on a regular or permanent basis,~~ should inform the principal before deploying the device. The building principal may at his or her discretion prohibit the use of such devices or otherwise limit their use. The building principal may at any time direct that a teacher discontinue use of a given device.

Formatted: Indent: Left: 1", No bullets or numbering

1. Smart speakers such as Google Home, Amazon Echo, Apple HomePod, and similar devices may be ~~used~~ approved for use in the classroom. The device must be registered to an account linked to the classroom teacher's school email address. The district will not maintain any records created by use of the smart speaker device. Any record of use will be considered non-record communications pursuant to Nebraska's Records Management Act, and not be maintained by the district.

~~1.~~ All other electronic devices that connect to the internet that a staff member wishes to use for the education of students should be disclosed to the administration prior to use. ~~The district may at any time direct that a teacher discontinue use of a given device.~~

2.

~~2.~~

Formatted: Indent: Left: 1.63", No bullets or numbering

Formatted

~~3.~~B. Assistive technology may be used in district classrooms. Any assistive technology, such as an AngelSense device, ~~that uses "listen-in" functionality~~that actively or passively create or transmit audio or video recordings must have that function disabled while the student us~~esing~~ the device ~~is~~ in a district classroom unless required by law. No assistive technology devices will be permitted to record or transmit the classroom activity of other students unless required by law.

~~4.1. All other electronic devices that connect to the internet that a staff member wishes to use for the education of students should be disclosed to the administration prior to use. The district may at any time direct that a teacher discontinue use of a given device.~~

~~B.~~C. Any classroom recordings made by a staff member will be made pursuant to district policy.

III. Applications

A. School as Agent. The school will serve as an agent for parents/guardians in the collection of information within the school context. The school's use of student information is solely for education purposes.

B. District Applications. The district uses various software applications to record, track, and store student data. Each application selected by the district is in compliance with federal and state law, to the best of the administration's knowledge. Should the district become aware that an application used by the district has suffered a data breach, or been found to be out of compliance with federal or state law, the district will investigate the scope of the violations and notify students, parents, and staff in accordance with district policy.

C. Staff-Selected Applications.

1. Staff are permitted to select applications for use in the classroom.

2. Staff must perform basic due diligence to ensure that the application is safe for students and serves a pedagogical purpose. Staff must notify their supervising administrator of the application they plan to use as part of their lesson plan prior to their use in the classroom. The district may at any time direct that a teacher discontinue use of a given application. The district will provide training on the relevant student privacy laws to staff members who are selecting and deploying applications in the classroom.

Adopted on: _____
Revised on: _____
Reviewed on: _____

Current

3050
Technology in the Classroom

I. In General

The district desires to use technology in a way that aides in the education of students. New devices and applications offer a number of helpful tools that can improve the student experience and increase learning. Many of these devices and applications also create concerns about student privacy. It is the goal of the district to embrace the helpful elements of technological advancement while remaining mindful of potential student privacy issues.

II. Devices

A. Non-district issued electronic devices may be used in the classroom, under supervision of a staff member. Teachers who wish to bring a device into the classroom on a regular or permanent basis, should inform the principal before deploying the device.

1. Smart speakers such as Google Home, Amazon Echo, Apple HomePod, and similar devices may be used in the classroom. The device must be registered to an account linked to the classroom teacher's school email address. The district will not maintain any records created by use of the smart speaker device. Any record of use will be considered non-record communications pursuant to Nebraska's Records Management Act, and not be maintained by the district.

2. Assistive technology may be used in district classrooms. Any assistive technology, such as an AngelSense device, that uses "listen-in" functionality must have that function disabled while the student using the device is in a district classroom. No assistive technology devices will be permitted to record or transmit the classroom activity of other students unless required by law.

3. All other electronic devices that connect to the internet that a staff member wishes to use for the education of students should be disclosed to the administration prior to use. The district may at any time direct that a teacher discontinue use of a given device.

B. Any classroom recordings made by a staff member will be made pursuant to district policy.

III. Applications

A. School as Agent. The school will serve as an agent for parents/guardians in the collection of information within the school context. The school's use of student information is solely for education purposes.

B. District Applications. The district uses various software applications to record, track, and store student data. Each application selected by the district is in compliance with federal

and state law, to the best of the administration's knowledge. Should the district become aware that an application used by the district has suffered a data breach, or been found to be out of compliance with federal or state law, the district will investigate the scope of the violations and notify students, parents, and staff in accordance with district policy.

C. Staff-Selected Applications.

1. Staff are permitted to select applications for use in the classroom.

2. Staff must perform basic due diligence to ensure that the application is safe for students and serves a pedagogical purpose. Staff must notify their supervising administrator of the application they plan to use as part of their lesson plan prior to their use in the classroom. The district may at any time direct that a teacher discontinue use of a given application. The district will provide training on the relevant student privacy laws to staff members who are selecting and deploying applications in the classroom.

Adopted on: July 9, 2018
Revised on:
Reviewed on: June 25, 2018

3051
Opioid Overdose Prevention and Response

The district will maintain an opioid antagonist ~~in its schools~~, specifically naloxone, otherwise known by its brand name Narcan. Pursuant to Nebraska law and the Naloxone Standing Order issued by the Nebraska DHHS, Division of Public Health, the board will permit school nurses, trained school staff, or other individuals qualified by law to administer naloxone to any person at school or a school event displaying symptoms of an opioid overdose.

This policy shall not create a duty on the part of the school district and/or its personnel to administer naloxone. School representatives will not administer naloxone under the following circumstances:

a. Naloxone is not available during the overdose emergency;
b. There is no individual available who is qualified to administer naloxone; or
c. School representatives are uncertain as to whether an opioid overdose is occurring.

Nothing in this policy is intended to regulate, restrict or otherwise deter a law enforcement officer, emergency medical technician, volunteer fire fighter, licensed medical professional or other authorized individual from administering his/her own supply of naloxone when responding in good faith to a suspected drug overdose occurring on school district property or at a school-sponsored event.

Procurement and Storage. The superintendent or his/her designee, in consultation with the school's nursing staff, will make the necessary arrangements to obtain naloxone. The naloxone will be stored unlocked in the nurses' office(s). The superintendent or his/her designee, in consultation with the school's nursing staff, will reorder naloxone.

Naloxone that is nearing its expiration date will be replaced. The school nurse shall maintain a log of naloxone supplies consistent with the district's practices for logging other medications.

Training. Licensed health care professionals and school resource officers employed on the high school and middle school levels shall all complete an approved naloxone training prior to carrying and/or administering naloxone. Other school staff members may be trained as determined by the administration. Once trained, staff members

shall review the DHHS standing order and applicable naloxone administration protocols as needed.

Recordkeeping and Reporting. Any individual who administers naloxone on behalf of the school district will promptly notify the building principal and superintendent or his/her designee of the facts and circumstances surrounding the drug overdose incident. The administration of naloxone to any student will be documented in his/her cumulative health record. The administration of naloxone to any staff member will be documented in his/her personnel file.

Adopted on: _____
Revised on: _____
Reviewed on: _____

3053
Nondiscrimination

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

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

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

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

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

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

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

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

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

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

The Uniformed Services Employment and Reemployment Rights Act (USERRA) – provides job protections and reemployment rights to

military reservists and National Guard members called to active duty

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

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

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

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

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

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

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

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

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

Adopted on: _____
Revised on: _____
Reviewed on: _____

Current

4001
Nondiscrimination

The School District does not discriminate in employment or educational programs/activities on the basis of race, color, national origin, sex (including pregnancy), gender identity, gender expression, sexual orientation, religion, marital status, disability, age or any other classification protected by applicable local, state, or federal laws.

Statutes prohibiting discrimination include:

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

The School District's prohibition of unlawful conduct including, but not limited to discrimination, harassment, and retaliation is rearticulated in other board policies including, 5026 Sex Equality in the Education Program; 5027 Sexual Harassment of Students by Other Students; and 4014 Employment-Related Sexual Harassment.

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

Any person who believes she or he has been discriminated against, denied a benefit, or excluded from participation in any district education program or activity may file a complaint using the district's complaint procedures in policy 2006 which are reproduced, in part, below:

1. The first step is for the complainant to speak directly to the person(s) with whom the complainant has a concern. For example, a parent who is unhappy with a classroom teacher should initially discuss the matter with the teacher. However, the complainant should skip the first step if complainant believes speaking directly to the person would subject complainant to discrimination or harassment.

2. The second step is for the complainant to speak to the building principal, Title IX/504/ADA coordinator, superintendent of schools, or president of the board of education, as set forth below:

3. Complaints about the operation, decisions, or personnel within a building should be submitted to the principal of the building.

4. Complaints about the operations of the school district or a building principal should be submitted in writing to the superintendent of schools.

5. Complaints about the superintendent of schools should be submitted in writing to the president of the board of education.

6. Complaints involving discrimination or harassment on the basis of race, color, national origin, gender, marital status, disability, or age may also be submitted, at any time during the complaint procedure to the School District's Title IX/504/ADA coordinator. Complaints involving discrimination or harassment may also be submitted at any time to the Office for Civil

Rights, U.S. Department of Education: by email at OCR.KansasCity@ed.gov; by telephone at (816) 268-0550; or by fax at (816) 268-0599.

7. When a complainant submits a complaint to an administrator or to the Title IX/504/ADA coordinator, the administrator or Title IX/504/ADA coordinator shall promptly and thoroughly investigate the complaint, and shall respond to the complainant. If the complaint involved discrimination or harassment, the response shall be in writing and shall be submitted within 180 days after the administrator or Title IX/504/ADA coordinator received the complaint.

8. A complainant who is not satisfied with the administrator's or the Title IX/504/ADA coordinator's decision regarding a complaint may appeal the decision to the superintendent.

9. This appeal must be in writing.

10. This appeal must be received by the superintendent no later than ten (10) business days from the date the administrator or Title IX/504/ADA coordinator communicated his/her decision to the complainant.

11. The superintendent will investigate as he or she deems appropriate. However, all matters involving discrimination or harassment shall be promptly and thoroughly investigated.

12. Upon completion of this investigation, the superintendent will inform the complainant in writing of his or her decision. If the complaint involved discrimination or harassment, the superintendent shall submit the decision within 180 days after the superintendent received complainant's written appeal.

13. A complainant who is not satisfied with the superintendent's decision regarding a complaint may appeal the decision to the board.

14. This appeal must be in writing.

15. This appeal must be received by the board president no later than ten (10) business days from the date the superintendent communicated his/her decision to the complainant.

16. This policy allows, but does not require the board to receive statements from interested parties and witnesses relevant to the complaint appeal. However, all matters involving discrimination or harassment shall be promptly and thoroughly investigated.

17. The board will notify the complainant in writing of its decision. If the complaint involved discrimination or harassment, the board shall submit its decision within 180 days after it received complainant's written appeal.

18. There is no appeal from a decision of the board.

19. When a formal complaint about the superintendent of schools has been filed with the president of the board, the president shall promptly and thoroughly investigate the complaint, and respond to the complainant. If the complaint involved discrimination or harassment, the

response shall be in writing and shall be submitted within 180 days after the president received the complaint.

The school district prohibits retaliation against any person for filing a complaint or for participating in the complaint procedure in good faith.

Adopted on: August 28, 2017
Revised on:
Reviewed on: August 28, 2017

2019 Proposed

3054
Law Enforcement Unit

The board is committed to providing a safe environment conducive to learning for members of the school community. In furtherance of this commitment, the board designates Ralston Police Department to act as the district's Law Enforcement Unit.

Authority of the Law Enforcement Unit. The law enforcement unit is officially authorized to:

- Enforce any local, State, or Federal law, or refer to appropriate authorities a matter for enforcement of any local, State, or Federal law against; *and*
- Maintain the physical security and safety of the district

In maintaining the physical security and safety of the district, the law enforcement unit may employ surveillance or other safety or security equipment in compliance with state and federal law. The law enforcement unit is responsible for the maintenance and security of any such equipment.

Records of the Law Enforcement Unit. All records created and maintained by the law enforcement unit for a law enforcement purpose are considered law enforcement unit records. This would include any records produced by surveillance or other safety or security equipment employed by the law enforcement unit to maintain the physical security and safety of the district.

Law enforcement unit records must be maintained by the law enforcement unit until the unit determines the records may be destroyed. The law enforcement unit is responsible for maintaining law enforcement unit records separate and apart from the student records maintained by the district pursuant to the board's policy regarding student records.

Law enforcement unit records may only be disclosed with the authorization of the Superintendent or his/her designee. Only copies of law enforcement unit records may be disclosed, and the original must be retained by the law enforcement unit and will continue to be considered a law enforcement unit record.

Adopted on: _____
Revised on: _____
Reviewed on: _____

4048
Assessment Administration and Security

The purpose of all testing and assessments is to measure students' knowledge, skills or abilities in the area tested. All staff members are prohibited from engaging in any behavior that adversely affects the validity of test scores as a measure of student achievement. This policy applies to all national, state, and local assessments, including both standardized and general classroom assessments.

