

Board of Education Regular Meeting  
Monday, July 13, 2020 7:30 PM  
Fillmore Central High School  
1410 L Street  
Geneva, NE 68361-1599

1. **Call to Order**
2. **Recognize Open Meetings Laws and location of the poster**
3. **Roll Call**
4. **Declaration of Legal Meeting/Excuse Absences**
  1. Declaration of Legal Meeting
  2. Excuse Absences
5. **Public Comment**
6. **Reports from Administration**
7. **Action Items**
  1. Approval of the Minutes of the following board meetings: June 15, 2020
  2. Receive, review and accept Finance reports
  3. Review and approve the General Fund Claims
  4. Review and approve the Building Fund Claims
  5. Approve Joshua Cumpston as the Fillmore Central Public Schools Authorized Representative
  6. Discuss, review, and take any necessary action on return to school plans.
8. **Discussion Items**
  1. 2019-2020 Budget Update and Review 2020-2021 Budget
  2. 2020-2021 KSB Policy Updates

1. Board Policy #1305 Organization of the Board
2. Board Policy #3010 Disbursements (Remove)
3. Board Policy #4235 Drug Testing of Drivers
4. Board Policy #5230 Student Records
5. Board Policy #5415 Student Discipline
6. Board Policy #6226 Criteria for Selecting Evaluators for Special Education
7. Board Policy #6235 Restraint and Seclusion
8. Board Policy #5100.1 Collaborative Plan Addressing Barriers to Attendance Plan
3. Potential 2020-2021 KSB Policy Updates
  1. Board Policy #3440 Threat Assessment
  2. Board Policy #3460 Animals at School
  3. Board Policy #3408 Guest Speakers
  4. Board Policy #5401 Locker Room Supervision
  5. Board Policy #5445 Student Bullying
  6. Board Policy #6146 Multicultural Education
4. Possible feasibility study with Exeter-Milligan
5. Next Meeting is August 10, 2020
9. **Adjourn meeting**

Board of Education & Administrators  
thank you for the beautiful floral  
engagement in memory of Jim.  
Jim loved his teachers, secretaries,  
students and players at FCHS. He  
was also blessed to have served  
with wonderful board members and  
administrators over the years.

Pam & Family

## Board Report July 2020

We have great team.

We have felt very welcomed in the community.

**School Re-Opening Planning** – We have to make plans, but they may have to change the closer we get to school. So many unknowns and new information that comes to us daily. Our goal is to have as normal of a school year as safely as we can.

We will be probably be spending more money to carry out many of the recommendations, mandates, guidance, etc. we are receiving to make things as safe as we can.

Our staff will have many decisions to make with regards to school. School may look a little different: how we group kids during the day (cohorts of elementary and possibly middle school), having classes like band and choir outside (weather permitting), providing changes during the day in scheduling for more outside breaks, eating in classrooms or places other than the cafeteria, cleaning regimen, handwashing stations, etc.

Our admin team has met several times already and we will continue to meet frequently. We also may have staff help us through committee work as we try to develop these plans. Each of the admin team has participated in numerous webinars and zoom meetings about returning to school. We have received guidance from NDE, NASB, NRCSA, ESU #6, Public Health Solutions, and other governmental and health organizations.

Areas that we are currently working:

Personnel

Survey

Instruction –

Canvas and Seesaw

Custodial and Health

PPE, Hand Sanitizer, Masks, Sneeze Guards –

We are receiving some sanitizer through ESU and UNL. Working on dispensers.

If we need masks our ESU and the state have ordered masks for every student and staff member in Nebraska. These will fit not most kindergarten-3 graders. I have been talking with Talacko Safety Solutions out of Elkhorn. They have masks that are washable, adjustable,

two-ply, and have a pocket for an additional filter if desired. They also have a wire over the nose. They have a small and adult size currently, but I have been told they'll have a middle size. They also have a clear mouth version that costs a little more. I have the samples and know that others have tried several companies and selected these due to comfort, durability, and washability.

A big question to answer is should, when should, at what age should masks be recommended or required.

We met with our custodial staff and building principals to discuss what cleaning supplies, equipment, and other items we needed in order to safely sanitize and disinfect our buildings, rooms, and transportation this fall. They are in the process of ordering and finding suppliers.

Screenings at home/school? Before practice?  
Parents can help us by keeping children with symptoms home.

## Transportation

### Activities

NSAA guidance

### Food Service

## Special Education/504

### Calendar/Logistics/Communication

School decisions based on risk dial, county cases, community cases, school cases, it may be a little like weather decisions. We'll get as much information as we can to make decisions.

We will use website, Facebook, other social media. I will be communicating to staff, students, and parents as decisions finalize. I know that people have questions as to what our plans are and we want to inform our staff and families as soon as we can.

Risk dials –3 or 4 categories based on which one you are looking at. Green is almost normal and Red is high-risk. Yellow and Orange are medium risk. The health department said to think of the dial as a continuum. Responses can be at each district's discretion and this is one piece of information we will use.

### Construction Update

Elementary building meeting – July 9<sup>th</sup>

Change Orders

KSB Policy Updates for you to review

**Budget Information** –I have been working with Lynne, she is a great help. I am working to learn the processes in the office for requisitions, approvals, etc. Some uniqueness this year with CARES act money and budgeting for different scenarios due to COVID.

**Graduation-**

Mr. Theobald has been checking with families

Board of Education Regular Meeting  
Monday, June 15, 2020 7:30 PM Central

Fillmore Central High School  
1410 L Street  
Geneva, NE 68361-1599

Shaun Farmer: Present  
Doug Gergen: Present  
Christin Lovegrove: Present  
Mike Motis: Present  
P.J. O'Connor: Present  
Jana Schelkopf: Present  
Present: 6.

1. Call to Order

President O'Connor called the meeting to order at 7:30 pm

2. Recognize Open Meetings Laws and location of the poster

3. Roll Call

4. Declaration of Legal Meeting/Excuse Absences

4.1. Declaration of Legal Meeting

Recommendation that this regular meeting of June 15, 2020 be declared a legal meeting passed with a motion by Doug Gergen and a second by Christin Lovegrove.

Shaun Farmer: Yea, Doug Gergen: Yea, Christin Lovegrove: Yea, Mike Motis: Yea, P.J. O'Connor: Yea, Jana Schelkopf: Yea  
Yea: 6, Nay: 0

4.2. Excuse Absence

There were no absences.

5. Public Comment

6. Reports from Administration

\*\*Principals are excused/off duty in June and July.

Mr. Norvell/Superintendent – the next construction meeting for the elementary is June 24. Everything appears to be going very smoothly. There have been no change orders or issues to date. This week there will be a few windows and doors installed. Budget information is being left for Mr. Cumpston. Mr. Norvell is very comfortable with the transition. Free hand sanitizer was provided by University through ESU. Masks have not been ordered at this time but will likely order some in regards to mandatory requirement. The biggest issue that Mr. Norvell sees will be caution by student families and staff with health issues that are apprehensive about returning in-person to school. Graduation is July 24 at 7 pm with it planned in the gym. Many meetings are being held regarding the start of school but there are a lot of unknowns to make any decisions now.

7. Action Items

7.1. Approval of the Minutes of the following board meetings: May 11, 2020

Recommendation that the Board approve the minutes from the May 11, 2020 regular meeting as presented passed with a motion by Shaun Farmer and a second by Mike Motis.

Shaun Farmer: Yea, Doug Gergen: Yea, Christin Lovegrove: Yea, Mike Motis: Yea, P.J. O'Connor: Yea, Jana Schelkopf: Yea  
Yea: 6, Nay: 0

7.2. Receive, review and accept Finance reports

Recommendation that the Board approve the financial reports as presented passed with a motion by Jana Schelkopf and a second by Doug Gergen.

Shaun Farmer: Yea, Doug Gergen: Yea, Christin Lovegrove: Yea, Mike Motis: Yea, P.J. O'Connor: Yea, Jana Schelkopf: Yea  
Yea: 6, Nay: 0

7.3. Review and approve the General Fund Claims

Recommendation that the Board approve the General Fund claims as presented in the amount of \$127,028.66 passed with a motion by Doug Gergen and a second by Christin Lovegrove.

Shaun Farmer: Yea, Doug Gergen: Yea, Christin Lovegrove: Yea, Mike Motis: Yea, P.J. O'Connor: Yea, Jana Schelkopf: Yea  
Yea: 6, Nay: 0

7.4. Review and approve the Building Fund Claims

Recommendation that the Board approve the Building Fund claims in the amount of \$290,331.03 as presented passed with a motion by Jana Schelkopf and a second by Doug Gergen.

Shaun Farmer: Yea, Doug Gergen: Yea, Christin Lovegrove: Yea, Mike Motis: Yea, P.J. O'Connor: Yea, Jana Schelkopf: Yea  
Yea: 6, Nay: 0

7.5. Review, Consider, and Approve Miscellaneous Charges Schedule

Recommendation that the Board approve the 2020-2021 Miscellaneous Charges Schedule as presented passed with a motion by Shaun Farmer and a second by Doug Gergen.

Shaun Farmer: Yea, Doug Gergen: Yea, Christin Lovegrove: Yea, Mike Motis: Yea, P.J. O'Connor: Yea, Jana Schelkopf: Yea  
Yea: 6, Nay: 0

7.6. Consider and Approve Elementary Teaching Contract for Tiffany Scheele

Recommendation that the Board approve a teaching contract for Tiffany Scheele as an elementary instructor for the 2020-2021 school year passed with a motion by Doug Gergen and a second by Jana Schelkopf.

Shaun Farmer: Yea, Doug Gergen: Yea, Christin Lovegrove: Yea, Mike Motis: Yea, P.J. O'Connor: Yea, Jana Schelkopf: Yea  
Yea: 6, Nay: 0

8. Discussion Items

8.1. Review changes for Elementary, Middle School, High School, and Activity Handbooks

Fairly minor changes except that all three buildings worked together to make sure there was an aligned school attendance policy throughout all three buildings.

#### 8.2. Review Parent Involvement Policy

Parent Involvement Policy & Bullying Policy - you have to review the policies every year. Intent is that we do want parent involvement and do not want bullying. KSB has sent the policy updates for next year but will be introduced in July, adopted in August.

#### 8.3. Review Bullying Policy

#### 8.4. Update on Girls Wrestling and Bowling

Bowling passed as a co-ed sport during the winter season and is not dual participation. Girls wrestling passed as an emerging sport (which means you have 3 years to bring it full bore). The goal is to slowly over the next 3 years there would be girls only wrestling. Most school are incorporating into current wrestling program.

#### 8.5. Discuss cooperation, sharing, with area school districts

Discussion on long-term opportunities for neighboring districts. The board discussed the desire to have open communication with Exeter-Milligan and review and discuss options. The board decided to approach the Exeter-Milligan board for a feasibility study. Fillmore Central will pay for the study but would like Exeter-Milligan to cooperate and consent to that. We will vote on the feasibility study in July.

Discussion on the potential to add in wrestling with Bruning-Davenport. There needs to be a formal written offer for board to consider. Need to be open and willing to work with other districts but also weigh benefits and issues.

#### 8.6. Next Meeting is July 13, 2020 at 7:30 pm.

#### 9. Adjourn meeting

Recommendation that this regular meeting of June 15, 2020 be adjourned at 8:27 pm passed with a motion by Doug Gergen and a second by Shaun Farmer.

Shaun Farmer: Yea, Doug Gergen: Yea, Christin Lovegrove: Yea, Mike Motis: Yea, P.J. O'Connor: Yea, Jana Schelkopf: Yea

Yea: 6, Nay: 0

**CLERK'S REPORT**

Reporting Period: 6/30/2020

<b>Beginning Checking Account Balance</b>		<b>\$2,516,329.21</b>
Parents	Yearbook Sales	\$145.00
Parents	Lost Book-B Smith	\$56.79
EMC Insurance Companies	Pro Rata Deductible Reimbursement	\$31.90
Fillmore County Treasurer	General Taxes	\$568,828.67
State of Nebraska	IDEA Part B Base	\$106,453.00
State of Nebraska	IDEA Part B Preschool	\$9,264.00
State of Nebraska	Medicaid Administrative Fees	\$4,403.92
Payroll Accounts	Payroll Tax Deposits	\$88,888.90
City of Geneva	Senior Center Rent	\$130.00
Staff	Health Insurance Reimb-C Roper	\$1,078.89
State of Nebraska	Sped School Age 2018-2019	\$140,246.00
Educational Service Unit #6	July Rent	\$8,144.47
Educational Service Unit #6	Perkins Funds	\$1,305.10
Staff	Health Insurance Reimb-K Vnoucek	\$785.62
State of Nebraska	Medicaid Direct Services	\$6,452.96
Staff	Donation-M Norvell	\$225.00
Peru State College	Online Courses	\$120.00
Peru State College	Early Entry Dual Credits	\$240.00
State of Nebraska	State Aid	\$7,669.00
Heartland Bank	Checking Interest	\$248.54

Total Receipts	\$944,717.76
Plus Transfer from Hot Lunch Fund to Checking (Payroll Direct Deposits)	\$6,991.34
Less Disbursements	\$731,454.93

**Checking Account Balance** **\$2,736,583.38**

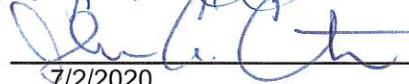
Bank Statement Balance	\$2,778,397.54
Less Outstanding Checks	(\$41,814.16)
Outstanding Hot Lunch Fund Direct Deposits	\$0.00
<b>Checking Account Balance</b>	<b>\$2,736,583.38</b>

General Fund Checking Account Balance	\$2,736,583.38
FCPS Checking Account Balance	\$25,354.14
General Fund CD's (including accrued interest)	\$0.00
<b>Total General Fund Balance</b>	<b>\$2,761,937.52</b>

Prepared By:

  
\_\_\_\_\_

Approved By:

  
\_\_\_\_\_

Date Prepared:

