

AGENDA

School District #145 - Waverly Public Schools

1. OPENING OF THE MEETING

1. Call to Order
2. Open Meetings Act
3. Publication of Meeting
4. Roll Call

To excuse the absence of Board Member Chad Kendall from the August 10, 2020 special meeting Passed with a motion by Board Member #1 and a second by Board Member #2.

5. Pledge of Allegiance

2. APPROVAL OF AGENDA

1. Approve Agenda

Approval of the agenda for the meeting Passed with a motion by Board Member #1 and a second by Board Member #2.

3. Discussion Items

1. Handbooks
2. Policy Changes
3. Athletic/Activity Discussion

4. Convene Closed Session

1. Convene Closed Session

1. Restate Closed Session Reason

5. Reconvene to Open Session

1. Reconvene Open Session

To reconvene in open session Passed with a motion by Board Member #1 and a second by Board Member #2.

6. ACTION ITEMS

1. Second Reading of Title IX Policy

Approve second reading of Title IX Policy 4095 Passed with a motion by Board Member #1 and a second by Board Member #2.

2. Second Reading of Mid Term Graduation

Approve second reading of Mid Term Graduation Policy 5030 Passed with a motion by Board Member #1 and a second by Board Member #2.

3. Second Reading of Board Policy 5033-Appendix Update

Approve second reading of Board Policy 5033 Passed with a motion by Board Member #1 and a second by Board Member #2.

4. Chromebook Handbook

Approve Secondary Device Implementation Handbook Passed with a motion by Board Member #1 and a second by Board Member #2.

5. Fund Claims

Approve General Fund Claim in the amount of \$42,300.00 and Special Building Fund Claims in the amount of \$10,415.20, for August 10, 2020, Passed with a motion by Board Member #1 and a second by Board Member #2.

6. Extra Duty Assignments

Approve extra duty assignments for the 2020-2021 Passed with a motion by Board Member #1 and a second by Board Member #2.

7. Upcoming Board Activities

1. Committee Meetings

2. Board Meetings

3. Board Training/Development

8. Adjournment

9. For Your Information

Meeting Notice

Notice of Special Board Meeting
School District 145 (aka Waverly Public Schools)

The School District 145-Waverly Board of Education will convene in special session at 5:30 p.m. on Monday, August 10th, 2020 in the Central Office Board Room, 14511 Heywood Street, Waverly, Nebraska.

The agenda for this meeting, which shall be kept continually current, shall be readily available for public inspection at the School District 145-Waverly Central Office, located at 14511 Heywood Street, Waverly, Nebraska.

Posted this 5thth day of August, 2020.



Cory Worrell
Superintendent

Students (& Employees)**Procedure for Complaints of Sexual Harassment****A. Complaint Procedure- Generally**

All employees are responsible for helping to prevent sexual harassment. Employees, or students, who believe they have been subjected to, or believe they have witnessed sexual harassment should follow these procedures:

1. Directly inform the person engaging in the discrimination or harassment that such conduct is offensive and must stop.
2. For employee reporters, contact your principal or supervisor or the principal or supervisor of the offending person, the Title IX Coordinator, if you do not wish to communicate directly with the person whose conduct is offensive or if direct communication with the offending person has been ineffective.
3. Report the matter to the Title IX Coordinator, if the offending conduct continues or has not been resolved by your satisfaction after you have reported the matter to a principal or supervisor.
4. For student reporters, contact any teacher, counselor, or administrator.
5. Report to the Title IX Coordinator if you are the adult to whom the student has made a report so that the matter can be properly resolved. The Title IX Coordinator may file a formal complaint and begin the following procedure.

Allegations of sexual harassment or discrimination shall be investigated and if substantiated, corrective or disciplinary action taken, up to and including dismissal from employment if the offender is an employee, or suspension and/or expulsion, if the offender is a student. Retaliatory action will not be taken against an employee for reporting discrimination or harassment.

B. Response to a Formal Complaint:

1. Filing Formal Complaint: An employee or student can allege sexual harassment by filing a formal complaint in writing with the Title IX Coordinator in person or by mail, or by electronic mail using the following contact information:

TITLE IX COORDINATOR CONTACT INFORMATION
SUPERINTENDENT
DISTRICT 145-WAVERLY
402-786-2321
14511 HEYWOOD
WAVERLY, NE 68462

The formal complaint must be signed by the complainant or by the Title IX Coordinator. **The following procedures apply only if a formal complaint is filed. All other allegations of sexual harassment shall be resolved using the district's complaint procedures. Any timelines set forth in the following procedures may be extended by the Title IX Coordinator with notice to the parties.**

2. Immediate Actions Upon Receipt of Formal Complaint: Upon receipt of a formal complaint, the Title IX Coordinator shall provide the following to all known parties of (A): The complaint procedure as outlined in this regulation; and (B): Notice of the allegations of sexual harassment including (i) the identities of the parties involved, if known, (ii) the conduct allegedly constituting sexual harassment, and (iii) the date and location of the alleged incident.

The parties to the formal complaint may select an advisor of their choice, who may be, but is not required to be an attorney.