1. Assessment Responsibilities

a. Each building principal, in consultation with the Superintendent and classroom teachers, will be responsible for:

- overseeing the scheduling of state administered assessments, training all staff who administer assessments, and ensuring that all assessments, including make-up testing, is completed within required testing windows;
- obtaining Standards, Assessment and Accountability Updates from the Department of Education and circulating the relevant portions of those updates to other staff members;
- informing the board of education of changes to the Nebraska Student-Centered Assessment System Security Procedures; and
- signing and enforcing the Nebraska Student-Centered Assessment System Security Agreement.

b. Every classroom teacher or other staff member who administers assessments is responsible for:

- complying with the Nebraska Student-Centered Assessment System Security Procedures;
- taking all reasonable and prudent steps to ensure the accuracy and integrity of all academic testing, including statewide assessments; and

- ensuring the security of all test materials.

2. Security Violations and Cheating

a. Classroom assessments

Staff members who suspect students of having cheated on a classroom assessment should conduct a reasonable inquiry and impose consequences on the student consistent with classroom rules and the student handbook.

b. State Accountability Tests

Staff members who suspect a breach of security on State Accountability Tests, must promptly report their suspicions to the building principal or superintendent. The superintendent must notify the Department of Education's Statewide Assessment Office and follow the Department's protocol for Reporting and Investigating Test Security Violations.

Staff members who engage in or enable students to engage in academic dishonesty in any testing or assessment will be subject to discipline up to and including the immediate cancellation of their employment contract.

Adopted on: _____
Revised on: _____
Reviewed on: _____

Redline

4048
Assessment Administration and Security

The purpose of all testing and assessments is to measure students' knowledge, skills or abilities in the area tested. All staff members are prohibited from engaging in any behavior that adversely affects the validity of test scores as a measure of student achievement. This policy applies to all national, state, and local assessments, including both standardized and general classroom assessments.

1. Assessment Responsibilities

a. Each building principal, in consultation with the Superintendent and classroom teachers, will be responsible for:

- overseeing the scheduling of state administered assessments, training all staff who administer assessments, and ensuring that all assessments, including make-up testing, is completed within required testing windows;
- obtaining Standards, Assessment and Accountability Updates from the Department of Education and circulating the relevant portions of those updates to other staff members;
- informing the board of education of changes to the Nebraska ~~State Accountability~~Student-Centered Assessment System Security Procedures; and
- signing and enforcing the ~~Nebraska State Accountability Test~~Nebraska Student-Centered Assessment System Security Agreement.

b. Every classroom teacher or other staff member who administers assessments is responsible for:

- complying with the Nebraska ~~State Accountability~~Student-Centered Assessment System Security Procedures;

- taking all reasonable and prudent steps to ensure the accuracy and integrity of all academic testing, including statewide assessments; and

- ensuring the security of all test materials.

2. Security Violations and Cheating

a. Classroom assessments

Staff members who suspect students of having cheated on a classroom assessment should conduct a reasonable inquiry and impose consequences on the student consistent with classroom rules and the student handbook.

b. State Accountability Tests

Staff members who suspect a breach of security on State Accountability Tests, must promptly report their suspicions to the building principal or superintendent. The superintendent must notify the Department of Education's Statewide Assessment Office and follow the Department's protocol for Reporting and Investigating Test Security Violations.

Staff members who engage in or enable students to engage in academic dishonesty in any testing or assessment will be subject to discipline up to and including the immediate cancellation of their employment contract.

Adopted on: _____
Revised on: _____
Reviewed on: _____

Current

4048
Assessment Administration and Security

The purpose of all testing and assessments is to measure students' knowledge, skills or abilities in the area tested. All staff members are prohibited from engaging in any behavior that adversely affects the validity of test scores as a measure of student achievement. This policy applies to all national, state, and local assessments, including both standardized and general classroom assessments.

1. **Assessment Responsibilities**

   a. Each building principal, in consultation with the Superintendent or his/her designee and classroom teachers, will be responsible for:

   - overseeing the scheduling of state administered assessments, and ensuring that all assessments, including make-up testing, is completed within relevant testing windows
   - obtaining Standards, Assessment and Accountability Updates from the Department of Education and circulating the relevant portions of those updates to other staff members
   - informing the board of education of changes to the Nebraska State Accountability Security Procedures; and
   - signing and enforcing the Nebraska State Accountability Test Security Agreement.

   b. Every classroom teacher or other staff member who administers assessments is responsible for:

   - complying with the Nebraska State Accountability Security Procedures; and
   - taking all reasonable and prudent steps to ensure the accuracy and integrity of all academic testing, including statewide assessments.

2. **Security Violations and Cheating**

   a. **Classroom assessments**

   Staff members who suspect students of having cheated on a classroom assessment should conduct a reasonable inquiry and impose consequences on the student consistent with classroom rules and the student handbook.

   b. **State Accountability Tests**

Staff members who suspect a breach of security on State Accountability Tests, must promptly report their suspicions to the building principal or superintendent. The superintendent must notify the Department of Education's Statewide Assessment Office and follow the Department's protocol for Reporting and Investigating Test Security Violations.

c. Staff members who engage in or enable students to engage in academic dishonesty in any testing or assessment will be subject to discipline up to and including the immediate cancellation of their employment contract.

Adopted on: July 25, 2016
Revised on:
Reviewed on: July 25, 2016

4052
Job References to Prospective Employers

All requests for employment-related references or employment history by prospective employers of current or former employees must be referred to a member of the administrative team. The administrator will either provide a reference in compliance with this policy or will forward the request to the superintendent.

If the school district is subject to a written separation agreement regarding a particular employee, the terms of that agreement will govern the district's response to requests for information, regardless of any written consent provided to the school district.
If the school district is not bound by a separation agreement and receives a legally enforceable written consent to release information, the district may provide the information authorized by that document. The school district may provide additional truthful information to prospective employers of current and former employees in accordance with this policy.

Employees Suspected of Sexual Misconduct Against a Minor or Student

Apart from the routine transmission of administrative and personnel files or unless otherwise permitted by law, the district and any employee, contractor, or agent of the school district is prohibited from providing any employee any assistance in obtaining a new job if the school district or the individual acting for the school district has probable cause to believe said employee has engaged in sexual misconduct with a student or minor in violation of the law.

Adopted on: _____
Revised on: _____
Reviewed on: _____

Redline

4052
Job References to Prospective Employers

All requests for employment-related references or employment history by prospective employers of current or former employees must be referred to a member of the administrative team. The administrator will either provide a reference in compliance with this policy or will forward the request to the superintendent.

Formatted: Left, Indent: First line: 0", Tab stops: 3.25", Centered

If the school district is subject to a written separation agreement regarding a particular employee, the terms of that agreement will govern the district's response to requests for information, regardless of any written consent provided to the school district.

Formatted: Indent: First line: 0"

If the school district is not bound by a separation agreement and receives a legally enforceable written consent to release information, the district may provide the information authorized by that document. The school district may provide additional truthful information to prospective employers of current and former employees in accordance with this policy.

Formatted: Font: Bold

Employees Suspected of Sexual Misconduct Against a Minor or Student

Apart from the routine transmission of administrative and personnel files or unless otherwise permitted by law, the district and any employee, contractor, or agent of the school district is prohibited from providing any employee any assistance in obtaining a new job if the school district or the individual acting for the school district has probable cause to believe said employee has engaged in sexual misconduct with a student or minor in violation of the law.

Formatted: Font: (Default) Verdana

Formatted: Indent: First line: 0"

Adopted on: _____
Revised on: _____
Reviewed on: _____

Current

4052
Job References to Prospective Employers For Current and Former Employees

All requests for employment-related references or employment history by prospective employers of current or former employees must be referred to a member of the administrative team. The administrator will either provide a reference in compliance with this policy or will forward the request to the superintendent.

If the school district is subject to a written separation agreement regarding a particular employee, the terms of that agreement will govern the district's response to requests for information, regardless of any written consent provided to the school district.

If the school district is not bound by a separation agreement and receives a legally enforceable written consent to release information, the district will provide the information authorized by that document. The school district will not provide any additional information to prospective employers of current or former employees.

Adopted on: July 25, 2016
Revised on:
Reviewed on: July 25, 2016

5002
Admission of Students

Students shall be admitted to the school district who are:

- legal residents of the school district or otherwise entitled by Nebraska law to attend the schools of the district tuition-free;
- approved for option enrollment pursuant to policy;
- approved as foreign exchange students pursuant to policy;
- legal residents of a district that has contracted with this district for their educational services;
- statutorily entitled to attend the schools of the district on a part-time basis pursuant to policy; or
- out-of-state students who have been enrolled pursuant to policy.

Students who have been placed in a foster home within the school district are not residents of the district and will not be permitted to enroll unless the district has received a written determination from the Nebraska Department of Health and Human Services that it is in the best interests of the student not to attend his or her district of residence.

Prior to enrolling any student who is a ward of the state of Nebraska or a ward of any court, the district will ask to review a completed copy of the "Education Court Report Form" promulgated by the Nebraska Supreme Court's Commission on Children and Families in the Courts – Education Sub-Committee. If there is no such completed form, district staff will offer assistance to the appropriate responsible individual in securing the information necessary to complete the form as part of the district's enrollment process.

Except in adult education classes or when otherwise required by law, no student who is of 21 years of age or older, or who has earned a high school diploma or its equivalent will be allowed to be enrolled in or continue to attend school in the district.

Students who seek to enroll in the district must comply with each board policy, state statute and regulation that applies to their

situation. Grade level placement will be determined in accordance with district policy.

Adopted on: _____
Revised on: _____
Reviewed on: _____

NEBRASKA JUVENILE COURTS' EDUCATION COURT REPORT

Instructions: The Nebraska Supreme Court's Commission on Children and Families in the Courts -- Education Sub-Committee has developed the ***Nebraska Juvenile Courts: Education Court Report*** to assist judges in ensuring the academic needs of court-involved children and youth are addressed as well as the developmental needs of infants and toddlers. The ***Education Court Report*** contains a series of questions designed to provide the judge with pertinent information about the child's education and development. The extent to which all or only a portion of those questions are explored will vary based on the child's age and specific circumstances. Use of the ***Education Court Report*** promotes the expectation that child welfare and juvenile justice professionals have ongoing communication with the child's school, preschool or child care provider and are prepared to report relevant information to the Court. Once completed, the ***Education Court Report*** may contain confidential information under state and federal law and should not be released without a Court order.

Child's Name _____ **DOB** _____ **Age** _____
Court _____ **Judge** _____ **Docket** _____ **Page** _____
Completed By _____ **Date** _____

ENROLLMENT

Is the child enrolled in school, preschool or child care?

☐ **Yes** Name of Current School, Preschool or Child Care _____

Type of School, Preschool or Child Care _____ Length of Attendance _____

Grade Level _____

If the child is under 5, how was the preschool or child care chosen and by whom:

☐ **No** Reason(s) why the child is not enrolled:

EDUCATIONAL STABILITY

Is the child attending the same school, preschool or child care?

☐ **Yes**

☐ **No** Name of New School, Preschool or Child Care _____

Date and reason(s) for this change _____

Number of prior changes in the school attended since child's court involvement _____

COMPLETE THIS SECTION FOR DHHS-CFS STATE WARDS ONLY:

Has an *Educational Stability Plan* been jointly developed by DHHS, the school of origin and the child's parents (or education surrogate) following removal from the home? ☐ Yes ☐ No Has this been updated every six (6) months thereafter? ☐ Yes ☐ No

Has the current change in the school attended been determined to be in the child's "Best Interest"? ☐ Yes ☐ No

Does the school and DHHS-CFS agree that this current change is in the child's "Best Interest"? ☐ Yes ☐ No

If No, explain how dispute resolved _____

"Best Interest" Considerations taken into account by the school:

"Best Interest" Considerations taken into account by DHHS-CFS:

Efforts taken by the school and DHHS-CFS for the child to remain in the school of origin, same preschool or child care:

Revised Date: January 20, 2017
Source: Nebraska Supreme Court Commission on Children and Families in the Courts – Education Sub-Committee

EDUCATION DECISION-MAKING

Have the child's parents retained education decision-making rights?

☐ **Yes**

☐ **No** Has a surrogate for education decision-making been appointed?

☐ Yes Name of Education Surrogate _____

☐ No Who is making education decisions on behalf of the child? _____

CAPTA (*Child Abuse Prevention and Treatment Act*) - COMPLETE THIS SECTION FOR DHHS CFS STATE WARDS ONLY

If the child is under 5, has a CAPTA Screening been conducted?

☐ **Yes** Did the child screen eligible for a full CAPTA Evaluation? ☐ Yes ☐ No

Has the CAPTA Evaluation been conducted? ☐ Yes ☐ No

Who made the referral? _____

☐ **No**

ATTENDANCE

Has the child been tardy or absent from school, preschool or child care this year?

☐ **Yes** Number and Reason(s) for tardiness, excused absences and/or unexcused absences since last court hearing:

Steps taken to address the child's tardiness and/or absences:

☐ **No**

TRANSPORTATION AND SUPPLIES

How is the child getting to and from school, preschool or child care?