7/2/2020

**FCPS FUND - June 2020**

Future Business Leaders of America	NLC Registrations	\$455.00
Quadient Finance USA Inc	Elementary Postage	\$300.00
Verizon Wireless	Cell Phones	\$256.78
Jill's Sweetshop	Meals	\$66.00
Geneva Floral	Flowers/Plant	\$172.30
US Bank Visa	Meals	\$87.38
Windstream	Telephone	\$902.02
<b>TOTAL</b>		<b>\$2,239.48</b>

**MASTERCARD - June 2020**

Hilton Hotel	Reservations Refund	<b>(\$314.00)</b>
eBay	Supplies	\$309.20
ACCO Brands Direct	Supplies	\$21.17
Molcajete Mexican Restaurant	Meals	\$89.86
Amazon	Supplies	\$99.99
Target	Supplies	\$87.20
DeWalt Service Net	Equipment	\$168.15
EB Great Plains Summit	Registration	\$99.00
<b>TOTAL</b>		<b>\$560.57</b>

FUND REPORTS - June 2020							
<b>BUILDING FUND</b>							
9/1/2019	Month	YTD	Month	YTD	YTD	Current	Current
Beg. Bal.	Receipts	Receipts	Disburse.	Disburse.	Balance	Checking	CD
\$ 381,947.32	\$ 43,735.30	\$ 566,410.01	\$ 290,331.03	\$ 493,912.70	\$ 454,444.63	\$ 454,444.63	\$ -
<b>GENERAL FUND PROPERTY TAX RECAP</b>							
Budgeted	Current Mo.	YTD	YTD %				
Amount	Collected	Collected	Collected				
\$ 7,224,154.00	\$ 82,809.79	\$ 7,475,317.06	103.48%				
<b>DEPRECIATION FUND</b>							
9/1/2019	Month	YTD	Month	YTD	YTD	Current	Current
Beg. Bal.	Receipts	Receipts	Disburse.	Disburse.	Balance	Checking	CD
\$ 209,172.65	\$ 27.58	\$ 591.28	\$ -	\$ -	\$ 209,763.93	\$ 209,763.93	\$ -
<b>EMPLOYEE BENEFIT FUND</b>							
9/1/2019	Month	YTD	Month	YTD	YTD		
Beg. Bal.	Receipts	Receipts	Disburse.	Disburse.	Balance		
\$ 41,444.21	\$ 4,042.30	\$ 40,438.89	\$ 5,854.55	\$ 37,603.47	\$ 44,279.63		
<b>PAYROLL RETIREMENT FUND</b>							
9/1/2019	Month	YTD	Month	YTD	YTD		
Beg. Bal.	Receipts	Receipts	Disburse.	Disburse.	Balance		
\$ -	\$ 69,705.18	\$ 722,902.77	\$ 69,705.18	\$ 722,902.77	\$ -		
<b>QUALIFIED CAPITAL PURPOSE UNDERTAKING FUND</b>							
9/1/2019	Month	YTD	Month	YTD	YTD		
Beg. Bal.	Receipts	Receipts	Disburse.	Disburse.	Balance		
\$ 2,086.24	\$ 0.47	\$ 48.32	\$ -	\$ -	\$ 2,134.56		
<b>UNEMPLOYMENT SAVINGS ACCOUNT</b>							
9/1/2019	Month	YTD	Month	YTD		Current	Current
Beg. Bal.	Receipts	Receipts	Disburse.	Disburse.	Balance	Savings	CD
\$ 63,958.94	\$ 1.50	\$ 114.03	\$ -	\$ -	\$ 64,072.97	\$ 34,182.44	\$ 29,890.53
<b>HOT LUNCH PROGRAM - For May 2020</b>							
9/1/2019	Month	YTD	Month	YTD	YTD		
Beg. Bal.	Receipts	Receipts	Disburse.	Disburse.	Balance		
\$ 3,424.06	\$ 22,656.27	\$ 324,127.57	\$ 29,933.95	\$ 334,106.25	\$ (6,554.62)		
<b>ACTIVITIES REPORT</b>							
9/1/2019	Month	YTD	Month	YTD	YTD	Current	Current
Beg. Bal.	Receipts	Receipts	Disburse.	Disburse.	Balance	Checking	CD/Checking
\$ 278,955.65	\$ 15,621.99	\$ 292,707.76	\$ 3,612.74	\$ 249,070.16	\$ 322,593.25	\$ 210,934.61	\$ 111,658.64

FILLMORE CO. SCHOOL DIST. #30-0025  
 COUNTY TREASURER'S RECEIPTS

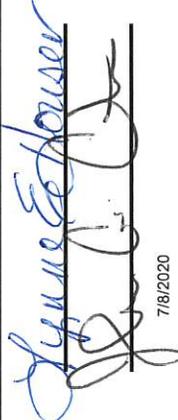
Reporting Period: June 1-30 2020

TAX SOURCE	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	Apr.	May	June	July	Aug.	Y-T-D
Levied Tax 2009	(\$2,113.72)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	(\$2,113.72)
Interest 2009	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Levied Tax 2010	\$1,078.61	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,078.61
Interest 2010	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Levied Tax 2011	\$2,454.06	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,454.06
Interest 2011	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Levied Tax 2012	\$269.95	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$269.95
Interest 2012	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Levied Tax 2013	\$186.57	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$186.57
Interest 2013	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Levied Tax 2014	\$185.08	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$185.08
Interest 2014	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Levied Tax 2015	\$120.37	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$215.91	\$0.00	\$0.00	\$0.00	\$0.00	\$345.39
Interest 2015	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4.52	\$0.00	\$112.18	\$0.00	\$0.00	\$0.00	\$0.00	\$116.70
Levied Tax 2016	\$103.11	\$0.00	\$0.00	\$0.00	\$0.00	\$8.48	\$0.00	\$213.50	\$0.00	\$0.00	\$0.00	\$0.00	\$325.09
Interest 2016	\$4.52	\$0.00	\$0.00	\$0.00	\$0.00	\$3.02	\$0.00	\$81.03	\$0.00	\$0.00	\$0.00	\$0.00	\$88.57
Levied Tax 2017	\$139.07	\$0.00	\$0.00	\$0.00	\$0.00	\$8.84	\$0.00	\$220.96	\$0.00	\$0.00	\$0.00	\$0.00	\$427.43
Interest 2017	\$9.64	\$0.00	\$0.00	\$0.00	\$0.00	\$1.91	\$0.00	\$52.92	\$0.00	\$0.00	\$0.00	\$0.00	\$64.47
Levied Tax 2018	\$1,773,875.34	\$370,388.28	\$31,716.13	\$5,760.50	\$23,494.25	\$10,885.89	\$2,811.91	\$2,969.26	\$139.56	\$94.04	\$210.19	\$0.00	\$2,222,345.35
Interest 2018	\$338.37	\$1,128.52	\$770.77	\$238.01	\$1,204.93	\$754.16	\$251.82	\$252.97	\$13.57	\$11.27	\$25.45	\$0.00	\$4,989.84
Levied Tax 2019	\$0.00	\$0.00	\$0.00	\$0.00	\$1,062,467.79	\$534,217.82	\$41,623.49	\$740,588.93	\$1,960,902.33	\$538,499.61	\$43,758.14	\$0.00	\$4,922,058.11
Interest 2019	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,819.37	\$354.22	\$0.00	\$2,173.59
Vehicle Tax 2010	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Vehicle Tax 2011	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Vehicle Tax 2012	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Vehicle Tax 2013	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Vehicle Tax 2014	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Vehicle Tax 2015	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Vehicle Tax 2016	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Vehicle Tax 2017	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Vehicle Tax 2018	\$22,199.43	\$15,783.48	\$17,154.66	\$17,486.73	\$29,787.77	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$102,412.07
Vehicle Tax 2019	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$101,833.95	\$24,087.50	\$20,876.92	\$21,389.60	\$16,341.07	\$30,894.49	\$0.00	\$215,423.53
Homestead Exemption	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$8,010.78	\$8,010.78	\$8,010.78	\$8,010.78	\$8,010.78	\$0.00	\$40,053.90
Property Tax Credit	(\$17,745.29)	(\$3,716.76)	(\$325.48)	(\$59.99)	(\$10,871.67)	(\$2,028.98)	(\$393.01)	(\$1,982.87)	\$0.00	\$0.00	(\$443.48)	\$0.00	(\$37,567.53)
<b>Property Tax Total</b>	<b>\$1,781,105.11</b>	<b>\$383,583.52</b>	<b>\$49,316.08</b>	<b>\$23,425.25</b>	<b>\$1,106,083.07</b>	<b>\$645,698.72</b>	<b>\$76,392.49</b>	<b>\$771,612.49</b>	<b>\$1,990,514.40</b>	<b>\$564,776.14</b>	<b>\$82,809.79</b>	<b>\$0.00</b>	<b>\$7,475,317.06</b>

Prepared by:

Approved by:

Date Prepared: 7/8/2020



FILLMORE CO. SCHOOL DIST. #30-0025  
COUNTY TREASURER'S RECEIPTS

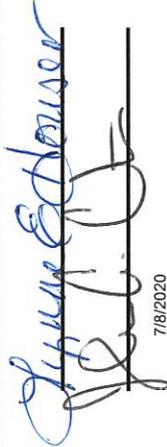
Reporting Period: June 1-30 2020

TAX SOURCE	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	Apr.	May	June	July	Aug.	Y-T-D
Levied Tax 2009	(\$2,113.72)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	(\$2,113.72)
Interest 2009	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Levied Tax 2010	\$1,078.61	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,078.61
Interest 2010	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Levied Tax 2011	\$2,454.06	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,454.06
Interest 2011	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Levied Tax 2012	\$269.95	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$269.95
Interest 2012	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Levied Tax 2013	\$186.57	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$186.57
Interest 2013	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Levied Tax 2014	\$185.08	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$185.08
Interest 2014	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Levied Tax 2015	\$120.37	\$0.00	\$0.00	\$0.00	\$0.00	\$9.11	\$0.00	\$215.91	\$0.00	\$0.00	\$0.00	\$0.00	\$345.39
Interest 2015	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4.52	\$0.00	\$112.18	\$0.00	\$0.00	\$0.00	\$0.00	\$116.70
Levied Tax 2016	\$103.11	\$0.00	\$0.00	\$0.00	\$0.00	\$8.48	\$0.00	\$213.50	\$0.00	\$0.00	\$0.00	\$0.00	\$326.09
Interest 2016	\$4.52	\$0.00	\$0.00	\$0.00	\$0.00	\$3.02	\$0.00	\$81.03	\$0.00	\$0.00	\$0.00	\$0.00	\$88.57
Levied Tax 2017	\$139.07	\$0.00	\$0.00	\$0.00	\$0.00	\$8.84	\$0.00	\$220.96	\$58.56	\$0.00	\$0.00	\$0.00	\$427.43
Interest 2017	\$9.64	\$0.00	\$0.00	\$0.00	\$0.00	\$1.91	\$0.00	\$52.92	\$0.00	\$0.00	\$0.00	\$0.00	\$64.47
Levied Tax 2018	\$1,773,875.34	\$370,388.28	\$31,716.13	\$5,760.50	\$23,494.25	\$10,886.89	\$2,811.91	\$2,969.26	\$139.56	\$94.04	\$210.19	\$0.00	\$2,222,345.35
Interest 2018	\$338.37	\$1,128.52	\$770.77	\$238.01	\$1,204.93	\$754.16	\$251.82	\$252.97	\$13.57	\$11.27	\$25.45	\$0.00	\$4,989.84
Levied Tax 2019	\$0.00	\$0.00	\$0.00	\$0.00	\$1,062,467.79	\$534,217.82	\$41,623.49	\$740,588.93	\$1,960,902.33	\$538,499.61	\$43,758.14	\$0.00	\$4,922,058.11
Interest 2019	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,819.37	\$354.22	\$0.00	\$2,173.59
Vehicle Tax 2010	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Vehicle Tax 2011	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Vehicle Tax 2012	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Vehicle Tax 2013	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Vehicle Tax 2014	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Vehicle Tax 2015	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Vehicle Tax 2016	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Vehicle Tax 2017	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Vehicle Tax 2018	\$22,199.43	\$15,783.48	\$17,154.66	\$17,486.73	\$29,787.77	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$102,412.07
Vehicle Tax 2019	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$101,833.95	\$24,087.50	\$20,876.92	\$21,389.60	\$16,341.07	\$30,894.49	\$0.00	\$215,423.53
Homestead Exemption	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$8,010.78	\$8,010.78	\$8,010.78	\$8,010.78	\$8,010.78	\$0.00	\$40,053.90
Property Tax Credit	(\$17,745.29)	(\$3,716.76)	(\$325.48)	(\$59.99)	(\$10,871.67)	(\$2,028.98)	(\$393.01)	(\$1,982.87)	\$0.00	\$0.00	(\$443.48)	\$0.00	(\$37,567.53)
<b>Property Tax Total</b>	<b>\$1,781,105.11</b>	<b>\$383,583.52</b>	<b>\$49,316.08</b>	<b>\$23,425.25</b>	<b>\$1,106,083.07</b>	<b>\$645,698.72</b>	<b>\$76,392.49</b>	<b>\$771,612.49</b>	<b>\$1,990,514.40</b>	<b>\$564,776.14</b>	<b>\$82,809.79</b>	<b>\$0.00</b>	<b>\$7,475,317.06</b>
Pro-Rata Vehicle	\$0.00	\$326.00	\$0.00	\$0.00	\$224.44	\$0.00	\$0.00	\$6,410.56	\$0.00	\$0.00	\$2,477.48	\$0.00	\$9,438.48
Carline Tax	\$280.82	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,348.57	\$0.00	\$0.00	\$0.00	\$0.00	\$1,629.39
Co.Court Fines & Lic	\$1,671.43	\$1,045.64	\$1,927.20	\$2,611.45	\$2,947.59	\$2,270.63	\$3,205.83	\$3,670.49	\$1,822.85	\$4,052.53	\$1,843.91	\$0.00	\$27,069.55
Penalties	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Railroad Money	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
In Lieu of Tax/Pub Power	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
In Lieu of Tax	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Police Court Fines	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>Other Taxes Total</b>	<b>\$1,952.25</b>	<b>\$1,371.64</b>	<b>\$1,927.20</b>	<b>\$2,611.45</b>	<b>\$3,172.03</b>	<b>\$2,270.63</b>	<b>\$3,205.83</b>	<b>\$10,081.05</b>	<b>\$3,171.42</b>	<b>\$4,052.53</b>	<b>\$4,321.39</b>	<b>\$0.00</b>	<b>\$38,137.42</b>
<b>TOTAL COLLECTED</b>	<b>\$1,783,057.36</b>	<b>\$384,955.16</b>	<b>\$51,243.28</b>	<b>\$26,036.70</b>	<b>\$1,109,255.10</b>	<b>\$647,969.35</b>	<b>\$79,598.32</b>	<b>\$781,693.54</b>	<b>\$1,993,685.82</b>	<b>\$568,828.67</b>	<b>\$87,131.18</b>	<b>\$0.00</b>	<b>\$7,513,454.48</b>