3. Investigation of Formal Complaint: Upon receipt of a formal complaint, the Title IX Coordinator shall notify the Investigator. The Investigator will promptly investigate all complaints of discrimination. If the allegation(s) involve possible criminal conduct, the District will notify the complainant of his or her right to file a criminal complaint, and District employees will not dissuade the complainant from filing a criminal complaint either during or after the District's investigation.

The Investigator will aim to complete its investigation within a reasonable time frame as determined by the Title IX Coordinator. The factors to determine a reasonable time frame include, but are not limited to, the allegations of the formal complaint, the number of witnesses that may need to be interviewed, and whether the police are also conducting an investigation into the allegations. The time frame originally set by the Title IX Coordinator may be extended by the Title IX Coordinator, upon notice to the parties, as he or she deems necessary to complete the investigation. Periodic status updates will be given to the parties, when appropriate.

(A) *Neutrality*: The Title IX Coordinator, Investigator, decision-maker, or any person designated by the District to facilitate this complaint procedure, shall not have any conflict of interest or bias for or against complainants or respondents generally or an individual complainant or respondent. The District shall ensure that Title IX Coordinator, Investigator, decision-maker, and any person who facilitates this grievance procedure shall receive training on the definition of sexual harassment in accordance with this regulation, the scope of the District's education program or activity, how to conduct an investigation and complaint process including hearings, appeals, and informal resolution processes, as applicable, and how to serve impartially, including by avoiding prejudice of the fact at issue, conflicts of interest, and bias. The District shall ensure that the individuals involved in the complaint procedure receive training on issues of relevance of questions and evidence and on issues of relevance to create an investigative report that fairly summarizes relevant evidence.

(B) *Burden of Production*: It shall be the Investigator's burden to gather evidence sufficient to reach a determination regarding responsibility. To reach a determination, the investigation will include, but is not limited to:

- a. Providing the parties with the opportunity to present witnesses and provide evidence.
- b. An evaluation of all relevant information and documentation relating to the alleged discriminatory conduct.
- c. For allegations involving harassment, some of the factors the District will consider include:
 - 1) the nature of the conduct and whether the conduct was unwelcome,
 - 2) the surrounding circumstances, expectations, and relationships,
 - 3) the degree to which the conduct affected one or more students' education,
 - 4) the type, frequency, and duration of the conduct,
 - 5) the identity of and relationship between the alleged harasser and the suspect or suspects of the harassment,
 - 6) the number of individuals involved,
 - 7) the age (and sex, if applicable) of the alleged harasser and the alleged victim(s) of the harassment,
 - 8) the location of the incidents and the context in which they occurred,
 - 9) the totality of the circumstances, and
 - 10) other relevant evidence.
- d. A review of the evidence using a "preponderance of the evidence" standard - based on the evidence, is it more likely than not that discrimination, harassment, or retaliation occurred.

(C) *Rights of the Parties*: The respondent is entitled to a presumption that the respondent is not

responsible for the alleged conduct until a determination regarding responsibility is made at the conclusion of the complaint process.

The Investigator must provide an equal opportunity for the parties to present witnesses, including fact and expert witnesses, and other inculpatory and exculpatory evidence.

The Investigator shall not restrict the ability of either party to discuss the allegations under investigation or to gather and present relevant evidence.

The Investigator shall provide the parties with the same opportunities to have others present during any complaint proceeding, including the opportunity to be accompanied to any related meeting or proceeding by the advisor of their choice if the Investigator deems it appropriate. However, the Investigator may establish restrictions regarding the extent to which the advisor may participate in the proceedings, if the restrictions apply equally to both parties.

The Investigator shall provide to all witnesses expected to attend a meeting notice of the date, time, location, participants, and purpose of all hearings within 2 days of the meeting.

Up until the conclusion of the investigation, the parties shall have an equal opportunity to inspect and review any evidence obtained as part of the investigation that is directly related to the allegations raised in the formal complaint. This includes the evidence upon which the Investigator does not intend to rely in reaching a determination regarding responsibility and inculpatory or exculpatory evidence obtained from any source, so that each party can meaningfully respond to the evidence prior to conclusion of the investigation.

The District retains the right to place a non-student employee respondent on administrative leave during the pendency of the investigation. The District also retains the right to remove a respondent from the District's educational program prior to the conclusion of the investigation. In the event of a removal, the respondent shall have the opportunity to challenge the decision for removal.

(D) Conclusion of Investigation: Prior to the conclusion of the investigation, the Investigator shall send each party and the party's advisor, if any, the evidence that is subject to inspection and review in an electronic format or a hard copy. The parties shall then have ten (10) days to submit a written response, which the Investigator will consider.

Once the Investigator has considered the written statements of the parties, if any, and any questions of the parties, if any, the Investigator shall create an investigative report that fairly summarizes relevant evidence. The Investigator shall then submit the written investigation report to the decision-maker. The parties shall each receive a copy of the final investigative report at the same time as the decision-maker.