☐ School Bus ☐ Self (Walking or Driving) ☐ Public Transportation (Bus or Taxi)

☐ Foster Parent ☐ Case Manager ☐ Other _____

Distance Travelled _____

Are additional transportation arrangements needed for the child to continue attending the school of origin, same preschool or child care?

☐ **Yes** Additional Transportation Needed _____

☐ **No**

Does the child have the supplies and equipment needed for school, preschool or child care?

☐ **Yes**

☐ **No** Supplies and Equipment Needed _____

ACADEMIC PERFORMANCE AND GRADUATION

Is the child performing at the appropriate grade level in the core courses of Reading, Language Arts, Math, Science and Social Studies?

☐ **Yes**

☐ **No** Educational Services provided by the school to assist the child:

☐ Tutoring or Academic Support Services ☐ Summer School

☐ Online Courses and Assistance ☐ Other _____

Child's Grade Point Average (GPA) _____ *Number of Credits Earned To-Date* _____

Number of Credits Needed to Graduate _____ *from* _____ *High School*
(Specify School District / High School)

Is the child currently behind in academic credits required to graduate from high school?

☐ **Yes** Educational Services provided by the school to assist the child _____

☐ **No**

COMPLETE THIS SECTION FOR DHHS-CFS STATE WARDS ONLY:

If the child is under 5, is he or she on track developmentally?

☐ **Yes**

☐ **No**

By what means was the child's development assessed? _____

If the child is under 5, what has been done to promote educational readiness?

☐ Preschool ☐ Pre-Kindergarten Program

☐ Child Care ☐ EDN (Early Development Network)

☐ Other _____

HEALTH FACTORS AFFECTING EDUCATION

Does the child have any health factors which may affect his or her ability to learn or attend school, preschool or child care regularly?

☐ **Yes** Health Factors:

Impact on the child's development and/or education:

Supports provided by the school, preschool or child care to assist the child:

☐ **No**

CHILDREN WITH DISABILITIES

If the child has or is suspected of having a disability which may affect learning, has he or she been evaluated for eligibility and services under Section 504 of the Rehabilitation Act or special education services under IDEA?

☐ **Yes** Evaluation Results:

☐ **No** Should an Evaluation under Section 504 be requested? ☐ Yes ☐ No

Should a Multi-Disciplinary Team (MDT) Evaluation for special education services be requested? ☐ Yes ☐ No

Does the child have a current 504 Plan, Multi-Disciplinary Team (MDT) Report, Individualized Education Plan (IEP) or Individualized Family Service Plan (IFSP)?

☐ **Yes** ☐ 504 Plan ☐ MDT Report ☐ IEP ☐ IFSP (for Infants and Toddlers)

Is this plan meeting the child's educational and/or developmental needs? ☐ Yes ☐ No

☐ **No**

SUSPENSION AND EXPULSION

Has the child been suspended or expelled from school, preschool or child care?

☐ **Yes** Number, Reason(s) and Length of suspension or expulsion since last court hearing:

Alternative Educational Services provided by the school, preschool or child care:

☐ **No**

EXTRACURRICULAR ACTIVITIES, INTERESTS AND TALENTS

What are the child's interests and talents? _____

Is the child involved in extracurricular activities?

☐ **Yes** Extracurricular Activities _____

☐ **No**

Does the child have the supplies and equipment needed to participate in extracurricular activities?

☐ **Yes**

☐ **No** Supplies and Equipment needed _____

POST-SECONDARY EDUCATION AND EMPLOYMENT

What are the child's plans after high school?

☐ Post-Secondary Education _____ ☐ Employment _____

☐ Military _____ ☐ Other _____

COMPLETE THIS SECTION FOR DHHS-CFS STATE WARDS ONLY:

Does the child have a DHHS-CFS Independent Living Plan?

☐ **Yes** Does this plan meet the child's independent living needs? ☐ Yes ☐ No

☐ **No** Does a plan need to be developed? ☐ Yes ☐ No

*Acknowledgements: The **Nebraska Juvenile Court: Education Court Report** was adapted from the national model, **Asking the Right Questions II: Judicial Checklists to Meet the Educational Needs of Children and Youth in Foster Care**, created by the National Council of Juvenile and Family Court Judges and Casey Family Programs, as well as **Nebraska's Judicial Checklist to Address the Educational Needs of Students in Out-of-Home Care** developed by the Nebraska Department of Education.*

Redline

5002
Admission of Students

Field Code Changed

Formatted: Tab stops: Not at 0.5"

Students shall be admitted to the school district who are:

- legal residents of the school district or otherwise entitled by Nebraska law to attend the schools of the district tuition-free;
- approved for option enrollment pursuant to policy;
- approved as foreign exchange students pursuant to policy;
- legal residents of a district that has contracted with this district for their educational services;
- statutorily entitled to attend the schools of the district on a part-time basis pursuant to policy; or
- out-of-state students who have been enrolled pursuant to policy.

Students who have been placed in a foster home within the school district are not residents of the district and will not be permitted to enroll unless the district has received a written determination from the Nebraska Department of Health and Human Services that it is in the best interests of the student not to attend his or her district of residence.

Prior to enrolling any student who is a ward of the state of Nebraska or a ward of any court, the district will ask to review a completed copy of the "Education Court Report Form" promulgated by the Nebraska Supreme Court's Commission on Children and Families in the Courts – Education Sub-Committee. If there is no such completed form, district staff will offer assistance to the appropriate responsible individual in securing the information necessary to complete the form as part of the district's enrollment process.

Except in adult education classes or when otherwise required by law, no student who is of 21 years of age or older, or who has earned a high school diploma or its equivalent will be allowed to be enrolled in or continue to attend school in the district.

Students who seek to enroll in the district must comply with each board policy, state statute and regulation that applies to their

165

situation. Grade level placement will be determined in accordance with district policy.

Adopted on: _____
Revised on: _____
Reviewed on: _____

Current

5002
Admission of Students

Students shall be admitted to the school district who are:

- legal residents of the school district or otherwise entitled by Nebraska law to attend the schools of the district tuition-free;
- approved for option enrollment pursuant to policy;
- approved as foreign exchange students pursuant to policy;
- legal residents of a district that has contracted with this district for their educational services;
- statutorily entitled to attend the schools of the district on a part-time basis pursuant to policy; or
- out-of-state students who have been enrolled pursuant to policy.

Students who have been placed in a foster home within the school district are not residents of the district and will not be permitted to enroll unless the district has received a written determination from the Nebraska Department of Health and Human Services that it is in the best interests of the student not to attend his or her district of residence.

Except in adult education classes or when otherwise required by law, no student who is of 21 years of age or older, or who has earned a high school diploma or its equivalent will be allowed to be enrolled in or continue to attend school in the district.

Students who seek to enroll in the district must comply with each board policy, state statute and regulation that applies to their situation. Grade level placement will be determined in accordance with district policy.

Adopted on: August 15, 2017
Revised on: _____
Reviewed on: April 22, 2019

Proposed 2019

5016
Student Records

The school district shall manage student records and reports as is necessary for effective administration and in compliance with law. In general "student records" shall not include transitory communications such as e-mail, text messages, handwritten communication between school and home, and the like, and these items will not generally be maintained by the district. "Student records" also shall not include any records created and maintained by the district's law enforcement unit for a law enforcement purpose.

For purposes of the district's compliance with state and federal law, the district "maintains" student records which are printed and kept in the student's physical file or which school district staff have intentionally saved within the official school district digital student information system that specifically identifies the student for whom those records are maintained. The school district may also use learning management systems, which deliver and manage instructional content. The school district maintains student records within its student information system but not in its learning management system. The official school district student information system is SIMS.

Each building principal will assign responsibilities for the preparation and maintenance of records and will ensure compliance with the applicable federal and state laws, regulations, and record retention schedules regarding their storage and use in the building. No "student record" or record required to be retained by the Nebraska Secretary of State's Record Retention Schedules applicable to the district will be destroyed unless it is first saved in a retrievable, digital format. This includes only records required to be kept by the applicable Retention Schedules and "student records" as defined by state and federal law, and this policy does not prohibit the district from following its record expungement procedures for all other records.

Students or their parents, guardians, teachers, counselors, or school administrators shall have access to the school's files or records maintained concerning themselves or their students. For purposes of this policy, "teachers" include paraeducators and volunteers who are providing educational services to a student on behalf of the School District. "School officials" include attorneys; members of law enforcement acting on behalf of the school district; representatives of insurance providers that provide coverage to the school district; and third-party website operators who have

contracted with the school district or its agent to offer online programs for the benefit of students and the district. All disciplinary material shall be removed and destroyed upon the pupil's graduation or after the pupil's continuous absence from the school for a period of three years, and after authorization is given by the State Records Board pursuant to state law. Upon request, the school district will disclose education records without consent to officials of another school district in which a student seeks or intends to enroll.

Outside agencies such as physicians, probation officers, psychologists, child guidance clinics, and other agencies concerned with child welfare who are working directly with a child may have access to information pertaining to that child with written parental consent or upon issuance of a valid court order.

The school district shall share student data, records, and information with school districts, educational service units, learning communities, and the State Department of Education to the fullest extent practicable unless otherwise prohibited by law. This includes sharing information with the Department of Education necessary to comply with the requirement of state law that all third-year high school students take a college entrance exam. Any redisclosure of information related to the administration of this exam shall be governed by the agreement between the Nebraska Department of Education and the third-party testing company.

Each year, the school district will notify parents and guardians of their rights under this policy and the Family Educational Rights and Privacy Act.

Adopted on: _____
Revised on: _____
Reviewed on: _____

Redline

5016
Student Records

Field Code Changed

Field Code Changed

The school district shall manage student records and reports as is necessary for effective administration and in compliance with law. In general "student records" shall not include transitory communications such as e-mail, text messages, handwritten communication between school and home, and the like, and these items will not generally be maintained by the district. [**Insert only if you have adopted the policy designating a Law Enforcement Unit**] "Student records" also shall not include any records created and maintained by the district's law enforcement unit for a law enforcement purpose.

[OPTION 1] For purposes of the district's compliance with state and federal law, the district "maintains" only those student records which are reduced to paper or physical format and placed within a student's file in the district's central offices or in the file pertaining to the student's special education or Section 504 services. Records which can be printed in paper form must be printed in order to be "maintained." Other records such as video recordings, which constitute student records, must be reduced to a physical medium in order to be "maintained." For example, a video must be put on a compact disk or other compatible hardware and placed within the student's file to be "maintained."

[OPTION 2] For purposes of the district's compliance with state and federal law, the district "maintains" student records which are printed and kept in the student's physical file or which school district staff have intentionally saved within the official school district digital student information system that specifically identifies the student for whom those records are maintained. The school district may also use learning management systems, which deliver and manage instructional content. The school district maintains student records within its student information system but not in its learning management system. The official school district student information system is _____ [INSERT YOUR SYSTEM, E.G. POWERSCHOOL, INFINITE CAMPUS, ETC.]

[OPTION 3] For purposes of the district's compliance with state and federal law, the district "maintains" as "student records" all records, files, and documents which are located in any format and within any storage unit of the district, whether in hard copy, digital, or otherwise.

Each building principal will assign responsibilities for the preparation and maintenance of records and will ensure compliance with the applicable

federal and state laws, regulations, and record retention schedules regarding their storage and use in the building. No "student record" or record required to be retained by the Nebraska Secretary of State's Record Retention Schedules applicable to the district will be destroyed unless it is first saved in a retrievable, digital format. This includes only records required to be kept by the applicable Retention Schedules and "student records" as defined by state and federal law, and this policy does not prohibit the district from following its record expungement procedures for all other records.

Students or their parents, guardians, teachers, counselors, or school administrators shall have access to the school's files or records maintained concerning themselves or their students. For purposes of this policy, "teachers" include paraeducators and volunteers who are providing educational services to a student on behalf of the School District. "School ~~administrators~~officials" include attorneys~~,~~; members of law enforcement acting on behalf of the school district; representatives of insurance providers that provide coverage to the school district; ~~as well as~~and third-party website operators who have contracted with the school district or its agent to offer online programs for the benefit of students and the district. ~~No other person shall have access thereto nor shall the contents thereof be divulged in any manner to any unauthorized person.~~ All disciplinary material shall be removed and destroyed upon the pupil's graduation or after the pupil's continuous absence from the school for a period of three years, and after authorization is given by the State Records Board pursuant to state law. Upon request, the school district will disclose education records without consent to officials of another school district in which a student seeks or intends to enroll.

Outside agencies such as physicians, probation officers, psychologists, child guidance clinics, and other agencies concerned with child welfare who are working directly with a child may have access to information pertaining to that child with written parental consent or upon issuance of a valid court order.

The school district shall share student data, records, and information with school districts, educational service units, learning communities, and the State Department of Education to the fullest extent practicable unless otherwise prohibited by law. This includes sharing information with the Department of Education necessary to comply with the requirement of state law that all third--year high school students take a college entrance exam. Any redisclosure of information related to the administration of this exam shall be governed by the agreement between the Nebraska Department of Education and the third-party testing company.

Each year, the school district will notify parents and guardians of their rights under this policy and the Family Educational Rights and Privacy Act.