Prepared by:

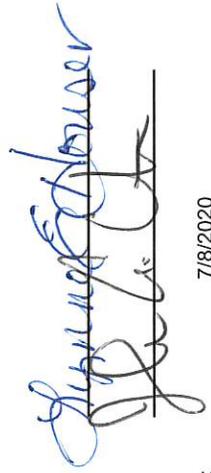
Approved by:

Date Prepared: 7/8/2020



**Recap of Property Taxes**  
 (Includes Real Estate, Personal, Special, Motor Vehicle, & Homestead Exemption Collections)

Month	YTD% Collected									
	2015-2016	2015-2016	2016-2017	2016-2017	2017-2018	2017-2018	2018-2019	2018-2019	2019-2020	2019-2020
SEPTEMBER	\$1,380,139.42	22.23%	\$1,502,837.29	23.76%	\$1,567,553.65	23.71%	\$1,536,236.05	22.70%	\$1,781,105.11	24.65%
OCTOBER	\$445,125.28	29.39%	\$286,045.73	28.28%	\$224,393.30	27.11%	\$218,749.09	25.93%	\$383,583.52	29.96%
NOVEMBER	\$57,189.55	30.31%	\$29,192.25	28.74%	\$37,318.35	27.67%	\$117,622.74	27.67%	\$49,316.08	30.65%
DECEMBER	\$35,012.61	30.88%	\$21,143.77	29.08%	\$36,048.59	28.22%	\$26,527.18	28.06%	\$23,425.25	30.97%
JANUARY	\$1,196,690.33	50.15%	\$1,253,627.00	48.90%	\$1,427,240.70	49.81%	\$1,233,519.48	46.29%	\$1,106,083.07	46.28%
FEBRUARY	\$329,161.79	55.45%	\$289,925.54	53.48%	\$691,897.33	60.28%	\$580,559.34	54.87%	\$645,698.72	55.22%
MARCH	\$353,386.13	61.14%	\$390,035.56	59.65%	\$76,719.07	61.44%	\$76,025.96	55.99%	\$76,392.49	56.28%
APRIL	\$337,955.72	66.58%	\$595,912.71	69.07%	\$370,143.32	67.04%	\$416,804.53	62.15%	\$771,612.49	66.96%
MAY	\$1,789,926.71	95.41%	\$1,522,646.78	93.15%	\$2,044,465.75	97.97%	\$2,228,410.13	95.08%	\$1,990,514.40	94.51%
JUNE	\$674,808.29	106.27%	\$770,257.76	105.32%	\$440,765.26	104.63%	\$711,926.55	105.60%	\$564,776.14	102.33%
JULY	\$46,842.79	107.03%	\$42,409.08	105.99%	\$75,548.79	105.78%	\$41,512.10	106.22%	\$82,809.79	103.48%
AUGUST	\$56,548.53	107.94%	\$88,002.20	107.39%	\$71,425.52	106.86%	\$86,415.20	107.49%		
YTD TOTAL	\$ 6,702,787.15	107.94%	\$ 6,792,035.67	107.39%	\$ 7,063,519.63	106.86%	\$ 7,274,308.35	107.49%	\$ 7,475,317.06	103.48%
BUDGET	\$ 6,209,844.00		\$ 6,324,860.00		\$ 6,610,272.00		\$ 6,767,152.00		\$ 7,224,154.00	
%/BUDGET	107.94%		107.39%		106.86%		107.49%		103.48%	

Prepared by:   
 Approved by: \_\_\_\_\_  
 Date Prepared: 7/8/2020

Reporting Period: 06/01/20-06/30/20

GENERAL FUND EXPENDITURES MONTH GROUP REPORT - JUNE 2020

Account Number	Account Description	Budgeted Amount	Expended During Month	Expenditures Year to Date	% of Budget Spent	Adjusted Balance
01	<b>GENERAL FUND</b>					
1100	<b>REGULAR INSTRUCTIONAL PROGRAMS</b>					
100	OVERTIME SALARIES NON-	2,379,750.00	192,206.83	2,003,086.89	84.17	376,663.11
200	RETIREMENT NON-INSTRUCTIONAL	1,215,250.00	95,449.45	903,971.59	74.39	311,278.41
300	PROFESSIONAL SERVICES	33,000.00	354.32	31,696.55	96.05	1,303.45
400	BUS REPAIRS AND MTNCE	102,000.00	4,632.83	89,097.75	98.51	12,902.25
500	TRAVEL EXPENSE AND MILEAGE	15,900.00	1,139.36	13,737.58	88.92	2,162.42
600	BOOKS, TEXTBOOKS & PERIODICALS	108,000.00	1,078.11	77,310.01	74.75	30,689.99
700	730	63,000.00	1,706.49	58,445.07	96.54	4,554.93
800	MISC OBJECTS	4,100.00	235.00	11,125.87	308.41	(7,025.87)
1100	<b>ALL INSTRUCTION</b>	<b>3,921,000.00</b>	<b>296,802.39</b>	<b>3,188,471.31</b>	<b>81.84</b>	<b>732,528.69</b>
1200	<b>SPECIAL EDUCATION PROGRAMS</b>					
100	OVERTIME SALARIES NON-	457,750.00	35,922.28	397,089.29	86.75	60,660.71
200	HEALTH BENEFITS NON-	218,700.00	17,628.23	183,933.48	84.10	34,766.52
300	PROFESSIONAL SERVICES	85,000.00	12,328.47	30,739.19	36.16	54,260.81
500	TUITION(TYKE)	1,042,057.00	38,999.37	642,654.78	61.67	399,392.22
600	BOOKS, TEXTBOOKS & PERIODICALS	5,550.00	0.00	2,530.28	45.59	3,019.72
700	730	8,950.00	60.00	3,711.60	41.47	5,238.40
1200	<b>ALL INSTRUCTION</b>	<b>1,818,007.00</b>	<b>104,938.35</b>	<b>1,260,668.62</b>	<b>69.34</b>	<b>557,338.38</b>
1300	<b>DRIVERS EDUCATION</b>					
100	SALARIES NON-INSTRUCTIONAL	6,000.00	484.00	4,840.00	80.67	1,160.00
200	RETIREMENT NON-INSTRUCTIONAL	1,000.00	84.84	848.40	84.84	151.60
1300	<b>ALL INSTRUCTION</b>	<b>7,000.00</b>	<b>568.84</b>	<b>5,688.40</b>	<b>81.26</b>	<b>1,311.60</b>
2100	<b>SUPPORT SERVICES/PUPIL SERVICE</b>					
100	ADDITIONAL COMPENSATION NON-	369,600.00	26,971.78	299,353.75	80.99	70,246.25
200	RETIREMENT NON-INSTRUCTIONAL	80,350.00	6,132.73	65,094.21	81.01	15,255.79
300	PROFESSIONAL SERVICES	307,250.00	23,149.54	252,731.78	82.26	54,518.22
400	BUS REPAIRS AND MTNCE	9,000.00	0.00	0.00	0.00	9,000.00
500	TRAVEL EXPENSE AND MILEAGE	264,100.00	0.00	147,602.01	55.92	116,497.99
600	ENERGY-FUEL	35,300.00	283.14	20,753.46	59.02	14,546.54
800	MISC OBJECTS	37,400.00	3,068.01	24,937.59	72.72	12,462.41
2100	<b>SUPPORT SERVICES</b>	<b>1,103,000.00</b>	<b>59,605.20</b>	<b>810,472.80</b>	<b>73.70</b>	<b>292,527.20</b>
2200	<b>SUPPORT SERVICES/LIBRARY-MEDIA</b>					
100	OVERTIME SALARIES NON-	82,100.00	6,174.40	64,808.28	78.94	17,291.72
200	RETIREMENT NON-INSTRUCTIONAL	34,500.00	2,672.67	26,670.78	77.31	7,829.22
300	PROFESSIONAL SERVICES	13,200.00	0.00	16,234.16	122.99	(3,034.16)
500	TELEPHONE	10,600.00	0.00	122.85	1.16	10,477.15
600	BOOKS, TEXTBOOKS & PERIODICALS	16,450.00	0.00	6,255.98	45.43	10,194.12
700	730	3,000.00	0.00	0.00	0.00	3,000.00
800	MISC OBJECTS	1,150.00	0.00	7,000.00	608.70	(5,850.00)

GENERAL FUND EXPENDITURES MONTH GROUP REPORT - JUNE 2020

Account Number	Account Description	Budgeted Amount	Expended During Month	Expenditures Year to Date	% of Budget Spent	Adjusted Balance
2200	SUPPORT SERVICES	161,000.00	8,847.07	121,091.95	75.97	39,908.05
2300	SUPPORT SERVICES-GEN ADMIN					
100	SALARY	154,000.00	12,833.37	128,333.34	83.33	25,666.66
200	290	27,600.00	2,279.19	21,788.76	78.94	5,311.24
300	310	24,800.00	1,000.00	12,527.70	50.51	12,272.30
400	BUS REPAIRS AND MTNCE	2,000.00	262.08	1,597.07	79.85	402.93
500	TRAVEL EXPENSE AND MILEAGE	10,400.00	68.70	4,842.48	48.18	5,557.52
600	SUPPLIES	2,500.00	0.00	607.27	24.29	1,892.73
800	MISC OBJECTS	13,800.00	787.77	10,202.56	75.20	3,597.44
2300	SUPPORT SERVICES	235,100.00	17,231.11	179,899.18	76.67	55,200.82
2400	OFFICE OF PRINCIPAL					
100	ADDITIONAL COMPENSATION NON-	371,700.00	31,752.17	317,750.72	85.49	53,949.28
200	HEALTH BENEFITS NON-	129,250.00	10,086.22	111,383.51	86.18	17,866.49
500	TRAVEL EXPENSE AND MILEAGE	5,050.00	34.30	3,405.73	80.21	1,644.27
600	SUPPLIES	3,000.00	0.00	46.59	4.77	2,953.41
800	MISC OBJECTS	6,000.00	99.97	2,252.71	42.71	3,747.29
2400	SUPPORT SERVICES	515,000.00	41,972.66	434,839.26	84.64	80,160.74
2500	SUPPORT SERVICES-GEN BUSINESS					
100	OVERTIME SALARIES NON-	48,000.00	3,205.35	39,562.36	82.42	8,437.64
200	WORKER'S COMP NON-INSTRUCTIONAL	49,950.00	3,857.10	43,075.09	86.24	6,874.91
300	PROFESSIONAL SERVICES	5,000.00	100.00	1,600.00	32.00	3,400.00
400	BUS REPAIRS AND MTNCE	3,000.00	262.08	1,597.06	53.24	1,402.94
500	TRAVEL EXPENSE AND MILEAGE	84,500.00	7,546.42	68,360.83	81.07	16,139.17
600	SUPPLIES	3,000.00	0.00	798.41	27.58	2,201.59
700	730	4,000.00	0.00	1,336.50	35.91	2,663.50
800	DUES AND FEES	450.00	0.00	319.00	70.89	131.00
2500	SUPPORT SERVICES	197,900.00	14,970.95	156,649.25	79.29	41,250.75
2600	SUPPORT SERVICES-BLDGS & SITES					
100	OVERTIME SALARIES NON-	244,500.00	19,653.33	208,228.39	85.16	36,271.61
200	RETIREMENT NON-INSTRUCTIONAL	127,850.00	10,965.59	111,706.57	87.37	16,143.43
300	PROFESSIONAL SERVICES	32,000.00	222.52	32,432.67	101.35	(432.67)
400	BUS REPAIRS AND MTNCE	138,000.00	6,337.27	67,432.03	48.91	70,567.97
500	TRAVEL EXPENSE AND MILEAGE	8,500.00	0.00	4,768.82	57.61	3,731.18
600	SUPPLIES	278,200.00	16,243.74	164,964.00	59.62	113,236.00
700	730	110,000.00	4,390.43	41,762.49	53.96	68,237.51
800	MISC OBJECTS	2,950.00	0.00	189.00	6.41	2,761.00
2600	SUPPORT SERVICES	942,000.00	57,812.88	631,483.97	69.02	310,516.03
2700	SUPPORT SERVICES-PUPIL TRANS					
100	SALARIES NON-INSTRUCTIONAL	133,000.00	6,452.70	98,913.89	74.37	34,086.11