Adopted on: _____
Revised on: _____
Reviewed on: _____

Current

5016
Student Records

The school district shall manage student records and reports as is necessary for effective administration and in compliance with law. In general "student records" shall not include transitory communications such as e-mail, text messages, handwritten communication between school and home, and the like, and these items will not generally be maintained by the district.

For purposes of the district's compliance with state and federal law, the district "maintains" student records which are printed and kept in the student's physical file or which school district staff have intentionally saved within the official school district digital student information system that specifically identifies the student for whom those records are maintained. The school district may also use learning management systems, which deliver and manage instructional content. The school district maintains student records within its student information system but not in its learning management system. The official school district student information system is SIMS.

Each building principal will assign responsibilities for the preparation and maintenance of records and will ensure compliance with the applicable federal and state laws, regulations, and record retention schedules regarding their storage and use in the building. No "student record" or record required to be retained by the Nebraska Secretary of State's Record Retention Schedules applicable to the district will be destroyed unless it is first saved in a retrievable, digital format. This includes only records required to be kept by the applicable Retention Schedules and "student records" as defined by state and federal law, and this policy does not prohibit the district from following its record expungement procedures for all other records.

Students or their parents, guardians, teachers, counselors, or school administrators shall have access to the school's files or records maintained concerning themselves or their students. For purposes of this policy, "teachers" include paraeducators and volunteers who are providing educational services to a student on behalf of the School District. "School administrators" include attorneys, members of law enforcement acting on behalf of the school district as well as third-party website operators who have contracted with the school district or its agent to offer online programs for the benefit of students and the district. No other person shall have access thereto nor shall the contents thereof be divulged in any manner to any unauthorized person. All disciplinary material shall be removed and destroyed upon the pupil's graduation or after the pupil's continuous absence from the school for a period of three years, and after authorization is given by the State Records Board pursuant to state law. Upon request, the school district will disclose education records without consent to officials of another school district in which a student seeks or intends to enroll.

Outside agencies such as physicians, probation officers, psychologists, child guidance clinics, and other agencies concerned with child welfare who are working directly with a child may have access to information pertaining to that child with written parental consent or upon issuance of a valid court order.

The school district shall share student data, records, and information with school districts, educational service units, learning communities, and the State Department of Education to the fullest extent

practicable unless otherwise prohibited by law.

Each year, the school district will notify parents and guardians of their rights under this policy and the Family Educational Rights and Privacy Act.

Adopted on: July 25, 2016
Revised on:
Reviewed on: July 25, 2016

Proposed 2019

5017
Routine Directory Information

The school district shall disclose the following as routine directory information pertaining to any past, present or future student who is, has been, or will be regularly enrolled in the district.

- Name and grade
- Name of parent and/or guardian
- Address
- Telephone number, including the student's cell phone number
- E-mail address
- Date and place of birth
- Dates of attendance
- The image or likeness of students in pictures, videotape, film or other medium
- Major field of study
- Participation in activities and sports
- Degrees and awards received
- Social media usernames or handles
- Weight and height of members of athletic teams
- Most recent previous school attended
- Certain class work which may be published onto the Internet
- Classroom assignment and/or home room teacher
- Student ID number, user ID, or other unique personal identifier used by the student for purposes of accessing or communicating in electronic systems, but only if the identifier cannot be used to gain access to education records except when used in conjunction with one or more factors that authenticate the user's identity, such as a personal identification number (PIN), password, or other factor known or possessed only the authorized user.

Directory information does not include a student's social security number.

Upon request, the district will provide military recruiters and institutions of higher education with the names, addresses, and telephone numbers of high school students unless a student's parents have notified the district in writing that they do not want this information disclosed without their prior written consent. Military recruiters will be granted the same access to a student in a high school grade as is provided to postsecondary educational institutions or to prospective employers of such students.

Within 30 days prior to or following the commencement of each school year and, for a new student who enrolls after the commencement of a school year, within 30 days following such enrollment, the district will notify parents and guardians each year of their rights under this policy and the Family Educational Rights and Privacy Act. Parents will be given an opportunity to prevent the release of this directory information by filing a written objection with the district.

When a student reaches 18 years of age, the permission or consent required of and the rights accorded to the parents or guardians of such student under this policy shall only be required of and accorded to such student. Within 30 days prior to or following the commencement of each school year and, for a new student who enrolls after the commencement of a school year, within 30 days following such enrollment, each school district shall notify each student who is at least 18 years of age or who will reach 18 years of age during such school year of (1) the option to make a written request to the school district that routine directory information for such student not be released in response to a request made by a military recruiter without such student's written consent and (2) that any such request made previously by a parent or guardian for such student expires upon the student reaching 18 years of age.

Adopted on: _____
Revised on: _____
Reviewed on: _____

Redline

5017
Routine Directory Information

Field Code Changed

The school district shall disclose the following as routine directory information pertaining to any past, present or future student who is, has been, or will be regularly enrolled in the district.

- Name and grade
- Name of parent and/or guardian
- Address
- Telephone number, including the student's cell phone number
- E-mail address
- Date and place of birth
- Dates of attendance
- The image or likeness of students in pictures, videotape, film or other medium
- Major field of study
- Participation in activities and sports
- Degrees and awards received
- Social media usernames or handles
- Weight and height of members of athletic teams
- Most recent previous school attended
- Certain class work which may be published onto the Internet
- Classroom assignment and/or home room teacher
- Student ID number, user ID, or other unique personal identifier used by the student for purposes of accessing or communicating in electronic systems, but only if the identifier cannot be used to gain access to education records except when used in conjunction with one or more factors that authenticate the user's identity, such as a personal identification number (PIN), password, or other factor known or possessed only the authorized user.

Directory information does not include a student's social security number.

Upon request, the district will provide military recruiters and institutions of higher education with the names, addresses, and telephone ~~listings~~ numbers of high school students unless a student's parents have notified the district in writing that they do not want this information disclosed without their prior written consent. Military recruiters will be granted the same access to a student in a high school grade as is provided to postsecondary educational institutions or to prospective employers of such students.

Within 30 days prior to or following the commencement of each school year and, for a new student who enrolls after the commencement of a school year, within 30 days following such enrollment, ~~The~~ the district will notify parents and guardians each year of their rights under this policy and the Family Educational Rights and Privacy Act. Parents will be given ~~to~~ an opportunity to prevent the release of this directory information by filing a written objection with the district.

When a student reaches 18 years of age, the permission or consent required of and the rights accorded to the parents or guardians of such student under this policy shall only be required of and accorded to such student. Within 30 days prior to or following the commencement of each school year and, for a new student who enrolls after the commencement of a school year, within 30 days following such enrollment, each school district shall notify each student who is at least 18 years of age or who will reach 18 years of age during such school year of (1) the option to make a written request to the school district that routine directory information for such student not be released in response to a request made by a military recruiter without such student's written consent and (2) that any such request made previously by a parent or guardian for such student expires upon the student reaching 18 years of age.

Adopted on: _____
Revised on: _____
Reviewed on: _____

178

Current

5017
Routine Directory Information

The school district shall disclose the following as routine directory information pertaining to any past, present or future student who is, has been, or will be regularly enrolled in the district.

- Name and grade
- Name of parent and/or guardian
- Address
- Telephone number, including the student's cell phone number
- E-mail address
- Date and place of birth
- Dates of attendance
- The image or likeness of students in pictures, videotape, film or other medium
- Major field of study
- Participation in activities and sports
- Degrees and awards received
- Social media usernames or handles
- Weight and height of members of athletic teams
- Most recent previous school attended
- Certain class work which may be published onto the Internet
- Classroom assignment and/or home room teacher
- Student ID number, user ID, or other unique personal identifier used by the student for purposes of accessing or communicating in electronic systems, but only if the identifier cannot be used to gain access to education records except when used in conjunction with one or more factors that authenticate the user's identity, such as a personal identification number (PIN), password, or other factor known or possessed only the authorized user.

Directory information does not include a student's social security number.

Upon request, the district will provide military recruiters and institutions of higher education with the names, addresses and telephone listings of high school students unless a student's parents have notified the district that they do not want this information disclosed without their prior written consent

The district will notify parents and guardians each year of their rights under this policy and the Family Educational Rights and Privacy Act. Parents will be given the opportunity to prevent the release of this directory information by filing a written objection with the district.

Adopted on: July 9, 2018
Revised on:
Reviewed on: June 25, 2018

5035
Student Discipline

Administrative and teaching personnel may take actions regarding student behavior, other than those specifically provided in this policy and the Student Discipline Act, which are reasonably necessary to aid the student, further school purposes, or prevent interference with the educational process. Such actions may include, but need not be limited to, counseling of students, parent conferences, rearrangement of schedules, requirements that a student remain in school after regular hours to do additional work, restriction of extracurricular activity, or requirements that a student receive counseling, psychological evaluation, or psychiatric evaluation upon the written consent of a parent or guardian to such counseling or evaluation. Disciplinary consequences may also include in-school suspension, Saturday School, and any other consequence authorized by law. District administrators may develop building-specific protocols for the imposition of student discipline.

In this policy, references to "Principal" shall include building principals, the principal's designee, or other appropriate school district administrators.

Any statement, notice, recommendation, determination, or similar action specified in this policy shall be effectively given at the time written evidence thereof is delivered personally to or upon receipt of certified or registered mail or upon actual knowledge by a student or his or her parent or guardian.

Any student who is suspended or expelled from school pursuant to this policy may not participate in any school activity during the duration of that exclusion including adjacent school holidays and weekends. The student activity eligibility of a student who is mandatorily reassigned shall be determined on a case-by-case basis by the principal of the building to which the student is reassigned.

Short-Term Suspension

The Principal may exclude students from school or any school function for a period of up to five school days (short-term suspension) on the following grounds:

1. Conduct constituting grounds for expulsion as hereinafter set forth; or,

2. Other violations of rules and standards of behavior adopted by the Board of Education or the administrative or teaching staff of the school, that occur on or off school grounds, if such conduct interferes

with school purposes or there is a connection between such conduct and school.

The following process applies to short-term suspension:

1. The Principal shall make a reasonable investigation of the facts and circumstances. Short-term suspension shall be imposed only after a determination that the suspension is necessary to help any student, to further school purposes, or to prevent an interference with school purposes.

2. Prior to commencement of the short-term suspension, the student will be given oral or written notice of the charges against the student. The student will be advised of what he or she is accused of having done, be given an explanation of the evidence the authorities have, and be given an opportunity to explain the student's version of the facts.

3. Within 24 hours or such additional time as is reasonably necessary following the suspension, the Principal will send a written statement to the student, and the student's parent or guardian, describing the student's conduct, misconduct or violation of the rule or standard and the reasons for the action taken. An opportunity will be given to the student, and the student's parent or guardian, to have a conference with the Principal ordering the short-term suspension before or at the time the student returns to school. The Principal shall determine who, in addition to the parent or guardian, is to attend the conference.

4. Students who are short-term suspended will be given the opportunity to complete classwork including but not limited to examinations or other forms of student work showing academic progress.

Emergency Exclusion

Students may be emergency excluded from school pursuant to the board's separate policy on emergency exclusion or state law.

Weapons and/or Firearms

Students may be disciplined for the possession of weapons and/or firearms pursuant to the board's separate policy on weapons and firearms or state law.

Long-Term Suspension

Students may be excluded by the Principal from school or any school function for a period of more than five school days but less then twenty school days (long-term suspension) for any conduct constituting grounds for expulsion as hereinafter set forth. The process for long-term suspension is set forth below.

Expulsion

1. **Meaning of Expulsion.** Expulsion means exclusion from attendance in all schools, grounds and activities of or within the system for a period not to exceed the remainder of the semester in which it took effect unless the misconduct occurred (a) within ten school days prior to the end of the first semester, in which case the expulsion shall remain in effect through the second semester, or (b) within ten school days prior to the end of the second semester, in which case the expulsion shall remain in effect for summer school and the first semester of the following school year, or (c) unless the expulsion is for conduct specified in these rules or in law as permitting or requiring a longer removal, in which case the expulsion shall remain in effect for the period specified therein. Such action may be modified or terminated by the school district at any time during the expulsion period.

2. **Summer Review.** Any expulsion that will remain in effect during the first semester of the following school year will be automatically scheduled for review before the beginning of the school year. The review will be conducted by the hearing officer who conducted the initial expulsion hearing, or a hearing officer appointed by the Superintendent in the event no hearing was previously held or the initial hearing officer is no longer available or willing to serve, after the hearing officer has given notice of the review to the student and the student's parent or guardian. This review shall be limited to newly discovered evidence or evidence of changes in the student's circumstances occurring since the original hearing. This review may lead to a recommendation by the hearing officer that the student be readmitted for the upcoming school year. If the school board or board of education or a committee of such board took the final action to expel the student, the student may be readmitted only by action of the board. Otherwise the student may be readmitted by action of the Superintendent.

3. **Suspension of Enforcement of an Expulsion**: Enforcement of an expulsion action may be suspended (i.e., "stayed") for a period of not more than one full semester in addition to the balance of the semester

in which the expulsion takes effect, and as a condition of such suspended action, the student may be assigned to a school, class, or program/plan and to such other consequences which the school district deems appropriate.

4. **Alternative School or Pre-expulsion Procedures.** The school shall either provide an alternative school, class or educational program for expelled students or shall follow the pre-expulsion procedures outlined in NEB. REV. STAT. 79-266.

Grounds for Long-Term Suspension, Expulsion or Mandatory Reassignment:

The following conduct constitutes grounds for long-term suspension, expulsion, or mandatory reassignment, subject to the procedural provisions of the Student Discipline Act, NEB. REV. STAT. § 79-254 through 79-296, when such activity occurs on school grounds, in a vehicle owned, leased, or contracted by a school being used for a school purpose or in a vehicle being driven for a school purpose by a school employee or by his or her designee, or at a school-sponsored activity or athletic event:

1. Use of violence, force, coercion, threat, intimidation, or similar conduct in a manner that constitutes a substantial interference with school purposes;
2. Willfully causing or attempting to cause substantial damage to property, stealing or attempting to steal property of substantial value, or repeated damage or theft involving property;
3. Causing or attempting to cause personal injury to a school employee, to a school volunteer, or to any student. Personal injury caused by accident, self-defense, or other action undertaken on the reasonable belief that it was necessary to protect some other person shall not constitute a violation of this subdivision;
4. Threatening or intimidating any student for the purpose of or with the intent of obtaining money or anything of value from such student;
5. Knowingly possessing, handling, or transmitting any object or material that is ordinarily or generally considered a weapon (*see also board policy on weapons and firearms*);
6. Engaging in the unlawful possession, selling, dispensing, or use of a controlled substance or an imitation controlled substance, as defined in section 28-401, a substance represented to be a controlled substance, or alcoholic liquor as defined in section 53-103.02 or being under the influence of a controlled substance or alcoholic liquor (*note: the term "under the influence" for school purposes has a less strict meaning than it does under criminal law; for school purposes, the term means*

any level of impairment and includes even the odor of alcohol on the breath or person of a student; also, it includes being impaired by reason of the abuse of any material used as a stimulant);

7. Public indecency as defined in section 28-806, except that this prohibition shall apply only to students at least twelve years of age but less than nineteen years of age;
8. Engaging in bullying as defined in section 79-2,137 and in these policies;
9. Sexually assaulting or attempting to sexually assault any person if a complaint has been filed by a prosecutor in a court of competent jurisdiction alleging that the student has sexually assaulted or attempted to sexually assault any person, including sexual assaults or attempted sexual assaults which occur off school grounds not at a school function, activity, or event. For purposes of this subdivision, sexual assault means sexual assault in the first degree as defined in section 28-319, sexual assault in the second degree as defined in section 28-320, sexual assault of a child in the second or third degree as defined in section 28-320.01, or sexual assault of a child in the first degree as defined in section 28-319.01, as such sections now provide or may hereafter from time to time be amended;
10. Engaging in any other activity forbidden by the laws of the State of Nebraska which activity constitutes a danger to other students or interferes with school purposes; or
11. A repeated violation of any of the following rules if such violations constitute a substantial interference with school purposes:
    a. The use of language, written or oral, or conduct, including gestures, which is profane or abusive to students or staff members. Profane or abusive language or conduct includes, but is not limited to, that which is commonly understood and intended to be derogatory toward a group or individual based upon race, gender, national origin, or religion;
    b. Dressing or grooming in a manner which violates the school district's dress code and/or is dangerous to the student's health and safety, a danger to the health and safety of others, or which is disruptive, distracting or indecent to the extent that it interferes with the learning and educational process;
    c. Violating school bus rules as set by the school district or district staff;
    d. Possessing, using, selling, or dispensing tobacco, drug paraphernalia, an electronic nicotine delivery system, or a tobacco imitation substance or packaging, regardless of form, including cigars, cigarettes, chewing tobacco, and any other form of tobacco, tobacco derivative product or imitation or electronic cigarettes, vapor pens, etc.;

e. Possessing, using, selling, or dispensing any drug paraphernalia or imitation of a controlled substance regardless of whether the actual substance possessed is a controlled substance by Nebraska law;
f. Possession of pornography;
g. Sexting or the possession of sexting images (a combination of sex and texting - the act of sending sexually explicit messages or photos electronically);
h. Engaging in hazing, defined as any activity expected of someone joining a group, team, or activity that humiliates, degrades or risks emotional and/or physical harm, regardless of the person's willingness to participate. Hazing activities are generally considered to be: physically abusive, hazardous, and/or sexually violating and include but are not limited to the following: personal servitude; sleep deprivation and restrictions on personal hygiene; yelling, swearing and insulting new members/rookies; being forced to wear embarrassing or humiliating attire in public; consumption of vile substances or smearing of such on one's skin; branding; physical beatings; binge drinking and drinking games; sexual simulation and sexual assault;
i. Bullying which shall include cyber-bullying, defined as the use of the internet, including but not limited to social networking sites such as Facebook, cell phones or other devices to send, post or text message images and material intended to hurt or embarrass another person. This may include, but is not limited to; continuing to send e-mail to someone who has said they want no further contact with the sender; sending or posting threats, sexual remarks or pejorative labels (i.e., hate speech); ganging up on victims by making them the subject of ridicule in forums, and posting false statements as fact intended to humiliate the victim; disclosure of personal data, such as the victim's real name, address, or school at websites or forums; posing as the identity of the victim for the purpose of publishing material in their name that defames or ridicules them; sending threatening and harassing text, instant messages or emails to the victims; and posting or sending rumors or gossip to instigate others to dislike and gang up on the target;
j. Violation of the district's computer acceptable computer use policy are subject to discipline, up to and including expulsion;
k. Knowingly possessing, handling, or transmitting any object or material that is ordinarily or generally considered a simulated or "look-a-like" weapon;
l. Using any object to simulate possession of a weapon; and

m. Any other violation of a rule or regulation established by a school district staff member pursuant to authority delegated by the board.

Due Process Afforded to Students Facing Long-term Suspension or Expulsion

The following procedures shall be followed regarding any long-term suspension, expulsion or mandatory reassignment

1. On the date of the decision to discipline, the Principal shall file with the Superintendent a written charge and a summary of the evidence supporting such charge.

2. The Principal shall serve the student and the student's parents or guardian with a written notice by registered or certified mail or personal service within two school days of the date of the decision to recommend long-term suspension or expulsion. The notice shall include the following:

    a. The rule or standard of conduct allegedly violated and the acts of the student alleged to constitute a cause for long-term suspension, expulsion, or mandatory reassignment, including a summary of the evidence to be presented against the student;

    b. The penalty, if any, which the principal has recommended in the charge and any other penalty to which the student may be subject;

    c. A statement that, before long-term suspension, expulsion, or mandatory reassignment for disciplinary purposes can be invoked, the student has a right to a hearing, upon request, on the specified charges;

    d. A description of the hearing procedures provided by the act, along with procedures for appealing any decision rendered at the hearing;

    e. A statement that the principal, legal counsel for the school, the student, the student's parent, or the student's representative or guardian has the right (i) to examine the student's academic and disciplinary records and any affidavits to be used at the hearing concerning the alleged misconduct and (ii) to know the identity

184

of the witnesses to appear at the hearing and the substance of their testimony; and

f. A form on which the student, the student's parent, or the student's guardian may request a hearing, to be signed by such parties and delivered to the principal or superintendent in person or by registered or certified mail.

3. When a notice of intent to discipline a student by long-term suspension, expulsion, or mandatory reassignment is filed with the superintendent, the student may be suspended by the principal until the date the long-term suspension, expulsion, or mandatory reassignment takes effect if no hearing is requested or, if a hearing is requested, the date the hearing examiner makes the report of his or her findings and a recommendation of the action to be taken to the superintendent, if the principal determines that the student must be suspended immediately to prevent or substantially reduce the risk of (a) interference with an educational function or school purpose or (b) a personal injury to the student himself or herself, other students, school employees, or school volunteers.

4. Nothing in this policy shall preclude the student, student's parents, guardian or representative from discussing and settling the matter with appropriate school personnel prior to the hearing stage.

5. If a hearing is requested within five days after receipt of the notice, the Superintendent shall appoint a hearing officer who shall follow the "hearing procedures" outlined below.

6. If a hearing is requested more than five school days following the receipt of the written notice, but not more than thirty calendar days after receipt, the Superintendent shall appoint a hearing officer who shall follow the "hearing procedures" outlined below, except that the time constraints set forth may differ as provided by law and this policy. The student shall be entitled to a hearing but the consequence imposed may continue in effect pending final determination.

7. If a request for hearing is not received within thirty calendar days following the mailing or delivery of the written notice, the student shall not be entitled to a hearing.

In the event a hearing is requested, the hearing, hearing procedures, the student's rights and any appeals or judicial review permitted by law shall be governed by the applicable provisions of the Nebraska Student Discipline

Act (NEB. REV. STAT. § 79-254 to 79-294). The school district will provide parents with copies of the relevant statutes upon request.

Reporting Requirement to Law Enforcement

Violations of this section will result in a report to law enforcement if:

1. The violation includes possession of a firearm;
2. The violation results in child abuse;
3. It is a violation of the Nebraska Criminal Code that the administration believes cannot be adequately addressed solely by discipline from the school district;
4. It is a violation of the Nebraska Criminal Code that endangers the health and welfare of staff or students;
5. It is a violation of the Nebraska Criminal Code that interferes with school purposes;
6. The report is required or requested by law enforcement or the county attorney.

Adopted on: _____
Revised on: _____
Reviewed on: _____

Redline

5035
Student Discipline

Field Code Changed

Administrative and teaching personnel may take actions regarding student behavior, other than those specifically provided in this policy and the Student Discipline Act, which are reasonably necessary to aid the student, further school purposes, or prevent interference with the educational process. Such actions may include, but need not be limited to, counseling of students, parent conferences, rearrangement of schedules, requirements that a student remain in school after regular hours to do additional work, restriction of extracurricular activity, or requirements that a student receive counseling, psychological evaluation, or psychiatric evaluation upon the written consent of a parent or guardian to such counseling or evaluation. Disciplinary consequences may also include in-school suspension, Saturday School, and any other consequence authorized by law. District administrators may develop building-specific protocols for the imposition of student discipline.

In this policy, references to "Principal" shall include building principals, the principal's designee, or other appropriate school district administrators.

Any statement, notice, recommendation, determination, or similar action specified in this policy shall be effectively given at the time written evidence thereof is delivered personally to or upon receipt of certified or registered mail or upon actual knowledge by a student or his or her parent or guardian.

Any student who is suspended or expelled from school pursuant to this policy may not participate in any school activity during the duration of that exclusion including adjacent school holidays and weekends. The student activity eligibility of a student who is mandatorily reassigned shall be determined on a case-by-case basis by the principal of the building to which the student is reassigned.

Short-Term Suspension

The Principal may exclude students from school or any school function for a period of up to five school days (short-term suspension) on the following grounds:

1. Conduct constituting grounds for expulsion as hereinafter set forth; or,

2. Other violations of rules and standards of behavior adopted by the Board of Education or the administrative or teaching staff of the school, that occur on or off school grounds, if such conduct interferes

Field Code Changed
Field Code Changed
Formatted: Centered

with school purposes or there is a connection between such conduct and school.

The following process applies to short-term suspension:

1. The Principal shall make a reasonable investigation of the facts and circumstances. Short-term suspension shall be imposed only after a determination that the suspension is necessary to help any student, to further school purposes, or to prevent an interference with school purposes.

2. Prior to commencement of the short-term suspension, the student will be given oral or written notice of the charges against the student. The student will be advised of what he or she is accused of having done, be given an explanation of the evidence the authorities have, and be given an opportunity to explain the student's version of the facts.

3. Within 24 hours or such additional time as is reasonably necessary following the suspension, the Principal will send a written statement to the student, and the student's parent or guardian, describing the student's conduct, misconduct or violation of the rule or standard and the reasons for the action taken. An opportunity will be given to the student, and the student's parent or guardian, to have a conference with the Principal ordering the short-term suspension before or at the time the student returns to school. The Principal shall determine who, in addition to the parent or guardian, is to attend the conference.

4. Students who are short-term suspended will/will not be given the opportunity to complete classwork, including but not limited to examinations, under the following conditions: _____.

Emergency Exclusion

Students may be emergency excluded from school pursuant to the board's separate policy on emergency exclusion or state law.

Weapons and/or Firearms

Students may be disciplined for the possession of weapons and/or firearms pursuant to the board's separate policy on weapons and firearms or state law.

Long-Term Suspension

Field Code Changed
Field Code Changed
Formatted: Centered

Students may be excluded by the Principal from school or any school function for a period of more than five school days but less then twenty school days (long-term suspension) for any conduct constituting grounds for expulsion as hereinafter set forth. The process for long-term suspension is set forth below.