GENERAL FUND EXPENDITURES MONTH GROUP REPORT - JUNE 2020

Account Number	Account Description	Budgeted Amount	Expended During Month	Expenditures Year to Date	% of Budget Spent	Adjusted Balance
200	RETIREMENT NON-INSTRUCTIONAL	43,950.00	2,323.78	31,793.23	72.34	12,156.77
300	330	20,500.00	0.00	0.00	0.00	20,500.00
400	BUS REPAIRS AND MTNCE	71,000.00	32.35	17,087.67	24.07	53,912.33
500	STUDENT TRANSPORTATION SVS.	54,500.00	319.44	11,854.57	21.75	42,645.43
600	ENERGY-FUEL	53,500.00	509.84	24,573.46	45.93	28,926.54
700	730	35,000.00	0.00	354.47	1.01	34,645.53
800	MISC OBJECTS	4,550.00	0.00	2,171.86	47.73	2,378.14
2700	SUPPORT SERVICES	416,000.00	9,638.11	186,749.15	44.89	229,250.85
3300	COMMUNITY SERVICES OPERATIONS					
800	MISC OBJECTS	12,000.00	0.00	13,476.00	112.30	(1,476.00)
3300	COMMUNITY SERVICES	12,000.00	0.00	13,476.00	112.30	(1,476.00)
3500	HIGH ABILITY LEARNING					
100	SALARIES NON-INSTRUCTIONAL	2,600.00	2,785.68	2,785.68	107.14	(185.68)
200	RETIREMENT NON-INSTRUCTIONAL	500.00	488.26	488.26	97.65	11.74
600	SUPPLIES	100.00	0.00	0.00	0.00	100.00
700	730	1,800.00	79.00	1,112.83	158.94	687.17
800	DUES AND FEES	4,000.00	0.00	640.00	24.25	3,360.00
3500	COMMUNITY SERVICES	9,000.00	3,352.94	5,026.77	78.94	3,973.23
6200	TITLE I					
100	SALARIES TEMP NON-INSTRUCTIONAL	78,200.00	6,289.67	66,943.20	85.61	11,256.80
200	HEALTH BENEFITS NON-	41,800.00	3,405.94	34,601.53	82.73	7,198.47
300	PUPIL SERVICES	9,579.00	525.55	525.55	5.49	9,053.45
600	SUPPLIES	10,587.00	0.00	8,432.39	79.65	2,154.61
800	MISC OBJECTS	0.00	0.00	0.00	0.00	0.00
6200	FEDERAL SERVICES	140,166.00	10,221.16	110,502.67	78.84	29,663.33
6400	IDEA PART B					
300	PUPIL SERVICES	0.00	0.00	0.00	0.00	0.00
500	TUITION(TYKE)	166,827.00	0.00	115,717.46	69.36	51,109.54
6400	FEDERAL SERVICES	166,827.00	0.00	115,717.46	69.36	51,109.54
6900	OTHER FEDERAL SERVICES					
400	LEASE VEHICLE	41,000.00	0.00	35,411.00	86.37	5,589.00
6900	FEDERAL SERVICES	41,000.00	0.00	35,411.00	86.37	5,589.00
8000	TRANSFERS					
900	910	90,000.00	10,000.00	100,000.00	111.11	(10,000.00)
8000	TRANSFERS	90,000.00	10,000.00	100,000.00	111.11	(10,000.00)
9000	NON-PROGRAMMED CHARGES					
100	SALARIES NON-INSTRUCTIONAL	0.00	0.00	0.00	0.00	0.00
200	RETIREMENT NON-INSTRUCTIONAL	0.00	0.00	0.00	0.00	0.00
800	MISC OBJECTS	0.00	0.00	547.47	0.00	(547.47)
9000	NON-PROGRAMMED CHARGES	0.00	0.00	547.47	0.00	(547.47)

GENERAL FUND EXPENDITURES MONTH GROUP REPORT - JUNE 2020

Account Number	Account Description	Budgeted Amount	Expended During Month	Expenditures Year to Date	% of Budget Spent	Adjusted Balance
01	GENERAL FUND	9,775,000.00	635,961.66	7,356,695.26	75.74	2,418,304.74

ACTIVITY FUND BALANCE REPORT - JUNE 2020

Fund: 05 ACTIVITIES FUND

Chart of Account Number	Chart of Account Description	Beginning Balance	Expenses	Revenues	Balance Change	Balance
05 704 0001	STUDENT FEES	18,535.82	0.00	1,577.50	0.00	20,113.32
05 704 0002	ATHLETICS	20,626.55	1,496.46	1,293.00	0.00	20,423.09
05 704 0003	CHEERLEADERS	1,264.44	978.27	0.00	0.00	286.17
05 704 0004	CONCESSIONS	1,401.72	0.00	1,720.00	0.00	3,121.72
05 704 0005	FC CLUB	12,189.43	321.15	6,547.00	0.00	18,415.28
05 704 0006	FFA	30,797.70	48.00	0.00	0.00	30,749.70
05 704 0007	FCCLA	25,163.65	0.00	0.00	0.00	25,163.65
05 704 0008	FBLA	4,837.72	0.00	1,232.00	0.00	6,069.72
05 704 0009	BAND	903.05	0.00	421.89	0.00	1,324.94
05 704 0011	NHS/STUCO	859.78	385.00	0.00	0.00	474.78
05 704 0014	FAMILY & CONSUMER SCIENCE	54.90	0.00	41.00	0.00	95.90
05 704 0015	AG SHOP	483.47	0.00	191.79	0.00	675.26
05 704 0017	ART	2,418.40	0.00	0.00	0.00	2,418.40
05 704 0018	CLOSE-UP	523.27	0.00	0.00	0.00	523.27
05 704 0019	FOREIGN LANGUAGE	1,998.27	0.00	0.00	0.00	1,998.27
05 704 0021	HIGH SCHOOL LIBRARY	1,406.77	0.00	23.55	0.00	1,430.32
05 704 0022	INDUSTRIAL TECH	575.79	0.00	0.00	0.00	575.79
05 704 0024	ONE-ACT	7,475.60	0.00	0.00	0.00	7,475.60
05 704 0025	PRINCIPAL'S ACCOUNT	3,596.54	0.00	86.85	0.00	3,683.39
05 704 0026	SUCCESS 4	4,527.20	0.00	0.00	0.00	4,527.20
05 704 0027	MILK MACHINE	2,574.23	0.00	0.00	0.00	2,574.23
05 704 0029	COF GRANT	1.21	0.00	0.00	0.00	1.21
05 704 0030	ELEMENTARY LIBRARY	1,378.71	0.00	0.00	0.00	1,378.71
05 704 0035	ELEMENTARY SCHOOL	7,323.91	0.00	942.20	0.00	8,266.11
05 704 0040	SPEECH	1,508.61	0.00	0.00	0.00	1,508.61
05 704 0042	MOCK TRIAL	0.00	0.00	0.00	0.00	0.00
05 704 0045	BIOLOGY ACCOUNT	293.94	0.00	0.00	0.00	293.94
05 704 0047	TESTS	1,788.54	0.00	0.00	0.00	1,788.54
05 704 0048	OUTDOOR CLASSROOM PROJECT	14,228.34	0.00	0.00	0.00	14,228.34
05 704 0049	FLINT HILLS SCHOLARSHIP	1,000.00	0.00	0.00	0.00	1,000.00
05 704 0075	CLASS OF 2019	0.00	0.00	0.00	0.00	0.00
05 704 0076	CLASS OF 2020	906.10	0.00	558.00	0.00	1,464.10
05 704 0077	CLASS OF 2021	2,811.24	0.00	0.00	0.00	2,811.24
05 704 0078	CLASS OF 2022	2,127.03	0.00	180.00	0.00	2,307.03
05 704 0079	CLASS OF 2023	73.80	0.00	220.00	0.00	293.80
05 704 0080	MS STUDENT COUNCIL	2,592.82	0.00	0.00	0.00	2,592.82
05 704 0081	MS PRINCIPAL'S FUND	3,530.75	383.86	462.38	0.00	3,609.27

ACTIVITY FUND BALANCE REPORT - JUNE 2020

Fund: 05 ACTIVITIES FUND

Chart of Account Number	Chart of Account Description	Beginning Balance	Expenses	Revenues	Balance Change	Balance
05 704 0082	MS LIBRARY	2,114.31	0.00	0.00	0.00	2,114.31
05 704 0084	MS MUSIC	2,446.71	0.00	0.00	0.00	2,446.71
05 704 0085	MS ART	55.07	0.00	0.00	0.00	55.07
05 704 0086	MS PACK	1,802.88	0.00	0.00	0.00	1,802.88
05 704 0087	MS BAND	(337.87)	0.00	0.00	0.00	(337.87)
05 704 0097	MABEL NEDZA SCHOLARSHIP FUND	111,541.51	0.00	117.13	0.00	111,658.64
05 704 0098	CLEARING	4,926.41	0.00	0.00	0.00	4,926.41
05 704 0099	INTEREST	6,255.68	0.00	7.70	0.00	6,263.38
Fund Total: 05		310,584.00	3,612.74	15,621.99	0.00	322,593.25

ACTIVITY FUND BALANCE REPORT - SEPTEMBER 1 2019 TO JUNE 30 2020

Fund: 05	ACTIVITIES FUND	Chart of Account Number	Chart of Account Description	Beginning Balance	Expenses	Revenues	Balance Change	Balance
05 704 0001		STUDENT FEES	19,558.73	7,759.00	8,313.59	0.00	0.00	20,113.32
05 704 0002		ATHLETICS	(1,725.94)	57,430.95	79,579.98	0.00	0.00	20,423.09
05 704 0003		CHEERLEADERS	512.16	2,777.87	2,551.88	0.00	0.00	286.17
05 704 0004		CONCESSIONS	1,942.10	37,324.27	38,503.89	0.00	0.00	3,121.72
05 704 0005		FC CLUB	13,259.69	24,114.18	29,268.77	0.00	0.00	18,415.28
05 704 0006		FFA	18,905.73	32,159.70	44,003.67	0.00	0.00	30,749.70
05 704 0007		FCCLA	22,849.00	6,598.68	8,913.33	0.00	0.00	25,163.65
05 704 0008		FBLA	2,652.20	4,333.79	7,751.31	0.00	0.00	6,069.72
05 704 0009		BAND	(1,612.03)	16,663.82	19,600.79	0.00	0.00	1,324.94
05 704 0011		NHS/STJCO	456.58	1,965.33	1,983.53	0.00	0.00	474.78
05 704 0014		FAMILY & CONSUMER SCIENCE	252.94	448.04	291.00	0.00	0.00	95.90
05 704 0015		AG SHOP	675.26	191.79	191.79	0.00	0.00	675.26
05 704 0017		ART	2,418.40	0.00	0.00	0.00	0.00	2,418.40
05 704 0018		CLOSE-UP	523.27	0.00	0.00	0.00	0.00	523.27
05 704 0019		FOREIGN LANGUAGE	355.11	178.00	1,821.16	0.00	0.00	1,998.27
05 704 0021		HIGH SCHOOL LIBRARY	1,406.77	0.00	23.55	0.00	0.00	1,430.32
05 704 0022		INDUSTRIAL TECH	768.81	778.02	685.00	0.00	0.00	575.79
05 704 0024		ONE-ACT	8,088.02	6,475.32	5,862.90	0.00	0.00	7,475.60
05 704 0025		PRINCIPAL'S ACCOUNT	4,038.96	2,263.73	1,908.16	0.00	0.00	3,683.39
05 704 0026		SUCCESS 4	5,374.01	878.22	31.41	0.00	0.00	4,527.20
05 704 0027		MILK MACHINE	2,094.49	1,405.26	1,885.00	0.00	0.00	2,574.23
05 704 0029		COF GRANT	1.21	0.00	0.00	0.00	0.00	1.21
05 704 0030		ELEMENTARY LIBRARY	1,378.71	0.00	0.00	0.00	0.00	1,378.71
05 704 0035		ELEMENTARY SCHOOL	7,587.84	6,568.59	7,246.86	0.00	0.00	8,266.11
05 704 0040		SPEECH	1,297.25	1,991.30	2,102.66	0.00	0.00	1,508.61
05 704 0042		MOCK TRIAL	(527.49)	0.00	527.49	0.00	0.00	0.00
05 704 0045		BIOLOGY ACCOUNT	293.94	0.00	0.00	0.00	0.00	293.94
05 704 0047		TESTS	2,904.54	1,266.00	150.00	0.00	0.00	1,788.54
05 704 0048		OUTDOOR CLASSROOM PROJECT	25,539.32	11,810.98	500.00	0.00	0.00	14,228.34
05 704 0049		FLINT HILLS SCHOLARSHIP	0.00	0.00	1,000.00	0.00	0.00	1,000.00
05 704 0075		CLASS OF 2019	205.73	205.73	0.00	0.00	0.00	0.00
05 704 0076		CLASS OF 2020	597.24	803.94	1,670.80	0.00	0.00	1,464.10
05 704 0077		CLASS OF 2021	3,125.59	1,864.84	1,550.49	0.00	0.00	2,811.24
05 704 0078		CLASS OF 2022	333.74	0.00	1,973.29	0.00	0.00	2,307.03
05 704 0079		CLASS OF 2023	0.00	0.00	293.80	0.00	0.00	293.80
05 704 0080		MS STUDENT COUNCIL	4,065.46	2,379.56	906.92	0.00	0.00	2,592.82
05 704 0081		MS PRINCIPAL'S FUND	2,644.57	13,477.86	14,442.56	0.00	0.00	3,609.27

ACTIVITY FUND BALANCE REPORT - SEPTEMBER 1 2019 TO JUNE 30 2020

Fund: 05 ACTIVITIES FUND

Chart of Account Number	Chart of Account Description	Beginning Balance	Expenses	Revenues	Balance Change	Balance
05 704 0082	MS LIBRARY	2,113.71	3,143.16	3,143.76	0.00	2,114.31
05 704 0084	MS MUSIC	2,446.71	0.00	0.00	0.00	2,446.71
05 704 0085	MS ART	55.07	0.00	0.00	0.00	55.07
05 704 0086	MS PACK	1,087.26	1,912.23	2,627.85	0.00	1,802.88
05 704 0087	MS BAND	(337.87)	0.00	0.00	0.00	(337.87)
05 704 0097	MABEL NEDZA SCHOLARSHIP FUND	110,300.82	0.00	1,357.82	0.00	111,658.64
05 704 0098	CLEARING	4,926.41	0.00	0.00	0.00	4,926.41
05 704 0099	INTEREST	6,121.63	0.00	141.75	0.00	6,263.38
Fund Total: 05		278,955.65	249,070.16	292,707.76	0.00	322,593.25