Expulsion

1. **Meaning of Expulsion.** Expulsion means exclusion from attendance in all schools, grounds and activities of or within the system for a period not to exceed the remainder of the semester in which it took effect unless the misconduct occurred (a) within ten school days prior to the end of the first semester, in which case the expulsion shall remain in effect through the second semester, or (b) within ten school days prior to the end of the second semester, in which case the expulsion shall remain in effect for summer school and the first semester of the following school year, or (c) unless the expulsion is for conduct specified in these rules or in law as permitting or requiring a longer removal, in which case the expulsion shall remain in effect for the period specified therein. Such action may be modified or terminated by the school district at any time during the expulsion period.

2. **Summer Review.** Any expulsion that will remain in effect during the first semester of the following school year will be automatically scheduled for review before the beginning of the school year. The review will be conducted by the hearing officer who conducted the initial expulsion hearing, or a hearing officer appointed by the Superintendent in the event no hearing was previously held or the initial hearing officer is no longer available or willing to serve, after the hearing officer has given notice of the review to the student and the student's parent or guardian. This review shall be limited to newly discovered evidence or evidence of changes in the student's circumstances occurring since the original hearing. This review may lead to a recommendation by the hearing officer that the student be readmitted for the upcoming school year. If the school board or board of education or a committee of such board took the final action to expel the student, the student may be readmitted only by action of the board. Otherwise the student may be readmitted by action of the Superintendent.

3. **Suspension of Enforcement of an Expulsion:** Enforcement of an expulsion action may be suspended (i.e., "stayed") for a period of not more than one full semester in addition to the balance of the semester

Field Code Changed
Field Code Changed
Formatted: Centered

in which the expulsion takes effect, and as a condition of such suspended action, the student may be assigned to a school, class, or program/plan and to such other consequences which the school district deems appropriate.

4. **Alternative School or Pre-expulsion Procedures.** The school shall either provide an alternative school, class or educational program for expelled students or shall follow the pre-expulsion procedures outlined in NEB. REV. STAT. 79-266.

Grounds for Long-Term Suspension, Expulsion or Mandatory Reassignment:

The following conduct constitutes grounds for long-term suspension, expulsion, or mandatory reassignment, subject to the procedural provisions of the Student Discipline Act, NEB. REV. STAT. § 79-254 through 79-296, when such activity occurs on school grounds, in a vehicle owned, leased, or contracted by a school being used for a school purpose or in a vehicle being driven for a school purpose by a school employee or by his or her designee, or at a school-sponsored activity or athletic event:

1. Use of violence, force, coercion, threat, intimidation, or similar conduct in a manner that constitutes a substantial interference with school purposes;
2. Willfully causing or attempting to cause substantial damage to property, stealing or attempting to steal property of substantial value, or repeated damage or theft involving property;
3. Causing or attempting to cause personal injury to a school employee, to a school volunteer, or to any student. Personal injury caused by accident, self-defense, or other action undertaken on the reasonable belief that it was necessary to protect some other person shall not constitute a violation of this subdivision;
4. Threatening or intimidating any student for the purpose of or with the intent of obtaining money or anything of value from such student;
5. Knowingly possessing, handling, or transmitting any object or material that is ordinarily or generally considered a weapon (*see also board policy on weapons and firearms*);
6. Engaging in the unlawful possession, selling, dispensing, or use of a controlled substance or an imitation controlled substance, as defined in section 28-401, a substance represented to be a controlled substance, or alcoholic liquor as defined in section 53-103.02 or being under the influence of a controlled substance or alcoholic liquor (*note: the term "under the influence" for school purposes has a less strict meaning than it does under criminal law; for school purposes, the term means*

Field Code Changed
Field Code Changed
Formatted: Centered

any level of impairment and includes even the odor of alcohol on the breath or person of a student; also, it includes being impaired by reason of the abuse of any material used as a stimulant);

7. Public indecency as defined in section 28-806, except that this prohibition shall apply only to students at least twelve years of age but less than nineteen years of age;
8. Engaging in bullying as defined in section 79-2,137 and in these policies;
9. Sexually assaulting or attempting to sexually assault any person if a complaint has been filed by a prosecutor in a court of competent jurisdiction alleging that the student has sexually assaulted or attempted to sexually assault any person, including sexual assaults or attempted sexual assaults which occur off school grounds not at a school function, activity, or event. For purposes of this subdivision, sexual assault means sexual assault in the first degree as defined in section 28-319, sexual assault in the second degree as defined in section 28-320, sexual assault of a child in the second or third degree as defined in section 28-320.01, or sexual assault of a child in the first degree as defined in section 28-319.01, as such sections now provide or may hereafter from time to time be amended;
10. Engaging in any other activity forbidden by the laws of the State of Nebraska which activity constitutes a danger to other students or interferes with school purposes; or
11. A repeated violation of any of the following rules if such violations constitute a substantial interference with school purposes:
    a. The use of language, written or oral, or conduct, including gestures, which is profane or abusive to students or staff members. Profane or abusive language or conduct includes, but is not limited to, that which is commonly understood and intended to be derogatory toward a group or individual based upon race, gender, national origin, or religion;
    b. Dressing or grooming in a manner which violates the school district's dress code and/or is dangerous to the student's health and safety, a danger to the health and safety of others, or which is disruptive, distracting or indecent to the extent that it interferes with the learning and educational process;
    c. Violating school bus rules as set by the school district or district staff;
    d. Possessing, using, selling, or dispensing tobacco, drug paraphernalia, an electronic nicotine delivery system, or a tobacco imitation substance or packaging, regardless of form, including cigars, cigarettes, chewing tobacco, and any other form of tobacco, tobacco derivative product or imitation~~, such as~~ or electronic cigarettes, vapor pens, etc.;

Formatted: Justified

Field Code Changed

Field Code Changed

Formatted: Centered

e. Possessing, using, selling, or dispensing any drug paraphernalia or imitation of a controlled substance regardless of whether the actual substance possessed is a controlled substance by Nebraska law;
f. Possession of pornography;
g. Sexting or the possession of sexting images (a combination of sex and texting - the act of sending sexually explicit messages or photos electronically);
h. Engaging in hazing, defined as any activity expected of someone joining a group, team, or activity that humiliates, degrades or risks emotional and/or physical harm, regardless of the person's willingness to participate. Hazing activities are generally considered to be: physically abusive, hazardous, and/or sexually violating and include but are not limited to the following: personal servitude; sleep deprivation and restrictions on personal hygiene; yelling, swearing and insulting new members/rookies; being forced to wear embarrassing or humiliating attire in public; consumption of vile substances or smearing of such on one's skin; branding; physical beatings; binge drinking and drinking games; sexual simulation and sexual assault;
i. Bullying which shall include cyber-bullying, defined as the use of the internet, including but not limited to social networking sites such as Facebook, cell phones or other devices to send, post or text message images and material intended to hurt or embarrass another person. This may include, but is not limited to; continuing to send e-mail to someone who has said they want no further contact with the sender; sending or posting threats, sexual remarks or pejorative labels (i.e., hate speech); ganging up on victims by making them the subject of ridicule in forums, and posting false statements as fact intended to humiliate the victim; disclosure of personal data, such as the victim's real name, address, or school at websites or forums; posing as the identity of the victim for the purpose of publishing material in their name that defames or ridicules them; sending threatening and harassing text, instant messages or emails to the victims; and posting or sending rumors or gossip to instigate others to dislike and gang up on the target;
j. Violation of the district's computer acceptable computer use policy are subject to discipline, up to and including expulsion; ~~and~~
k. Knowingly possessing, handling, or transmitting any object or material that is ordinarily or generally considered a simulated or "look-a-like" weapon;

Field Code Changed
Field Code Changed
Formatted: Centered

~~j.~~l. Using any object to simulate possession of a weapon; and

~~k.~~m. Any other violation of a rule or regulation established by a school district staff member pursuant to authority delegated by the board.

Due Process Afforded to Students Facing Long-term Suspension or Expulsion

The following procedures shall be followed regarding any long-term suspension, expulsion or mandatory reassignment

1. On the date of the decision to discipline, the Principal shall file with the Superintendent a written charge and a summary of the evidence supporting such charge.

2. The Principal shall serve the student and the student's parents or guardian with a written notice by registered or certified mail or personal service within two school days of the date of the decision to recommend long-term suspension or expulsion. The notice shall include the following:

   a. The rule or standard of conduct allegedly violated and the acts of the student alleged to constitute a cause for long-term suspension, expulsion, or mandatory reassignment, including a summary of the evidence to be presented against the student;

   b. The penalty, if any, which the principal has recommended in the charge and any other penalty to which the student may be subject;

   c. A statement that, before long-term suspension, expulsion, or mandatory reassignment for disciplinary purposes can be invoked, the student has a right to a hearing, upon request, on the specified charges;

   d. A description of the hearing procedures provided by the act, along with procedures for appealing any decision rendered at the hearing;

   e. A statement that the principal, legal counsel for the school, the student, the student's parent, or the student's representative or guardian has the right (i) to examine the student's academic and disciplinary records and any affidavits to be used at the hearing concerning the alleged misconduct and (ii) to know the identity

Field Code Changed
Field Code Changed
Formatted: Centered

of the witnesses to appear at the hearing and the substance of their testimony; and

f. A form on which the student, the student's parent, or the student's guardian may request a hearing, to be signed by such parties and delivered to the principal or superintendent in person or by registered or certified mail.

3. When a notice of intent to discipline a student by long-term suspension, expulsion, or mandatory reassignment is filed with the superintendent, the student may be suspended by the principal until the date the long-term suspension, expulsion, or mandatory reassignment takes effect if no hearing is requested or, if a hearing is requested, the date the hearing examiner makes the report of his or her findings and a recommendation of the action to be taken to the superintendent, if the principal determines that the student must be suspended immediately to prevent or substantially reduce the risk of (a) interference with an educational function or school purpose or (b) a personal injury to the student himself or herself, other students, school employees, or school volunteers.

4. Nothing in this policy shall preclude the student, student's parents, guardian or representative from discussing and settling the matter with appropriate school personnel prior to the hearing stage.

5. If a hearing is requested within five days after receipt of the notice, the Superintendent shall appoint a hearing officer who shall follow the "hearing procedures" outlined below.

6. If a hearing is requested more than five school days following the receipt of the written notice, but not more than thirty calendar days after receipt, the Superintendent shall appoint a hearing officer who shall follow the "hearing procedures" outlined below, except that the time constraints set forth may differ as provided by law and this policy. The student shall be entitled to a hearing but the consequence imposed may continue in effect pending final determination.

7. If a request for hearing is not received within thirty calendar days following the mailing or delivery of the written notice, the student shall not be entitled to a hearing.

In the event a hearing is requested, the hearing, hearing procedures, the student's rights and any appeals or judicial review permitted by law shall be governed by the applicable provisions of the Nebraska Student Discipline

Field Code Changed
Field Code Changed
Formatted: Centered

Act (NEB. REV. STAT. § 79-254 to 79-294). The school district will provide parents with copies of the relevant statutes upon request.

Reporting Requirement to Law Enforcement

Violations of this section will result in a report to law enforcement if:

1. The violation includes possession of a firearm;
2. The violation results in child abuse;
3. It is a violation of ~~state law~~the Nebraska Criminal Code that the administration believes cannot be adequately addressed solely by discipline from the school district;
4. It is a violation of ~~state law~~the Nebraska Criminal Code that endangers the health and welfare of staff or students;
5. It is a violation of ~~state law~~the Nebraska Criminal Code that interferes with school purposes;
6. The report is required or requested by law enforcement or the county attorney.

Adopted on: _____
Revised on: _____
Reviewed on: _____

Field Code Changed
Field Code Changed
Formatted: Centered

Current

5035
Student Discipline

Administrative and teaching personnel may take actions regarding student behavior, other than those specifically provided in this policy and the Student Discipline Act, which are reasonably necessary to aid the student, further school purposes, or prevent interference with the educational process. Such actions may include, but need not be limited to, counseling of students, parent conferences, rearrangement of schedules, requirements that a student remain in school after regular hours to do additional work, restriction of extracurricular activity, or requirements that a student receive counseling, psychological evaluation, or psychiatric evaluation upon the written consent of a parent or guardian to such counseling or evaluation. Disciplinary consequences may also include in-school suspension, Saturday School, and any other consequence authorized by law. District administrators may develop building-specific protocols for the imposition of student discipline. Further, students who qualify for special education services may have other procedures that apply as required by state and federal law.

In this policy, references to "Principal" shall include building principals, the principal's designee, or other appropriate school district administrators.

Any statement, notice, recommendation, determination, or similar action specified in this policy shall be effectively given at the time written evidence thereof is delivered personally to or upon receipt of certified or registered mail or upon actual knowledge by a student or his or her parent or guardian.

Any student who is suspended or expelled from school pursuant to this policy may not participate in any school activity during the duration of that exclusion including adjacent school holidays and weekends. The student activity eligibility of a student who is mandatorily reassigned shall be determined on a case-by-case basis by the principal of the building to which the student is reassigned.

Short-Term Suspension

The Principal may exclude students from school or any school function for a period of up to five school days (short-term suspension) on the following grounds:

1. Conduct constituting grounds for expulsion as hereinafter set forth; or,

2. Other violations of rules and standards of behavior adopted by the Board of Education or the administrative or teaching staff of the school, that occur on or off school grounds, if such conduct interferes with school purposes or there is a connection between such conduct and school.