Fillmore Co. School District #30-0025

BUILDING FUND RECAP

BEGINNING FISCAL BALANCE: (9-1-2019)

\$381,947.32

Reporting Period: June 1-30 2020

	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	TOTAL
<b>RECEIPTS</b>													
Sink Fund-Co.Treas.	\$138,868.02	\$29,075.15	\$2,543.91	\$468.85	\$85,723.30	\$43,309.61	\$4,163.75	\$60,267.83	\$156,941.92	\$43,680.63	\$0.00	\$0.00	\$565,042.97
Interest	\$181.09	\$184.35	\$167.19	\$177.35	\$189.91	\$185.04	\$116.61	\$53.41	\$57.42	\$54.67	\$0.00	\$0.00	\$1,367.04
Interest on CD	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
CD	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL</b>	\$139,049.11	\$29,259.50	\$2,711.10	\$646.20	\$85,913.21	\$43,494.65	\$4,280.36	\$60,321.24	\$156,999.34	\$43,735.30	\$0.00	\$0.00	\$566,410.01
<b>DISBURSEMENTS</b>													
Fillmore County Treasurer	\$0.00	\$0.00	\$5,167.79	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,167.79
CG-ID LLC	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Cheever Construction	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Crete Glass	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Heine's Painting Decorative Concrete	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Telephone Systems of Nebraska	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Taylor Lawn Sprinklers	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
City of Geneva	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Hart Floors	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Engineering Technologies Inc	\$3,773.88	\$8,525.86	\$20,822.79	\$15,622.75	\$8,860.00	\$4,408.90	\$4,854.61	\$4,645.09	\$0.00	\$4,491.03	\$0.00	\$0.00	\$76,004.91
Genesis Contracting Group	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$34,380.00	\$92,520.00	\$285,840.00	\$0.00	\$0.00	\$412,740.00
CD	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL</b>	\$3,773.88	\$8,525.86	\$25,990.58	\$15,622.75	\$8,860.00	\$4,408.90	\$4,854.61	\$39,025.09	\$92,520.00	\$290,331.03	\$0.00	\$0.00	\$493,912.70

CURRENT YEAR-TO-DATE BALANCE:

\$454,444.63

Current Checking Balance

Current CD Balance

\$0.00

PREPARED BY:

APPROVED BY:

7/2/2020

DATE PREPARED:

## Hot Lunch Report

**BEGINNING BALANCE** (\$991.58)

**RECEIPTS**

	Current Month 6/1/20	Received to Date
Students	\$813.54	\$107,027.98
Adults	\$139.30	\$3,323.50
Federal Reimbursement	\$20,193.61	\$147,837.24
State Reimbursement	\$1,508.91	\$1,508.91
District Transfer	\$0.00	\$60,000.00
Milk/Other	\$0.00	\$4,398.73
Interest	\$0.91	\$31.21
	\$22,656.27	\$324,127.57
<b>Total</b>	\$22,656.27	\$324,127.57

**EXPENSES**

	Current Month 6/1/20	Spent to Date
Labor	\$19,135.50	\$160,796.78
Food	\$10,026.74	\$10,026.74
Equipment	\$0.00	\$1,614.51
Supplies	\$1,144.95	\$8,154.42
Check Write Off's	\$0.00	\$0.00
Ticket Refund	\$0.00	\$176.70
Misc. Expenses	\$0.00	\$0.00
Returned Checks	\$0.00	\$40.00
	\$30,307.19	\$180,809.15
<b>Total</b>	\$30,307.19	\$180,809.15

**ENDING BALANCE** (\$8,642.50)

**\*Information received on 6/24/2020**

## Vehicle Transportation Report

### LARGE BUSES

		Odometer 6/1/20	Odometer 7/1/20	Miles Driven
Bus #1	Thomas (2012)	173,323	173,323	0
Bus #2	Thomas (2012)	152,949	152,949	0
Bus #6	International (2001)	132,962	132,962	0
Bus #7	Thomas (2015)	151,945	151,945	0
Bus #8	Thomas (2016)	96,739	96,739	0
Bus #9	Thomas (2020)	25,552	25,552	0
Bus #10	Thomas (2020)	12,000	12,000	0
		Total		0

### SPECIAL EDUCATION VEHICLES

		Odometer 6/1/20	Odometer 7/1/20	Miles Driven
Mini-Bus #1	Thomas (2012)	109,841	109,841	0
Mini-Bus #2	Chevrolet (2016)	11,304	11,304	0
Suburban #2	Chevrolet (2004)	163,172	163,172	0
Grey Van	Chevrolet (2011)	91,401	91,401	0
		Total		0

### ACTIVITY VEHICLES

		Odometer 6/1/20	Odometer 7/1/20	Miles Driven
Suburban #3	Chevrolet (2016)	72,803	72,803	0
Suburban #4	Chevrolet (2016)	61,709	61,709	0
White Van	Chevrolet (2010)	108,402	108,402	0
		Total		0

### MAINTENANCE VEHICLES

		Odometer 6/1/20	Odometer 7/1/20	Miles Driven
Van 100	Ford (1999) Elementary	166,947	167,072	125
Van 101	Ford (1998) High School	133,604	133,606	2
Van 102	Dodge (1998) Middle School	86,550	86,571	21
Pickup	Chevrolet (2013) Grounds	92,629	92,793	164
		Total		312



GENERAL FUND CLAIMS FOR JULY 13 2020

34 ELECTRIC LLC	SERVICES	75.47
ALL AROUND LAWN CARE	SERVICES	1,024.20
ANDREWS ELECTRIC CO INC	SERVICES	19.60
APPLE INC	COMPUTER HARDWARE	1,748.00
AWARDS UNLIMITED INC	SUPPLIES	91.21
BETTS, DENISE	MILEAGE	128.04
C & M SUPPLY INC	FUEL	38.81
CITY OF GENEVA	WATER/SEWER	1,642.60
DAS STATE ACCOUNTING - CENTRAL FINANCE	SERVICES	229.32
DECKER EQUIPMENT/SCHOOL FIX	SUPPLIES	467.26
DPL ENTERPRISES INC	SUPPLIES	219.56
EAKES OFFICE SOLUTIONS	SUPPLIES	787.13
EDUCATIONAL SERVICE UNIT #6	SERVICES	228,846.54
EMC INSURANCE COMPANIES	LIABILITY/PROPERTY INSURANCE	7,546.50
ESU COORDINATING COUNCIL	RENEWAL	330.00
FCPS FUND	GENERAL FUND REIMBURSEMENT	2,239.48
FCPS HOT LUNCH FUND	SUPPLIES	227.50
FILLMORE COUNTY HOSPITAL	SERVICES	2,916.67
GENEVA HOME CENTER	SUPPLIES	618.03
GENEVA LUMBER CENTER	SUPPLIES	37.66
GRAND ISLAND PHYSICAL THERAPY	SERVICES	11,853.55
HEARTLAND COMMUNICATIONS	SERVICES	500.00
HOMETOWN LEASING	COPIER LEASE	1,394.00
HUDL	SERVICES	1,999.00
JJ BERNIKLAU ED SOLUTIONS TEAM	SERVICES	32,491.80
KANSAS CITY AUDIO-VISUAL INC	EQUIPMENT	5,653.00
KSB SCHOOL LAW	SERVICES	250.00
LICHTI OIL	FUEL	131.88
LOUP VALLEY LIGHTING INC	SUPPLIES	739.50
MASTERCARD CENTER	SUPPLIES	560.57
MID-AMERICAN RESEARCH CHEMICAL	SUPPLIES	6,028.98
MIDWEST STEEL	SUPPLIES	296.78
MOSES, WANDA	CENSUS	400.00
NEBRASKA PUBLIC POWER DISTRICT	ELECTRICITY	8,327.66
NEBRASKA SIGNAL	ADVERTISING	59.28
NICKS FARM STORE	SERVICES	528.55
PAYFLEX SYSTEMS USA INC	ADMINISTRATIVE FEES	100.00
PROTEX CENTRAL INC	SERVICES	957.70
PYRAMID SCHOOL PRODUCTS	SUPPLIES	893.86
QUADIENT LEASING USA INC	SERVICES	1,050.00
SOFTWARE UNLIMITED INC	MAINTENANCE AGREEMENT	4,500.00
STUDENT ASSURANCE SERVICES INC	CATASTROPHIC INSURANCE	884.00
SYMMETRY ENERGY SOLUTIONS LLC	FUEL	4,670.60
UNITE PRIVATE NETWORKS LLC	SERVICES	1,258.80
VILLAGE OF FAIRMONT	UTILITIES	2,811.85
VOLT ATHLETICS INC	SERVICES	2,400.00
VVS CANTEEN	SUPPLIES	378.48
WASTE CONNECTIONS OF NEBRASKA INC	SERVICES	1,376.52
WELLS FARGO VENDOR FIN SERV	EQUIPMENT	9,879.55
WOODWARD'S DISPOSAL SERVICE INC	SERVICES	75.00
YORK NEWS TIMES	ADVERTISING	111.00

Fund Total:

351,795.49

BUILDING FUND CLAIMS FOR JULY 13 2020

ENGINEERING TECHNOLOGIES INC	ELEMENTARY HVAC	\$	2,292.60
GENESIS CONTRACTING GROUP	ELEMENTARY HVAC	\$	234,360.00
	<b>FUND TOTAL:</b>	<b>\$</b>	<b>236,652.60</b>



Fillmore Central Public Schools  
 Josh Cumpston  
 1410 L Street  
 Geneva, NE 68361

Invoice number 15692  
 Date 07/01/2020  
 Project **2019066 Fillmore Central Elementary School HVAC**

Construction Cost \$1,100,000.00  
 Construction Cost % 8.00 %  
 Contract Amount \$88,000.00

Description	Contract Amount	Percent Complete	Total Billed	Prior Billed	Current Billed
Construction Documents	70,400.00	100.00	70,400.00	70,400.00	0.00
Construction Administration	17,600.00	62.50	11,000.00	8,800.00	2,200.00
<b>Total</b>	<b>88,000.00</b>	<b>92.50</b>	<b>81,400.00</b>	<b>79,200.00</b>	<b>2,200.00</b>

**Reimbursables**

	Units	Rate	Billed Amount
Color Copies	4.00	0.649	2.60
Copies	3.00	0.132	0.40
Mileage - 2020	140.00	0.64	89.60
Reimbursables subtotal			92.60
Invoice total			<b>2,292.60</b>

Approved by:

Martin D. Kasl  
 Principal

# APPLICATION AND CERTIFICATION FOR PAYMENT

AIA DOCUMENT G702/Cma (Instructions on reverse side)

**TO OWNER:**  
 Fillmore Central Public Schools  
 1410 L Street  
 Geneva, NE 68361

**PROJECT:**  
 Fillmore Central Elem - HVAC Renovation

**FROM CONTRACTOR:**  
 Genesis Contracting Group  
 404 Hill Street  
 Lincoln NE. 68502

**VIA ARCHITECT:**  
 Engineering Technologies, Inc.

APPLICATION NO: 4

**Distribution to:**

OWNER

CONSTRUCTION MANAGER

ENGINEER

CONTRACTOR

PERIOD TO: 06/30/20

PROJECT NOS: 20-003

CONTRACT DATE: 02/03/20

## CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract Continuation Sheet. AIA Document G703, is attached.

1. ORIGINAL CONTRACT SUM \$ 1,199,000
2. Net change by Change Orders \$ 0
3. CONTRACT SUM TO DATE (Line 1 ± 2) \$ 1,199,000
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703) \$ 719,000

5. RETAINAGE:

a. 10 % of Completed Work \$ 71,900  
 (Column D + E on G703)

b. 10 % of Stored Material \$ 0  
 (Column F on G703)

Total Retainage (Lines 5a + 5b or Total in Column I of G703) \$ 71,900

6. TOTAL EARNED LESS RETAINAGE (Line 4 Less Line 5 Total) \$ 647,100

7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate) \$ 412,740

8. CURRENT PAYMENT DUE \$ 234,360

9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6) \$ 551,900

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	\$0	
Total approved this Month	\$0	
TOTALS	\$0	\$0.00
NET CHANGES by Change Order		\$0

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR: Genesis Contracting Group LLC.

By: Casey [Signature] Date: 7/7/2020

State of: Nebraska County of: Lincoln

Subscribed and sworn to before me this 7th day of July, 2020

Notary Public: [Signature]

My Commission expires: 11/19/2020

GENERAL NOTARY - State of  
 HARRISON ST  
 My Comm. Exp. November

## CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising this application, the Construction Manager and Architect certify to the Owner that to the best of their knowledge, information and belief the Work has progressed as indicated, quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED ..... \$ 234,360.00

(Attach explanation if amount certified differs from the amount applied for. Initial all figures on this Application and on the Continuation Sheet that changed to conform to the amount certified.)

ARCHITECT: Martin Kasl [Signature] Date: 7/7/20

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

## 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. At the regular January meeting, the board shall elect, employ, or appoint a treasurer who need not be a member of the board if permitted by law. The treasurer shall serve in that capacity for one year, unless the board designates a longer term for the treasurer.
- ii. The treasurer may be designated to 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.

Deleted: A treasurer from the board will beThe board will employ or designated a treasurer on a year-to-year basis as permitted by law

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3. Signing and Authorizing Checks, Warrants, and other Instruments.

- a. Unless otherwise delegated by the board, the president and secretary of the board shall sign checks, warrants, and other instruments of the district.
- b. The board may delegate another person to sign and validate any checks, warrants, and other instruments. Facsimile signatures of board members may be used.
- c. The board delegates that the vice president or treasurer may sign any warrant in the absence of either the president or the secretary.
- d.

e.

#### 4. 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.

#### 5. 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.

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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.

6. 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: \_\_\_\_\_

**3010**  
**[Intentionally Left Blank]**

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

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

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

**Deleted:** Notwithstanding any provision of any other policy, facsimile signatures of board members may be used to sign any warrant, check, or other instrument drawn upon bank depository funds of the district, and a person or persons delegated by the board may sign and validate all warrants, checks, and other instruments drawn upon bank depository funds of the district.¶

4235

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## Drug Policy Regarding Drivers

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

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

[Insert designated individual] may be contacted at [insert contact information.]

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

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

(4) all time, other than driving time, in or upon any commercial motor vehicle; (5) all time loading or unloading a vehicle, supervising, or assisting in the loading or unloading, attending a vehicle being loaded or unloaded, remaining in readiness to operate the vehicle, or in giving or receiving receipts for shipments loaded or unloaded; and (6) all time repairing, obtaining assistance, or remaining in attendance upon a disabled vehicle.

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

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

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

**Refusal to Submit to Testing.** A driver shall not refuse to submit to testing. A driver will be considered to have refused to submit to testing if the driver fails to provide a sample or specimen necessary for testing

upon a lawful request, consistent with the required testing protocols. The refusal to submit to the testing used by the district will be grounds for refusal to hire driver applicants and to terminate the employment of existing drivers.

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

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

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

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

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

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

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

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

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

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

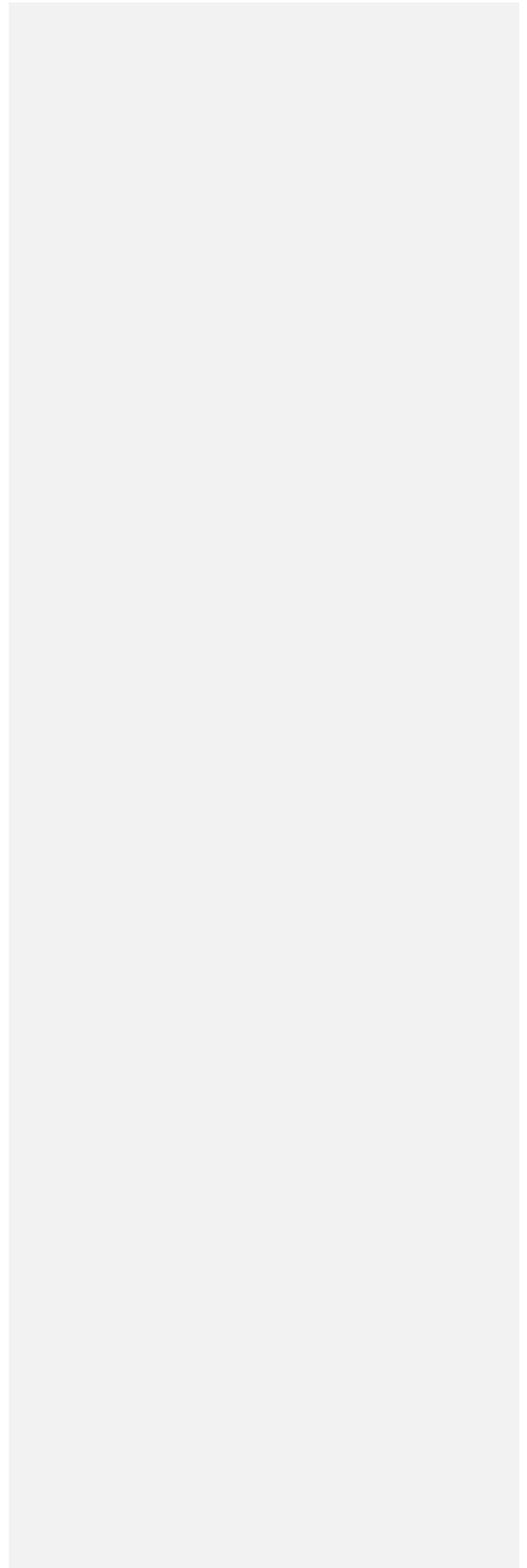
**Medical Resource Officer.** All laboratory test results will be reported by the laboratory to a medical review officer (MRO) designated by the

district. Negative test results will be reported as such by the MRO to the district. Before reporting a positive test result to the district, the MRO will attempt to contact the driver to discuss the test result. If the MRO is unable to contact the driver directly, the MRO will contact a district official designated in advance by the district, who shall in turn contact the driver and direct the driver to contact the MRO. Upon being so directed, the driver shall contact the MRO immediately or, if after the MRO's business hours and the MRO is unavailable, at the start of the MRO's next business day. If required by DOT regulations, personal information collected and maintained pursuant to this policy shall be reported to the Clearinghouse by the MRO in the event of: (1) a verified positive, adulterated, or substituted drug test result; (2) an alcohol confirmation test with a concentration of 0.04 or higher; (3) a refusal to submit to any test required by this policy and the school district's drug testing program and procedures; (4) an employer's report of actual knowledge that a driver has used alcohol or controlled substances based on the employer's direct observation of the employee, information provided by the driver's previous employer(s), a traffic citation for driving a CMV while under the influence of alcohol or controlled substances or an employee's admission of alcohol or controlled substance use; (5) on duty alcohol use as prohibited above; (6) pre-duty alcohol use as prohibited above; (7) alcohol use following an accident as prohibited above; (8) controlled substance use as prohibited above; (9) a substance abuse professional report of the successful completion of the return-to-duty process; (10) a negative return-to-duty test; and (11) an employer's report of completion of follow-up testing.

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

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

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



**5230**  
**Student Records**

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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.

**[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. A school official may access, maintain, and use education records containing personally identifiable information (PII) when he or she has a legitimate educational interest in such. "School official" includes any agent, volunteer, or contractor performing an institutional service or function for which the school would otherwise use its own employees and who is under the school district's direct control with respect to their access to, maintenance of, and use of PII from student records. For example, a school official may include, but would not be limited to, a teacher or other educator, administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); school board member; volunteer; contractor or consultant who, while not employed by the school, performs an institutional service or function for which the school would otherwise use its own employees and who is under the direct control of the school with respect to the use and maintenance of PII from education records, such as an attorney, representative of the district's insurance providers, auditor, medical consultant, therapist, or a third-party website operator who has contracted with the school district or its agent to offer online programs for the benefit of students and/or the district; members of law enforcement acting on behalf of the school district; a parent or student volunteering to serve on an official committee, such as a disciplinary or grievance committee; or a parent, student, or other volunteer assisting another school official in performing his or her tasks. A school official typically has a "legitimate educational interest" if the official needs to review an education record in order to fulfill a school-related professional, contractual, statutory, or regulatory responsibility.

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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.

Deleted: 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

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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.

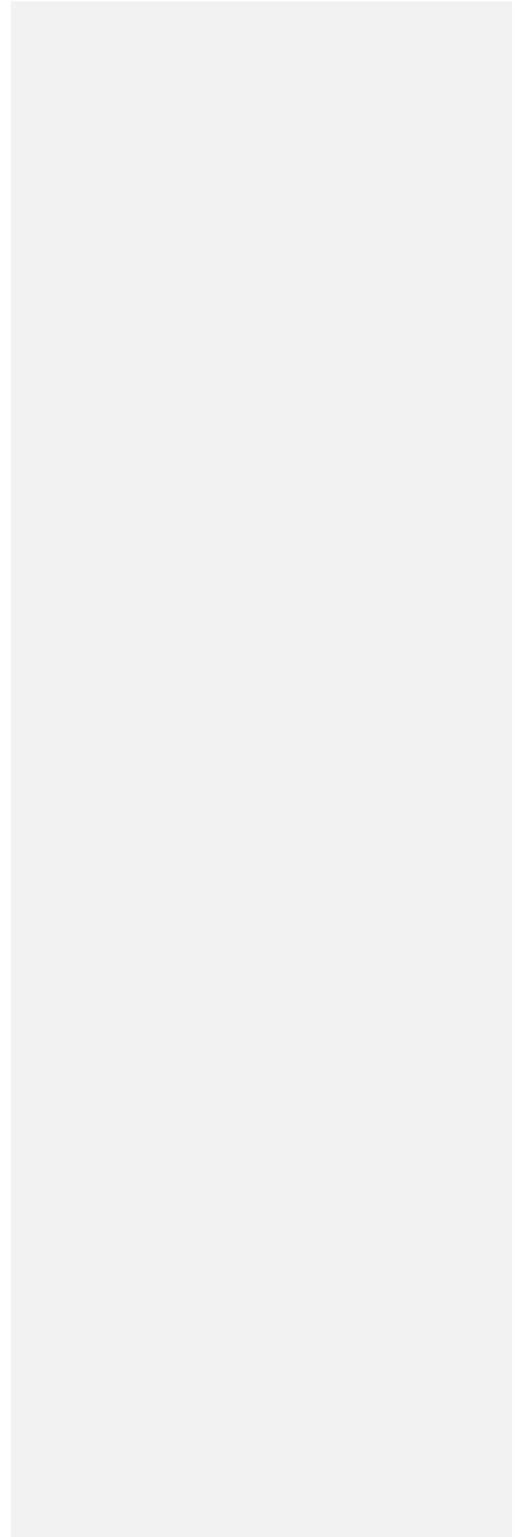
The school district shall share student data, records, and information with school districts, educational service units, learning communities, and the State Department of Education to the fullest extent practicable unless otherwise prohibited by law. This includes sharing information with the Department 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: \_\_\_\_\_



## 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, [referral to restorative justice practices or services](#), 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/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**

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, 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 cyberbullying, 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; ✓
  - m. Knowingly making a false statement or knowingly submitting false information during the Title IX grievance process or any other school investigation or making a materially false statement in bad

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faith in the course of a Title IX grievance proceeding or any other school investigation; and

- n. 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.

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

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### District Criteria for Selecting Evaluators to be Used for Special Education Evaluation and Verification and Independent Educational Evaluations

The following criteria shall be used for selecting evaluators according to 92 Nebraska Administrative Code 51-006.07B:

1. Those in-state service agencies that have approved rates for the current year established by the Nebraska Department of Education. A list of service agencies with approved rates, including state agencies, individual providers, and in-state providers may be found at <https://www.education.ne.gov/sped/service-agencies/>.
2. Those Nebraska providers located within 100 miles of the building of the district where the child attends when driving by ordinary public roadways, except [include here any exceptions to these criteria necessary for specific assessments which the district would not obtain within the indicated area. Based on feedback from ESU Special Education Directors statewide, these exceptions might include the following: vision-related evaluations ( \_\_\_ miles); evaluations for severe autism spectrum disorder ( \_\_\_ miles); evaluations for severe psychiatric disorders ( \_\_\_ miles); evaluations for significant or atypical orthopedic disorders ( \_\_\_ miles); threat assessments ( \_\_\_ miles); profound hearing impairments ( \_\_\_ miles). You should specifically identify such assessments after consulting with your special education or educational service unit staff, and include those and their relevant mileage range. If no assessments would require a deviation from this area, simply conclude this paragraph after the word "roadways."]
3. Evaluations must consider the educational, health, or other student records of the student provided by the district. The parents, guardians, or age-appropriate student must provide any required consent to the disclosure of these records unless disclosure is already authorized by state and federal law.
4. Evaluations must be provided to the district, including all educational, health, student, or other records created as part of or relied upon to complete the evaluation. The parents, guardians, or age-appropriate student must provide any required consent to the disclosure of these records unless disclosure is already authorized by state and federal law.
5. Evaluations must be conducted by a provider that is authorized, available, and willing to discuss, confer, or otherwise cooperate with the

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district regarding the evaluation, its results, or any other information related to the evaluation. Such cooperation may include reasonable participation in, or the submission of additional reports or information to, an IEP, MDT, or SAT team. The parents, guardians, or age-appropriate student must provide any required consent to the disclosure of these records or information unless disclosure is already authorized by state and federal law.

6. Evaluations must be sufficiently comprehensive for the evaluator to submit to the district a report that specifically details whether the student should be considered eligible for special education and related services, the nature of special education and related services recommended to accommodate the student's suspected disability, and the particular facts or findings underlying the evaluator's conclusions. This report must be submitted to the district within 45 days after the conclusion of the evaluation.

7. Evaluations must meet the then-current standards for reliability, research-based processes, and educational or professional best practices.

8. Reimbursement to any evaluator chosen in conformance with this policy shall not exceed the cost that would be charged by the school district's contracted providers for the same or substantially similar evaluation.

All special education evaluations, including those independently obtained at the district's expense, must be obtained in a manner consistent with the criteria set forth above, unless state or federal law requires waiver of one or more criteria in order to accommodate unique circumstances.

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

## 6235 Restraint and Seclusion of Students

Restraint and seclusion, as defined below, are behavioral interventions. The use of such behavioral interventions must be in accordance with this policy. The following interventions do not constitute seclusion and restraint, and are not governed by this policy: voice control, limited to loud, firm commands; time-limited ignoring of specific behaviors; brief physical prompts to interrupt or prevent a specific behavior; physical interventions which a student's health care provider has indicated are medically necessary for the treatment or protection of the individual; or other similar interventions.

### Definitions

Physical restraint refers to a personal restriction that immobilizes or reduces the ability of a student to move his or her torso, arms, legs, or head freely. The term physical restraint does not include a physical escort. Physical escort means a temporary touching or holding of the hand, wrist, arm, shoulder or back for the purpose of inducing a student who is acting out to walk to a safe location. Physical restraint does not include incidental touching that comes along with movement inside a classroom, lunch line, or other areas of the school building where maintaining order is required.

Mechanical restraint refers to the use of any device or equipment to restrict a student's freedom of movement. The term does not include devices implemented by trained school personnel, or utilized by a student that have been prescribed by an appropriate medical or related services professional and are used for the specific and approved purposes for which such devices were designed, such as:

- Adaptive devices or mechanical supports used to achieve proper body position, balance, or alignment to allow greater freedom of mobility than would be possible without the use of such devices or mechanical supports;
- Vehicle safety restraints when used as intended during the transport of a student in a moving vehicle;
- Restraints for medical immobilization; or
- Orthopedically prescribed devices that permit a student to participate in activities without risk of harm.