The following process applies to short-term suspension:

1. The Principal shall make a reasonable investigation of the facts and circumstances. Short-term suspension shall be imposed only after a determination that the suspension is necessary to help any student, to further school purposes, or to prevent an interference with school purposes.

2. Prior to commencement of the short-term suspension, the student will be given oral or written notice of the charges against the student. The student will be advised of what he or she is accused

of having done, be given an explanation of the evidence the authorities have, and be given an opportunity to explain the student's version of the facts.

3. Within 24 hours or such additional time as is reasonably necessary following the suspension, the Principal will send a written statement to the student, and the student's parent or guardian, describing the student's conduct, misconduct or violation of the rule or standard and the reasons for the action taken. An opportunity will be given to the student, and the student's parent or guardian, to have a conference with the Principal ordering the short-term suspension before or at the time the student returns to school. The Principal shall determine who, in addition to the parent or guardian, is to attend the conference.

4. Students who are short-term suspended will be given the opportunity to complete classwork including but not limited to examinations or other forms of student work showing academic progress.

Emergency Exclusion

Students may be emergency excluded from school pursuant to the board's separate policy on emergency exclusion or state law.

Weapons and/or Firearms

Students may be disciplined for the possession of weapons and/or firearms pursuant to the board's separate policy on weapons and firearms or state law.

Long-Term Suspension

Students may be excluded by the Principal from school or any school function for a period of more than five school days but less than twenty school days (long-term suspension) for any conduct constituting grounds for expulsion as hereinafter set forth. The process for long-term suspension is set forth below.

Expulsion

1. **Meaning of Expulsion.** Expulsion means exclusion from attendance in all schools, grounds and activities of or within the system for a period not to exceed the remainder of the semester in which it took effect unless the misconduct occurred (a) within ten school days prior to the end of the first semester, in which case the expulsion shall remain in effect through the second semester, or (b) within ten school days prior to the end of the second semester, in which case the expulsion shall remain in effect for summer school and the first semester of the following school year, or (c) unless the expulsion is for conduct specified in these rules or in law as permitting or requiring a longer removal, in which case the expulsion shall remain in effect for the period specified therein. Such action may be modified or terminated by the school district at any time during the expulsion period.

2. **Summer Review.** Any expulsion that will remain in effect during the first semester of the following school year will be automatically scheduled for review before the beginning of the school year. The review will be conducted by the hearing officer who conducted the initial expulsion hearing, or a hearing officer appointed by the Superintendent in the event no hearing

was previously held or the initial hearing officer is no longer available or willing to serve, after the hearing officer has given notice of the review to the student and the student's parent or guardian. This review shall be limited to newly discovered evidence or evidence of changes in the student's circumstances occurring since the original hearing. This review may lead to a recommendation by the hearing officer that the student be readmitted for the upcoming school year. If the school board or board of education or a committee of such board took the final action to expel the student, the student may be readmitted only by action of the board. Otherwise the student may be readmitted by action of the Superintendent.

3. **Suspension of Enforcement of an Expulsion**: Enforcement of an expulsion action may be suspended (i.e., "stayed") for a period of not more than one full semester in addition to the balance of the semester in which the expulsion takes effect, and as a condition of such suspended action, the student may be assigned to a school, class, or program/plan and to such other consequences which the school district deems appropriate.

4. **Alternative School or Pre-expulsion Procedures.** The school shall either provide an alternative school, class or educational program for expelled students or shall follow the pre-expulsion procedures outlined in NEB. REV. STAT. 79-266.

Grounds for Long-Term Suspension, Expulsion or Mandatory Reassignment:

The following conduct constitutes grounds for long-term suspension, expulsion, or mandatory reassignment, subject to the procedural provisions of the Student Discipline Act, NEB. REV. STAT. § 79-254 through 79-296, when such activity occurs on school grounds, in a vehicle owned, leased, or contracted by a school being used for a school purpose or in a vehicle being driven for a school purpose by a school employee or by his or her designee, or at a school-sponsored activity or athletic event:

1. Use of violence, force, coercion, threat, intimidation, or similar conduct in a manner that constitutes a substantial interference with school purposes;
2. Willfully causing or attempting to cause substantial damage to property, stealing or attempting to steal property of substantial value, or repeated damage or theft involving property;
3. Causing or attempting to cause personal injury to a school employee, to a school volunteer, or to any student. Personal injury caused by accident, self-defense, or other action undertaken on the reasonable belief that it was necessary to protect some other person shall not constitute a violation of this subdivision;
4. Threatening or intimidating any student for the purpose of or with the intent of obtaining money or anything of value from such student;
5. Knowingly possessing, handling, or transmitting any object or material that is ordinarily or generally considered a weapon (*see also board policy on weapons and firearms*);
6. Engaging in the unlawful possession, selling, dispensing, or use of a controlled substance or an imitation controlled substance, as defined in section 28-401, a substance represented to be a controlled substance, or alcoholic liquor as defined in section 53-103.02 or being under the influence of a controlled substance or alcoholic liquor (*note: the term "under the influence" for school purposes has a less strict meaning than it does under criminal law; for school purposes, the term means any level of impairment and includes even the odor of alcohol on the breath or person of a student; also, it includes being impaired by reason of the abuse of any material used as a stimulant*);

7. Public indecency as defined in section 28-806, except that this prohibition shall apply only to students at least twelve years of age but less than nineteen years of age;
8. Engaging in bullying as defined in section 79-2,137 and in these policies;
9. Sexually assaulting or attempting to sexually assault any person if a complaint has been filed by a prosecutor in a court of competent jurisdiction alleging that the student has sexually assaulted or attempted to sexually assault any person, including sexual assaults or attempted sexual assaults which occur off school grounds not at a school function, activity, or event. For purposes of this subdivision, sexual assault means sexual assault in the first degree as defined in section 28-319, sexual assault in the second degree as defined in section 28-320, sexual assault of a child in the second or third degree as defined in section 28-320.01, or sexual assault of a child in the first degree as defined in section 28-319.01, as such sections now provide or may hereafter from time to time be amended;
10. Engaging in any other activity forbidden by the laws of the State of Nebraska which activity constitutes a danger to other students or interferes with school purposes; or
11. A repeated violation of any of the following rules if such violations constitute a substantial interference with school purposes:
    a. The use of language, written or oral, or conduct, including gestures, which is profane or abusive to students or staff members. Profane or abusive language or conduct includes, but is not limited to, that which is commonly understood and intended to be derogatory toward a group or individual based upon race, gender, national origin, or religion;
    b. Dressing or grooming in a manner which violates the school district's dress code and/or is dangerous to the student's health and safety, a danger to the health and safety of others, or which is disruptive, distracting or indecent to the extent that it interferes with the learning and educational process;
    c. Violating school bus rules as set by the school district or district staff;
    d. Possessing, using, selling, or dispensing tobacco, drug paraphernalia, or a tobacco imitation substance or packaging, regardless of form, including cigarettes, chewing tobacco, and any other form of tobacco or imitation, such as electronic cigarettes, vapor pens, etc.;
    e. Possessing, using, selling, or dispensing any drug paraphernalia or imitation of a controlled substance regardless of whether the actual substance possessed is a controlled substance by Nebraska law;
    f. Possession of pornography;
    g. Sexting or the possession of sexting images (a combination of sex and texting - the act of sending sexually explicit messages or photos electronically);
    h. Engaging in hazing, defined as any activity expected of someone joining a group, team, or activity that humiliates, degrades or risks emotional and/or physical harm, regardless of the person's willingness to participate. Hazing activities are generally considered to be: physically abusive, hazardous, and/or sexually violating and include but are not limited to the following: personal servitude; sleep deprivation and restrictions on personal hygiene; yelling, swearing and insulting new members/rookies; being forced to wear embarrassing or humiliating attire in public; consumption of vile substances or smearing of such on one's skin; branding; physical beatings; binge drinking and drinking games; sexual simulation and sexual assault;
    i. Bullying which shall include cyber-bullying, defined as the use of the internet, including but not limited to social networking sites such as Facebook, cell phones or other devices to send, post or text message images and material intended to hurt or embarrass another person. This may include, but is not limited to; continuing to send e-mail to someone

who has said they want no further contact with the sender; sending or posting threats, sexual remarks or pejorative labels (i.e., hate speech); ganging up on victims by making them the subject of ridicule in forums, and posting false statements as fact intended to humiliate the victim; disclosure of personal data, such as the victim's real name, address, or school at websites or forums; posing as the identity of the victim for the purpose of publishing material in their name that defames or ridicules them; sending threatening and harassing text, instant messages or emails to the victims; and posting or sending rumors or gossip to instigate others to dislike and gang up on the target;

j. Violation of the district's computer acceptable computer use policy are subject to discipline, up to and including expulsion; and

k. Any other violation of a rule or regulation established by a school district staff member pursuant to authority delegated by the board.

Due Process Afforded to Students Facing Long-term Suspension or Expulsion

The following procedures shall be followed regarding any long-term suspension, expulsion or mandatory reassignment

1. On the date of the decision to discipline, the Principal shall file with the Superintendent a written charge and a summary of the evidence supporting such charge.

2. The Principal shall serve the student and the student's parents or guardian with a written notice by registered or certified mail or personal service within two school days of the date of the decision to recommend long-term suspension or expulsion. The notice shall include the following:

    a. The rule or standard of conduct allegedly violated and the acts of the student alleged to constitute a cause for long-term suspension, expulsion, or mandatory reassignment, including a summary of the evidence to be presented against the student;

    b. The penalty, if any, which the principal has recommended in the charge and any other penalty to which the student may be subject;

    c. A statement that, before long-term suspension, expulsion, or mandatory reassignment for disciplinary purposes can be invoked, the student has a right to a hearing, upon request, on the specified charges;

    d. A description of the hearing procedures provided by the act, along with procedures for appealing any decision rendered at the hearing;

    e. A statement that the principal, legal counsel for the school, the student, the student's parent, or the student's representative or guardian has the right (i) to examine the student's academic and disciplinary records and any affidavits to be used at the hearing concerning the alleged misconduct and (ii) to know the identity of the witnesses to appear at the hearing and the substance of their testimony; and

    f. A form on which the student, the student's parent, or the student's guardian may request a hearing, to be signed by such parties and delivered to the principal or superintendent in person or by registered or certified mail.

3. When a notice of intent to discipline a student by long-term suspension, expulsion, or mandatory reassignment is filed with the superintendent, the student may be suspended by the principal until the date the long-term suspension, expulsion, or mandatory reassignment takes effect if no hearing is requested or, if a hearing is requested, the date the hearing examiner makes the report of his or her findings and a recommendation of the action to be taken to the superintendent, if the principal determines that the student must be suspended immediately to prevent or substantially reduce the risk of (a) interference with an educational function or school purpose or (b) a personal injury to the student himself or herself, other students, school employees, or school volunteers.

4. Nothing in this policy shall preclude the student, student's parents, guardian or representative from discussing and settling the matter with appropriate school personnel prior to the hearing stage.

5. If a hearing is requested within five days after receipt of the notice, the Superintendent shall appoint a hearing officer who shall follow the "hearing procedures" outlined below.

6. If a hearing is requested more than five school days following the receipt of the written notice, but not more than thirty calendar days after receipt, the Superintendent shall appoint a hearing officer who shall follow the "hearing procedures" outlined below, except that the time constraints set forth may differ as provided by law and this policy. The student shall be entitled to a hearing but the consequence imposed may continue in effect pending final determination.

7. If a request for hearing is not received within thirty calendar days following the mailing or delivery of the written notice, the student shall not be entitled to a hearing.

In the event a hearing is requested, the hearing, hearing procedures, the student's rights and any appeals or judicial review permitted by law shall be governed by the applicable provisions of the Nebraska Student Discipline Act (NEB. REV. STAT. § 79-254 to 79-294). The school district will provide parents with copies of the relevant statutes upon request.

Reporting Requirement to Law Enforcement

Violations of this section will result in a report to law enforcement if:

1. The violation includes possession of a firearm;
2. The violation results in child abuse;
3. It is a violation of state law that the administration believes cannot be adequately addressed solely by discipline from the school district;
4. It is a violation of state law that endangers the health and welfare of staff or students;
5. It is a violation of state law that interferes with school purposes;
6. The report is required or requested by law enforcement or the county attorney.

Adopted on: July 9, 2018
Revised on:
Reviewed on: June 25, 2018

2019 Proposed

5063
Audio and Video Recording

Students and their parents or guardians should assume that any class in which students are enrolled may be recorded by the school district or other students for legitimate educational purposes. Recordings permitted pursuant to this policy may only be used by students for personal academic purposes and may not be republished without additional, written consent from a school administrator. For purposes of this policy "recording" includes still photographs, video, audio, and other similar data captured in any medium.

Recordings Made by The District. The district may use cameras or other devices for purposes of making security, safety, or other recordings without a specific purpose or for a specific purpose when such recordings are deemed necessary or appropriate by the administration. The district will not maintain the recordings unless the recording is purposefully copied and saved, and the recordings will only be available for review for a limited time based on the district's then-current recording capacity. The district administrators estimate that this is approximately 10 days but may change at any time.