Chemical restraint refers to the administration of medication for the purpose of restraint, but does not include the administration of medication in accordance with the directions and prescription of a physician with the consent of the student's parent or guardian.

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Deleted: the student, other students, staff and property. When used as safety intervention, they should be used as methods of last resort. When used as behavior intervention, they

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¶ This

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Seclusion refers to the involuntary confinement of a student alone in a room or area from which the student is physically prevented from leaving. It does not include a timeout, which is a behavior management technique that is part of an approved program, involves the monitored separation of the student in a non-locked setting, and is implemented for the purpose of calming.

### **Use of Restraint and Seclusion**

The use of chemical restraint is strictly prohibited. The use of any seclusion or restraint intervention for punitive or disciplinary purposes is strictly prohibited. Similarly, the use of any technique that constitutes corporal punishment, which is the infliction of bodily pain as a penalty for disapproved behavior, is strictly prohibited. Seclusion and/or restraint shall not be used for the convenience of staff or as a substitute for an educational program. When restraint or seclusion is used to respond to the danger of harm posed by a student's behavior, the intervention shall be discontinued as soon as the danger of harm has dissipated.

#### **[Option A: Most Aggressive Approach]**

The use of physical restraint, mechanical restraint, and seclusion is permitted in a manner consistent with this policy as reasonably necessary to aid the student, further school purposes, or prevent interference with the educational process.

#### **[Option B: Aggressive Approach]**

The use of physical restraint, mechanical restraint, and seclusion is permitted in a manner consistent with this policy:

- as reasonably necessary where the student's behavior risks causing physical harm to self, others, and property;
- in accordance with the student's IEP, Section 504, or behavior intervention plan; or
- as otherwise prescribed, recommended, or suggested by a medical or related services provider.

#### **[Option C: Conservative Approach]**

The use of mechanical restraint is strictly prohibited. The use of physical restraint and seclusion is permitted in a manner consistent with this policy as reasonably necessary where the student's behavior risks causing physical harm to self or others.

### **Procedures**

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A.→ Definition¶

1.→ Seclusion is a last resort emergency safety intervention that provides an opportunity for the student to regain self-control. Seclusion is the

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Deleted: and which provides for continuous adult observation of the student.

Deleted: 2.→ A room or area used for seclusion: ¶

a.→ must not be locked; ¶

b.→ must not prevent the student from exiting the area should staff become incapacitated or leave that area; ¶

c.→ must provide for adequate space, lighting, ventilation, viewing, and the safety of the student. ¶

¶

B.→ Timeout ¶

1.→ Timeout is a behavior intervention in which a student, for a limited and specified time, is placed in an environment where access to positive reinforcement is unavailable. ¶

2.→ Timeout should not be confused with seclusion because a student's movement in a timeout setting is not physically restricted. ¶

3.→ Timeout lies within a continuum of procedures that help students self-regulate and control their behavior. ¶

¶

C.→

No technique shall restrict a student's breathing, deprive a student of basic needs, or unnecessarily expose a student to physical pain or discomfort.

Seclusion shall not be used for students who are severely self-injurious or suicidal. When seclusion is utilized as permitted by this policy, the following procedures shall be followed:

- The student shall be monitored by an adult in close proximity who is able to regularly observe the student;
- The confining space shall be approved for such use, unless the use of such a space is impossible or impracticable under the circumstances;
- The confining space shall be appropriately lighted, ventilated, and heated or cooled; and
- The confining space shall be free from objects that unreasonably expose the student or others to harm.

If a pattern of behavior emerges that requires or is anticipated to require the use of restraint and/or seclusion for the student, the appropriate educators and/or team members shall review what assessments, evaluations, supports, services, programs, or placements are appropriate in light of the student's needs and circumstances.

### Recording and Reporting

Each incident of restraint or seclusion must be recorded and reported as required by the building administrators.

### Training

All staff members shall be provided notice of this policy and will be trained on its contents. The Superintendent or his or her designee will identify school staff members likely to implement the restraint or seclusion interventions authorized by this policy and arrange for those individuals to receive appropriate training on the appropriate implementation of such interventions and the use of other behavioral supports and interventions.

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

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

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

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1. → Emergency seclusion should be used only as long as necessary to allow a student to regain control of his/her behavior, but generally: ¶  
a) → Elementary school students – no longer than 15 minutes; and ¶  
b) → Middle and high school students – no longer than 20 minutes. ¶  
c) → If an emergency seclusion lasts longer than the suggested maximum time, the staff member should: ¶  
(1) → summon additional support (e.g., change of staff, introducing a nurse or specialist, obtaining additional expertise); and ¶  
(2) → document the need to explain the extension beyond the time limit. ¶ ... [1]
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- Deleted: 3. → document observations. ¶ ... [4]
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## 5100.1

### Collaborative Plan Addressing Barriers to Attendance

Student Name: \_\_\_\_\_ Student Grade: \_\_\_\_\_

Building Assignment: \_\_\_\_\_

Classroom/Homeroom Teacher: \_\_\_\_\_

Number of student absences at time of meeting: \_\_\_\_\_

What are the primary reasons the student has been absent:

Based on that information, meeting participants considered the following issues:

- Illness related to physical or behavioral health of the child
- Educational Counseling
- Referral to community agencies for economic services
- Family or individual counseling
- Assisting the family in working with other community services
- Referral to restorative justice practices or services
- Referral to student assistance team for possible Section 504 or IDEA eligibility
- Other: \_\_\_\_\_

#### Attendance Plan

Based on the above considerations, this attendance plan will be put into place:

Steps to be taken by school staff:

Steps to be taken by student:

Steps to be taken by parent/guardian:

Steps to be taken by third parties:

Parent/Guardian\*: \_\_\_\_\_

Student: \_\_\_\_\_

Attendance Officer: \_\_\_\_\_

Social Worker or School Administrator: \_\_\_\_\_

Other (indicate title): \_\_\_\_\_

Other (indicate title): \_\_\_\_\_

Other (indicate title): \_\_\_\_\_

Other (indicate title): \_\_\_\_\_

Notice to family: Nebraska law requires students to be in attendance at school each day that such school is open and in session, except when excused by school authorities or when illness or severe weather conditions make attendance impossible or impracticable. Nebraska law also requires school officials to investigate any possible violation of this requirement.

***Please note that if your student accrues more absences than are allowed by the board of education's policy, the school district may refer the child to the county attorney for action under Neb. Rev. Stat. § 43-247(3)(a) and (b).***

I have received a copy of this Plan, including the above notice:

Parent/Guardian\*: \_\_\_\_\_

Student: \_\_\_\_\_

*\*If parents/guardians are not present at the meeting, please attach documentation showing that the school made reasonable efforts to invite the parents.*

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**3440**

## **Threat Assessment and Response**

### **[Option 1: Team Concept]**

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. Definitions**

a. A **threat** is an expression of a willful intent to physically or sexually harm someone or to damage property in a way that indicates that an individual poses a danger to the safety of school staff, students or other members of the school community.

i. The threat may be expressed/communicated behaviorally, orally, visually, in writing, electronically, or through any other means.

ii. A **transient threat** is an expression of anger or frustration that can be quickly or easily resolved.

iii. A **substantive threat** is an expression of serious intent to harm others which includes, but is not limited to, any threat which involves a detailed plan and means.

b. A **threat assessment** is a fact-based process emphasizing an appraisal of observed (or reasonably-observable) behaviors to identify potentially dangerous or violent situations, to assess them and to manage/address them. Threat assessment is the process of identifying and responding to serious threats in a systematic, data-informed way.

i. The threat assessment process is distinct from student disciplinary procedures. The mere fact that the district is conducting a threat assessment does not by itself necessitate suspension, expulsion or

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emergency exclusion without complying with state law and board policy related governing those actions.

- ii. The threat assessment process is distinct from specialized instruction which a student with a disability may receive from the school district. The school district will not change a student's educational placement as that term is used in the Individuals with Disabilities in Education Act solely as part of a threat assessment.

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## 2. **Obligation to Report Threatening Statements or Behaviors.**

All staff and students must report **substantive threats** to a member of the administration immediately and comply with any other mandatory reporting obligations. Staff and students who are unsure whether a threat is substantive or transient should report the situation. 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.

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THREATS OR ASSAULTS WHICH REQUIRE IMMEDIATE INTERVENTION SHOULD BE REPORTED TO THE POLICE AT 911.

## 3. **Threat Assessment Team**

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The threat assessment team (team) shall consist of \_\_\_\_\_ . **[Note to be deleted: This team should include at least the superintendent of schools, building principal(s), guidance counselor and local law enforcement. It also could include information technology staff, the school nurse, members of the mental health profession who would be willing to work with the school. It should not include parents or board members. Members of the school crisis team may also serve on the threat assessment team.]** Not every team member need participate in every threat assessment. If the threat has been made by or is directed towards, a student with a disability, the threat assessment team must include a staff member who is knowledgeable about special education services or Section 504 of the Rehabilitation Act, as appropriate. Neither the student nor their student's family members are part of the threat assessment team.

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The team is responsible for investigating all reported threats to school safety, evaluating the significance of each threat, and devising an appropriate response. The threat assessment team shall work closely with the crisis team in planning for crisis situations. The threat assessment team shall be familiar with mental health resources available to students, staff and patrons and shall collaborate with local mental health service providers as appropriate.

#### 4. Threat Assessment Investigation and Response

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When a threat is reported, the school administrator shall initiate an initial inquiry/triage and, in consultation with members of the threat assessment team, make a determination of the seriousness of the threat as expeditiously as possible. The school administrator must contact law enforcement if the administrator believes that an individual poses a clear and immediate threat of serious violence.

If there is no reasonably apparent imminent threat present or once such an imminent threat is contained, the threat assessment team will meet to evaluate and respond to the threatening behavior. The team may, but is not required to, review the following types of information:

- Review of the threatening behavior and/or communication;
- Interviews with the individuals involved including students, staff members, and family members as necessary and/or appropriate;
- Review of school and other records for any prior history or interventions with the students involved;
- Any other investigatory methods that the team determines to be reasonable and useful.

**Deleted:** 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 a member of the team. Upon receipt of an initial report of any threat, the team will take steps to verify the information, make an initial assessment, and document any decision involving further action. This investigation may include

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**Deleted:** , physical searches of the individual of concern's person, possessions, and home (as allowed by law and in cooperation with law enforcement), and a

At the conclusion of the investigation, the team will determine what, if any, response to the threat is appropriate. The team is authorized to disclose the results of its investigation to law enforcement and to the target(s) of any threatened acts. The team 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 its investigation to the student's individualized education plan team.

Regardless of threat assessment activities, disciplinary action and referral to law enforcement will occur consistent with board policy and Nebraska law.

**5. Communication with the Public about Reported Threats**

The team will keep members of the school community appropriately informed about substantive threats and about the team’s response to those threats. This communication may include oral announcements, written communication sent home with students, or 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 unless permitted by law.

**6. Coordination with the Crisis Team After Resolution of Threat**

The threat assessment team will 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 Safety Plan.

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**[Option 2: Superintendent as Primary Investigator and Decision-Maker]**

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.

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**1. Definitions**

a. A **threat** is an expression of willful intent to physically or sexually harm someone or to damage property in a way that indicates that an individual poses a danger to the safety of school staff, students or other members of the school community.

i. The threat may be expressed/communicated behaviorally, orally, visually, in writing, electronically, or through any other means.

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ii. A **transient threat** is an expression of anger or frustration that can be quickly or easily resolved.

iii. A **substantive threat** is an expression of serious intent to harm others which includes, but is not limited to, any threat which involves a detailed plan and means

b. A **threat assessment** is a fact-based process emphasizing an appraisal of observed (or reasonably-observable) behaviors to identify potentially dangerous or violent situations, to assessment them and to manage/address them. Threat assessment is the process of distinguishing "transient" threats from serious ones in a systematic, data-informed way.

i. The threat assessment process is distinct from student disciplinary procedures. The mere fact that the district is conducting a threat assessment does not by itself necessitate suspension, expulsion or emergency exclusion without complying with state law and board policy related governing those actions.

ii. The threat assessment process is distinct from specialized instruction which a student with a disability may receive from the school district. The school district will not change a student's educational placement as that term is used in the Individuals with Disabilities in Education Act solely as part of a threat assessment.

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## **2. Obligation to Report Threatening Statements or Behaviors.**

All staff and students must report substantive threats to a member of the administration immediately and comply with any other mandatory reporting obligations. Staff and students who are unsure whether a threat is substantive or transient should report the situation. 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.

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THREATS OR ASSAULTS WHICH REQUIRE IMMEDIATE INTERVENTION SHOULD BE REPORTED TO THE POLICE AT 911.

## **3. Threat Assessment Investigation and Response**

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When a threat is reported, the school administrator shall initiate an initial inquiry/triage and, in consultation with members of the threat assessment team, make a determination of the seriousness of the threat as expeditiously as possible. The school administrator must contact law enforcement if the administrator believes that an individual poses a clear and immediate threat of serious violence.

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If there is no reasonably apparent imminent threat present or once such an imminent threat is contained, the threat assessment team will meet to evaluate and respond to the threatening behavior. The superintendent may, but is not required to, review the following types of information:

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- Review of the threatening behavior and/or communication;
- Interviews with the individuals involved including students, staff members, and family members as necessary and/or appropriate;
- Review of school and other records for any prior history or interventions with the students involved;

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- Any other investigatory methods that the law enforcement unit determines to be reasonable and useful.
- The superintendent must confer with at least one member of the school's guidance counseling staff as part of his/her investigation. If the threat has been made by, or is directed towards, a student with a disability, the superintendent must confer with a staff member who is knowledgeable about special education services or Section 504 of the Rehabilitation Act, as appropriate.

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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.

Regardless of threat assessment activities, disciplinary action and referral to law enforcement will occur consistent with board policy and Nebraska law.

#### **4. Communication with the Public about Reported Threats**

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To the extent possible, the superintendent will keep members of the school community informed about substantive 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 will not reveal the identity of the individual of concern or of any target(s) of threatened violence unless permitted by law.

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#### **5. Coordination with the Crisis Team After Resolution of Threat**

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The superintendent will 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.

**[Option 3: Law Enforcement Unit as Primary Investigator; Superintendent as Primary Decision Maker – Please note, this option is only available if you have adopted Policy 3054 designating a Law Enforcement Unit]**

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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. Definitions

a. A **threat** is an expression of willful intent to physically or sexually harm someone or to damage property in a way that indicates that an individual poses a danger to the safety of school staff, students or other members of the school community.

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i. The threat may be expressed/communicated behaviorally, orally, visually, in writing, electronically, or through any other means.

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ii. A **transient threat** is an expression of anger or frustration that can be quickly or easily resolved.

iii. A **substantive threat** is an expression of serious intent to harm others which includes, but is not limited to, any threat which involves a detailed plan and means.

b. A **threat assessment** is a fact-based process emphasizing an appraisal of observed (or reasonably-observable) behaviors to identify potentially dangerous or violent situations, to assessment them and to manage/address them. Threat assessment is the process of distinguishing "transient" threats from serious ones in a systematic, data-informed way.

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i. The threat assessment process is distinct from student disciplinary procedures. The mere fact that the district is conducting a threat assessment does not by itself necessitate suspension, expulsion or emergency exclusion without complying with state law and board policy related governing those actions.

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ii. The threat assessment process is distinct from specialized instruction which a student with a disability may receive from the school district. The school district will not change a student's educational placement as that term is used in the Individuals with Disabilities in Education Act solely as part of a threat assessment.

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## **2. Obligation to Report Threatening Statements or Behaviors.**

All staff and students must report substantive threats to a member of the administration immediately and comply with any other mandatory reporting obligations. Staff and students who are unsure whether a threat is substantive or transient should report the situation. 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.

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THREATS OR ASSAULTS WHICH REQUIRE IMMEDIATE INTERVENTION SHOULD BE REPORTED TO THE POLICE AT 911.

## **3. Threat Assessment Investigation and Response**

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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 designated law enforcement unit. Upon receipt of an initial report of any threat, the law enforcement unit shall initiate an initial inquiry/triage and make a determination of the seriousness of the threat as expeditiously as possible. The law enforcement unit must contact local law enforcement if it determines that an individual poses a clear and immediate threat of serious violence.

If there is no reasonably apparent imminent threat present or once such an imminent threat is contained, the law enforcement unit will meet to evaluate and respond to the threatening behavior. The law enforcement unit may, but is not required to, review the following types of information:

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- Review of the threatening behavior and/or communication;
- Interviews with the individuals involved including students, staff members, and family members as necessary and/or appropriate;

- Review of school and other records for any prior history or interventions with the students involved;
- Any other investigatory methods that the law enforcement unit determines to be reasonable and useful.

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If the threat has been made by, or is directed towards, a student with a disability, the superintendent must confer with a staff member who is knowledgeable about special education services or Section 504 of the Rehabilitation Act, as appropriate.

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At the conclusion of the investigation, the law enforcement unit will share its findings with the superintendent. The superintendent will determine what, if any, response to the threat is appropriate. The superintendent is authorized to disclose the results of the 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 the investigation to the student's individualized education plan team.

#### **4. Communication with the Public about Reported Threats**

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To the extent possible, the superintendent will keep members of the school community informed about substantive 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 will not reveal the identity of the individual of concern or of any target(s) of threatened violence unless permitted by law.

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#### **5. Coordination with the Crisis Team After Resolution of Threat**

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The superintendent will 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: \_\_\_\_\_

## **3460 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. When a request to be accompanied by a service animal is submitted by, or on behalf of, a student who has an Individualized Education Program (IEP) and/or a Section 504 Plan, then the request shall be promptly referred to the student's respective IEP Team and/or 504 Team for its consideration and/or input.

**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.

**[NOTE TO BE DELETED: There are 2 options below. The first option allows therapy animals brought by school employees as approved by the administration. The second does not allow therapy animals "except as required by law." YOU MUST PICK AN OPTION AND DELETE THE OTHER.]**

**[OPTION 1]**

**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. When a request to bring a therapy animal to school is submitted by, or on behalf of, a student who has an Individualized Education Program (IEP) and/or a Section 504 Plan, then the request shall be promptly referred to the student's respective IEP Team and/or 504 Team for its consideration and/or input.

**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.

**[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: \_\_\_\_\_

## **3408 Guest Speakers**

The school board recognizes that guest speakers with demonstrated expertise in areas of interest to the school district and its students may enrich the students' educational experiences. The school district has adopted this policy to ensure that the messages provided by outside speakers do not conflict with school district policies, the fundamental values of a public school education, or the legal limitations placed on public school districts. Individuals who wish to invite a guest speaker must follow the procedures outlined below.

**Classroom or School-Sponsored Activity Guest Speakers.** Teachers or activity sponsors who desire to invite a guest speaker to address his or her class or activity members must:

1. Research the guest speaker, have a clear understanding of the guest speaker's purpose and message, and determine that the speaker's message complies with the school district's policies and fundamental values.
2. Complete a Guest Speaker Request Form and submit it to the building principal at least      days prior to the proposed appearance.
3. Notify the main office of name, time, and date of the guest speaker's appearance (if the request is approved).
4. Notify parents of the name, time, date, and topic and summary of the presentation at least      days before the presentation (if the request is approved).
5. Require the guest speaker to submit a copy of any visual or written materials to the employee at least 24 hours prior to any presentation. The employee shall submit the materials to the principal upon receipt.
6. Prepare students in advance for the experience.
7. Inform the guest speaker that students or employees may ask challenging questions or offer differing viewpoints.
8. Terminate the presentation if the speaker fails to limit his or her remarks to the subject on which he or she has been invited to speak.
9. Remain with the speaker and students to facilitate and monitor the discussion.

10. Provide appropriate follow-up activities and education.

**Assembly Speakers.** Employees who desire to invite a guest speaker to address staff or students at an assembly must follow the identical procedures outlined above. In addition, the employee must submit the Guest Speaker Request Form to the superintendent at least      days prior to the proposed appearance and the speaker submitted materials upon receipt.

**Request Consideration.** The administrator(s) must research the guest speaker and determine that the speaker's message complies with the school district's policies and fundamental values. If it does not comply, the administrator will reject the request. If it does comply, the administrator shall then consider the following factors when approving or denying the request:

1. The guest speaker's ability to appropriately and adequately address the topic with the students based upon the speaker's education, training, expertise, or other qualifications.
2. The materials submitted by the guest speaker.
3. The educational value to students of the presentation.
4. The relevance of the presentation to the class, activity, or school's educational mission.
5. Whether the topic of the presentation is appropriate for the students' ages and level of maturity.
6. Whether the speaker has a history of providing factual information in a fair and balanced manner or if he or she has previously advocated for a particular position or espoused personal opinion, bias, or partisanship.
7. Whether the speaker's proposed presentation is consistent with the fundamental values of a public school education and/or encourages the fundamental values, habits, or manners of civility.
8. Whether the speaker's proposed presentation will satisfy the Nebraska Department of Education's accreditation, curriculum, or standards requirements or recommendations.

The administrator shall notify the employee of his or her decision.

**Controversial Issues.** If the employee or administrator determine that the guest speaker's topic or presentation is partisan or controversial but will still be of benefit to the students, (1) the employee and administrator will work

with the guest speaker to develop a plan that will allow the issue to be presented in an objective and unbiased manner and/or (2) the employee and administrator will develop a plan that will allow opposing viewpoints to be presented. The employee will notify students and their parents at least        days in advance of the nature of the presentation. If a student does not wish to attend a controversial presentation, the employee will either excuse the student from attending or provide an alternative assignment.

**Other Requirements.** The inviting employee or appropriate administrator may interrupt or stop the presentation if it violates this or any other school policy.

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

**Guest Speaker Request Form  
Classroom or School-Sponsored Activity**

Teacher/Sponsor: \_\_\_\_\_

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

Class/Activity: \_\_\_\_\_

Proposed Date and Time: \_\_\_\_\_

Speaker: \_\_\_\_\_

Speaker Affiliation: \_\_\_\_\_

Purpose and Message of Presentation: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Speaker Qualifications: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

I have read school district policy regarding guest speakers and have complied or will comply with all of its requirements.

\_\_\_\_\_  
Teacher

\_\_\_\_\_  
Date

\_\_\_\_\_  
Principal

\_\_\_\_\_  
Date

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

Denied: \_\_\_\_\_

Reason: \_\_\_\_\_

**Guest Speaker Request Form  
Assembly**

Teacher/Sponsor: \_\_\_\_\_

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

Proposed Date and Time: \_\_\_\_\_

Speaker: \_\_\_\_\_

Speaker Affiliation: \_\_\_\_\_

Purpose and Message of Presentation: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Speaker Qualifications: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

I have read school district policy regarding guest speakers and have complied or will comply with all of its requirements.

\_\_\_\_\_  
Teacher

\_\_\_\_\_  
Date

\_\_\_\_\_  
Superintendent

\_\_\_\_\_  
Date

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

Denied: \_\_\_\_\_

Reason: \_\_\_\_\_

## **5401 Locker Room Supervision**

Staff members, coaches, sponsors, and students must comply with the requirements of this policy while using locker rooms at the school district or at other locations.

Staff members, coaches, and sponsors must appropriately supervise students in locker rooms and other locations where students dress, change, or engage in similar activities. This supervision must occur at all times during curricular and extracurricular activities and includes, but is not limited to, the following:

- Entering and walking through the entire locker room at regular and irregular intervals to provide direct supervision and to assess student behavior.
- Maintaining an orderly locker room free from “horseplay” and other prohibited conduct.
- Maintaining a visual presence.
- Adequately addressing any misbehaviors.
- Escorting students to and from the locker room and the activity or instructional area.
- Unlocking the locker room so that students may enter, and locking the locker room after all students have exited the locker room.
- Searching the locker room to determine that all students have exited the locker room before locking it.
- Ensuring that the locker room remains locked during any activity.

If a student is found missing during an activity, the staff member, coach, or sponsor or adult designee shall check the locker room for the missing student.

The locker room must be locked at all times when unsupervised.

Only students whose team or activity is currently playing or are in-season or who are involved in a school-sponsored activity that requires or allows presence in the locker room are allowed access to the locker room before or after the regular school day.

Students are not allowed to enter or reenter the locker room without appropriate supervision.

If the staff member, coach, or sponsor is the opposite sex of the students, he or she may designate another adult of the same sex as the students to provide the required locker room supervision. This delegation does not remove ultimate responsibility from the staff member, coach, or sponsor who is subject to the obligations under this policy to ensure that such obligations are

met. By allowing their students to participate in an activity with a cross-gender coach, parents/guardians consent to the entry of the staff member or his or her designee into the locker room at any time as necessary to maintain student safety and order.

Staff members, coaches, and sponsors must remain with students until they are picked up by the parent, guardian, or other authorized person or the student leaves in his or her own transportation. Students must never be left unattended after a game, practice, or other school-sponsored activity. In other words, the staff member, coach, or sponsor should be the first one to arrive at the activity and the last one to leave.

Cell phones and other devices with visual or auditory recording capability may not be used in the locker room at any time or for any reason.

Under no circumstance may a staff member, coach, or sponsor delegate any responsibility under this policy to a student or other minor.

School administrators or their designees may make random checks to assess policy compliance.

Adopted on: \_\_\_\_\_  
Reviewed on: \_\_\_\_\_  
Amended on: \_\_\_\_\_

## **5445 Student Bullying**

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

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

**Reporting Bullying.** Students who experience or observe bullying behavior must immediately report what happened to a teacher or administrator. **Students can use the district’s anonymous platform \_\_\_\_\_ to make this report.** Students may always confer with their parents or guardians about bullying they experience or witness, but the students must also ultimately report the situation to a teacher or administrator.

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

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

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

Without limiting the foregoing, a student who engages in bullying behavior that materially and substantially interferes with or disrupts the

educational environment, the district's day-to-day operations, or the education process, regardless of where the student is at the time 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 antidiscrimination 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.

**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.

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

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

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

## **6146 Multicultural Education**

In every curriculum area and at all grades, the school district will provide programs which foster and develop an appreciation and understanding of the racial, ethnic, and cultural heritage of all students. These programs will allow students to explore the history and contributions made by various ethnic groups and will emphasize human relations, sensitivity toward all races, and the rich diversity of the population of the United States. The programs shall be implemented within the guidelines of the State Department of Education and in accordance with any other applicable laws and/or regulations.

**Philosophy, Mission, and Program Goals.** The school district respects and appreciates cultural diversity and seeks to promote the understanding of unique cultural and ethnic heritage. The district will promote the development of a culturally responsible and responsive curriculum. The school district's program will explore the attitudes, skills, and knowledge necessary to function in various cultures.

**District Guides, Frameworks, or Standards.** Appropriate district staff and/or committee(s) will review the school district curriculum guides, frameworks, or standards to determine that they appropriately incorporate multicultural education.

**Selecting Appropriate Instructional Materials.** Appropriate school district staff and/or committee(s) will review instructional materials and make a recommendation regarding those that are appropriate for the school district's multicultural education program.

**Providing Staff Development.** Appropriate school district staff and/or committee(s) will review the staff development provided for administrators, teachers, and support staff to determine that it includes appropriate multicultural education that is consistent with school district and program goals.

**Periodic Assessment.** Appropriate school district staff and/or committee(s) will periodically review the school district's multicultural education program by reviewing the criteria in this policy to assess whether the school district is adequately and appropriately incorporating multicultural education in all curriculum areas in all grades.

**Annual Status Report.** The superintendent will provide the board with a

report on the status of the school district's multicultural education program annually.

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

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

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