Classroom Recordings by Staff. Staff members may make audio and video recordings of classroom instruction and school activities upon authorization of the superintendent or supervising administrator.

Prohibited Recordings by Students. Unless otherwise authorized by this policy or law, students are prohibited from making audio or video recordings during the school day on school grounds; when being transported to and from school activities or programs in a vehicle owned, leased, or contracted by a school being used for a school purpose by a school employee or by his or her designee; or at a school-sponsored activity or athletic event, unless the recording is made in a manner permitted by the school for members of the public. In such an instance, the students remain subject to the district's appropriate use and student discipline policies.

For example, this policy does not prohibit students from making recordings of an athletic event for their personal use similar to a parent or other patron, subject to other applicable board policy. However, this policy generally prohibits students from using smart-speakers or other devices which actively or passively create or transmit audio or video recordings, including Google Home, Amazon Alexa, Apple HomePod, and AngelSense devices.

Permitted Classroom Recordings by Students. Students may make audio or video recordings of classroom lectures or discussions:

(1) For their convenience after providing notice to the classroom teacher and receiving the teacher's permission;
(2) For the benefit of another student who is absent after providing notice to the classroom teacher and receiving the teacher's permission;
(3) If recording is necessary to accommodate the student's disability and is required by the student's Individualized Education Plan (IEP) or Section 504 Plan.

Staff may revoke permission to record if the recording distracts from or disrupts the classroom environment, unless the recording is necessary to accommodate a student's disability.

Permitted Non-classroom Recordings. Students may make audio or video recordings otherwise prohibited by this policy outside the classroom only with the permission of a teacher or school administrator, provided that such recordings otherwise comply with any applicable state and federal laws and district policy. In no event shall photographs or video recordings be taken or made in restrooms, locker rooms, or other areas where there is a reasonable expectation of privacy.

Adopted on: _____
Revised on: _____
Reviewed on: _____

Redline

5063
Audio and Video Recording

Field Code Changed

Students and their parents or guardians should assume that any class in which students are enrolled may be recorded by the school district or other students for legitimate educational purposes. Recordings permitted pursuant to this policy may only be used by students for personal academic purposes and may not be republished without additional, written consent from a school administrator. For purposes of this policy "recording" includes still photographs, video, audio, and other similar data captured in any medium.

Recordings Made by The District. The district may use cameras or other devices for purposes of making security, safety, or other recordings without a specific purpose or for a specific purpose when such recordings are deemed necessary or appropriate by the administration. The district will not maintain the recordings unless the recording is purposefully copied and saved, and the recordings will only be available for review for a limited time based on the district's then-current recording capacity. The district administrators estimate that this is approximately 10 days but may change at any time.

Classroom Recordings by Staff. Staff members may make audio and video recordings of classroom instruction and school activities upon authorization of the superintendent or supervising administrator.

Prohibited Recordings by Students. Unless otherwise authorized by this policy or law, students are prohibited from making audio or video recordings during the school day on school grounds; when being transported to and from school activities or programs in a vehicle owned, leased, or contracted by a school being used for a school purpose by a school employee or by his or her designee; or at a school-sponsored activity or athletic event, unless the recording is made in a manner permitted by the school for members of the public. In such an instance, the students remain subject to the district's appropriate use and student discipline policies.

For example, this policy does not prohibit students from making recordings of an athletic event for their personal use similar to a parent or other patron ~~are permitted~~, ~~but students are still subject to the district's appropriate use and student discipline policies~~subject to other applicable board policy. However, this policy generally prohibits students from using smart-speakers or other devices which actively or passively create or transmit audio or video

20U

recordings, including Google Home, Amazon Alexa, Apple HomePod, and AngelSense devices.

Permitted Classroom Recordings by Students. Students may make audio or video recordings of classroom lectures or discussions:

(1) For their convenience after providing notice to the classroom teacher and receiving the teacher's permission;
(2) For the benefit of another student who is absent after providing notice to the classroom teacher and receiving the teacher's permission;
(3) If recording is necessary to accommodate the student's disability and is required by the student's Individualized Education Plan (IEP) or Section 504 Plan.

Staff may revoke permission to record if the recording distracts from or disrupts the classroom environment, unless the recording is necessary to accommodate a student's disability.

Permitted Non-classroom Recordings. Students may make audio or video recordings otherwise prohibited by this policy outside the classroom only with the permission of a teacher or school administrator, provided that such recordings otherwise comply with any applicable state and federal laws and district policy. In no event shall photographs or video recordings be taken or made in restrooms, locker rooms, or other areas where there is a reasonable expectation of privacy.

Adopted on: _____
Revised on: _____
Reviewed on: _____

Current

5063
Audio and Video Recording

Students and their parents or guardians should assume that any class in which students are enrolled may be recorded by the school district or other students for legitimate educational purposes. Recordings permitted pursuant to this policy may only be used by students for personal academic purposes and may not be republished without additional, written consent from a school administrator. For purposes of this policy "recording" includes still photographs, video, audio, and other similar data captured in any medium.

Recordings Made by The District. The district may use cameras or other devices for purposes of making security, safety, or other recordings without a specific purpose or for a specific purpose when such recordings are deemed necessary or appropriate by the administration. The district will not maintain the recordings unless the recording is purposefully copied and saved, and the recordings will only be available for review for a limited time based on the district's then-current recording capacity. The district administrators estimate that this is approximately 10 days but may change at any time.

Classroom Recordings by Staff. Staff members may make audio and video recordings of classroom instruction and school activities upon authorization of the superintendent or supervising administrator.

Prohibited Recordings by Students. Unless otherwise authorized by this policy or law, students are prohibited from making audio or video recordings during the school day on school grounds; when being transported to and from school activities or programs in a vehicle owned, leased, or contracted by a school being used for a school purpose by a school employee or by his or her designee; or at a school-sponsored activity or athletic event, unless the recording is made in a manner permitted by the school for members of the public. For example, students making recordings of an athletic event for their personal use similar to a parent or other patron are permitted, but students are still subject to the district's appropriate use and student discipline policies.

Permitted Classroom Recordings by Students. Students may make audio or video recordings of classroom lectures or discussions:

(1) For their convenience after providing notice to the classroom teacher and receiving the teacher's permission;
(2) For the benefit of another student who is absent after providing notice to the classroom teacher and receiving the teacher's permission;
(3) If recording is necessary to accommodate the student's disability and is required by the student's Individualized Education Plan (IEP) or Section 504 Plan.

Staff may revoke permission to record if the recording distracts from or disrupts the classroom environment, unless the recording is necessary to accommodate a student's disability.

Permitted Non-classroom Recordings. Students may make audio or video recordings otherwise prohibited by this policy outside the classroom only with the permission of a teacher or school administrator, provided that such recordings otherwise comply with any applicable state and federal laws

208

and district policy. In no event shall photographs or video recordings be taken or made in restrooms, locker rooms, or other areas where there is a reasonable expectation of privacy.

Adopted on: August 15, 2017
Revised on: _____
Reviewed on: July 24, 2017

Ralston Public Schools
Facility Use Application

Applicant Name ("Applicant"):_____
Organization Name ("Organization"), if applicable: _____
Applicant's Position within Organization: _____
Address: _____
Phone Number: _____ Email: _____
Description of Requested Use: _____
_____
_____
Is your organization a registered 501(c)(3) or other nonprofit? ☐ Yes ☐ No
Date of Requested Use: _____ Time of Requested Use: _____ to _____
Facility/Room Request, if preferred:
_____
Expected Number of Attendees: _____

Liability Insurance, check applicable:

- ☐ I/we have coverage of $5 million per occurrence.
- ☐ I/we have other coverage: _____
- ☐ I/we have no insurance coverage

Terms and Conditions of Use:

1. All users must comply with the school board's facility use and other policies, rules, and regulations. A copy of the board's facility use policy is available upon request.
2. The facilities are closed from 10 PM to 7 AM and may not be used during those hours.
3. The user(s) named above and the individual(s) signing on behalf of the User agree to defend, indemnify, and hold harmless the school district, its employees and agents for any expense, cost, loss, damage, claim, judgment or claims bill incurred or rendered against same, including attorneys' fees and investigation expenses (pre-suit, suit, trial, appeal, and post appeal proceedings) on account of any intentional or negligent acts or omissions of the user or its employees, agents or servants, or any intentional or negligent acts or omissions of the district or its employees, agents or servants arising out of the use of any facility under this agreement.
4. All non-governmental users may be required to provide a certificate of insurance and name the district as an additional insured, on a primary and non-contributory basis, and provide documentation evidencing general liability coverage under an occurrence basis policy, with minimum limits of $5,000,000.00 per occurrence, combined single limit covering bodily injury, property damage, personal injury, premises, operations, products, completed operations, independent contractors, and contractual liability. These coverage limits may be achieved through a combination of underlying policies and umbrella/excess policies, if preferred. There shall be no exclusions for contracted liability. All governmental users shall provide evidence of insurance or self-insurance to the limits set forth in NEB. REV. STAT. § 13-926.

210

5. All users are subject to the fee schedule established by the school board, and all Applicants by signing below verify that they have authority to sign this application on behalf of the listed Organization, and all individuals and agents of organizations certify that they have financial means and authorization to pay for the required fees and deposits, if any.

Applicant's Signature: _____

Date: _____

For District Use Only

Application
- ▫ Denied
- ▫ Approved, subject to the following

Insurance
- ▫ User has provided sufficient proof of insurance.
- ▫ User must obtain proof of insurance and list district as additional insured.
- ▫ Insurance requirements are waived.

Additional Services Requested/Required
- ▫ Custodial (3 hr. minimum) $25 per hour
- ▫ RHS Theater $400 RHS Cafeteria $250 RHS Pool $300 RHS Gym $250
- ▫ RMS Gym $250 Elementary Gym $50 Classroom (any school) $20
- ▫ None

Total Fee Required to Grant Use: $_____

2019-2020 Staff Handbook

Non Discrimination
(Will be updated pending BOE action on policy 4001 / 3053.)

Sick Leave
Any employee who fraudulently uses, or attempts to use, sick leave in a manner that is not consistent with the terms outlined by the district will be subject to disciplinary action up to and including termination of employment.

Bereavement Leave
Any employee who fraudulently uses, or attempts to use, bereavement leave in a manner that is not consistent with the terms outlined by the district will be subject to disciplinary action up to and including termination of employment.

Association Leave
Any employee who fraudulently uses, or attempts to use, association leave in a manner that is not consistent with the terms outlined by the district will be subject to disciplinary action up to and including termination of employment.

Use of Technology
Teachers who wish to bring a non-district issued, electronic device into the classroom should inform the principal before deploying the device. The building principal may, at his or her discretion, prohibit the use of such devices or otherwise limit their use. The building principal may, at any time, direct that a teacher discontinue use of a given device.

Smart speakers, such as Google Home, Amazon Echo, Apple HomePod, and similar devices may be approved for use in the classroom provided that the device is registered to an account linked to the classroom teacher's school e-mail address.

Other pieces of assistive technology, such as an AngelSense device that actively or passively create or transmit audio or video recordings must have that function disabled while the student uses the decide in a district classroom, unless required by law. No assistive technology devices will be permitted to record or transmit the classroom activity of other students unless required by law.

Bill Review Schedule for 2019

January 14
Jay
Mary

February 11
Heather
Linda

March 11
Mike
Liz

April 8
Mary
Heather

May 13
Linda
Liz

June 10
Mike
Jay

July 8
Mary
Heather

August 12
Jay
Liz

September 9
Heather
Linda

October 14
Mike
Liz

November 11
Mary
Jay

December 9
Mike
Linda

NEBRASKA
DEPARTMENT OF EDUCATION

www.education.ne.gov
301 Centennial Mall South
P.O. Box 94987
Lincoln, NE 68509-4987
TEL 402.471.2295
FAX 402.471.0117

July 1, 2019

Dr. Mark Adler – Superintendent
Ralston Public Schools
8545 Park Drive
Ralston, NE 68127

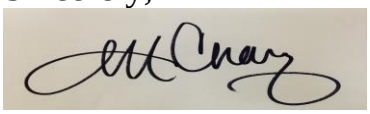
Dear Dr. Adler:

This letter is to inform you that we have received and reviewed the Superintendent Evaluation Instrument and Board Policy 4057 from Ralston Public Schools. They have been reviewed pursuant to NE REV STAT §79-318(5) (h) and 92 NAC Rule 10, Section 007.06 and are in compliance with all requirements. The Ralston Board of Education minutes approving the adoption of the instrument and policy is dated March 11, 2019.

The updated documents will be filed along with this letter at NDE and will remain in effect until your district revises them. Revised policies and procedures must be submitted to the Department for approval at the time of adoption.

If you have any questions regarding this letter or any of the applicable requirements of Rule 10: *Regulations and Procedures for the Accreditation of Schools*, please feel free to contact me.

Sincerely,



Michelle (Micki) Charf, Ed.D
Accreditation Specialist