4. Decision of Responsibility: The decision-maker, shall review the investigative report. Prior to coming to a determination regarding responsibility, the decision maker shall provide 10 days for each party to submit written, relevant questions that a party wants asked of any party or witness, provide each party with answers, and allow for additional, limited follow-up questions from each party.

Once the decision maker has considered the written questions of the parties, if any, the decision maker shall issue a written determination regarding responsibility by a preponderance of the evidence within a reasonable time frame as determined by the Title IX Coordinator. The decision-maker shall consider all relevant evidence, including inculpatory and exculpatory evidence, and will not consider the credibility of the evidence to be based on a person's status, such as complainant, respondent, or witness. The decision-maker shall provide the written determination to both parties simultaneously. The written determination must include:

- a. Identification of the allegations potentially constituting sexual harassment;
- b. A description of the procedural steps taken from the receipt of the formal complaint through the

- determination, including any notifications to the parties, interviews with parties and witnesses, site visits, and methods used to gather evidence;
- c. Findings of fact supporting the determination;
 - d. Conclusions regarding the application of each recipient's code of conduct to the facts;
 - e. A statement of, and rationale for, the results as to each allegation, including a determination regarding responsibility, any disciplinary sanctions the recipient imposes on the respondent, and whether remedies designed to restore or preserve equal access to the recipient's education program or activity will be provided by the recipient to the complainant; and
 - f. The recipient's procedures and permissible bases for the complainant and respondent to appeal.

The Family Educational Rights and Privacy Act (FERPA), 20 U.S.C. Sec. 11232g; 34 C.F.R. Part 99, permits the District to disclose relevant information to a student who was discriminated against or harassed.

5. Supportive Measures and Disciplinary Actions:

Throughout the investigation, either party may be entitled to supportive measures. Supportive measures are non-disciplinary, non-punitive individualized services offered as appropriate, as reasonably available, and without fee or charge to the complainant or the respondent before or after the filing of a formal complaint or where no formal complaint has been filed. Such measures are designed to restore or preserve equal access to the recipient's education program or activity without unreasonably burdening the other party, including measures designed to protect the safety of all parties or the District's educational environment, to deter sexual harassment.

Supportive measures may include, but are not limited to, counseling, extensions of deadlines or other course-related adjustments, modifications of work or class schedules, campus escort services, mutual restrictions on contact between the parties, changes in work or housing locations, leaves of absence, increased security and monitoring of certain areas of the campus, and other similar measures. The District shall maintain as confidential any supportive measures provided to the complainant or respondent, to the extent that maintaining such confidentiality would not impair the ability of the District to provide the supportive measures.

At the conclusion of the investigation, the Decision-Maker may institute disciplinary measures to the respondent if the Decision-Maker determines that the respondent engaged in sexual abuse or harassment. Disciplinary measures may include, but are not limited to, in school suspension, out of school suspension, and expulsion or for an employee, employment disciplinary action up to and including termination of employment. **This regulation does not limit or prohibit the District from instituting disciplinary measures if in the course of the investigation it determines that the complainant or respondent violated the student code of conduct.**

The Title IX Coordinator is responsible for coordinating the effective implementation of supportive measures.

C. Appeals

If either party is not satisfied with the outcome of the investigation and the decision of the decision-maker, they may appeal on the following bases:

- a. Procedural irregularity that affected the outcome of the matter;
- b. New evidence that was not reasonably available at the time the determination regarding responsibility or dismissal was made, that could affect the outcome of the matter; and
- c. The Title IX Coordinator, Investigator, or decision-maker had a conflict of interest or bias for or against the complainant or respondent generally or the individual complainant or respondent that affected the outcome of the matter.

1. Initiating Appeal: To initiate an appeal, a party shall state in writing which of the above reasons is the basis

for their appeal and briefly state why their case should be appealed. The party must provide this writing to the Title IX Coordinator within 15 days of notice of decision by the Decision-Maker.

2. Actions to be taken upon notice of appeal: Upon notice of an appeal by either party, the Title IX Coordinator shall notify the other party in writing when the appeal is filed and of the appeal procedures.

The Title IX Coordinator shall notify the opposing party that they shall have 15 days from notice of the appeal to respond to the opposing party's written statement.

Upon receipt of both parties' written statements, if any, the Superintendent or his or her designee shall review the investigative report, decision-maker's determination, and written statements of the parties and then issue a written decision describing the result of the appeal and the rationale for the result. The Superintendent or his or her designee shall provide the written decision simultaneously to both parties.

This appeal process represents the final decision of the district and the parties will not be entitled to any further appeals under this Policy.

D. Informal Resolution

If a formal complaint is filed, the District may offer the complainant and respondent the opportunity to participate in an informal resolution process. The informal resolution process may take place at any time prior to reaching a determination regarding responsibility. The informal resolution process shall only take place upon:

- a. Written notice to both parties disclosing: the allegations, the requirements of the informal resolution process including the circumstances under which it precludes the parties from resuming a formal complaint arising from the same allegations, provided, however, that at any time prior to agreeing to a resolution, any party has the right to withdraw from the resolution process and resume the grievance process with respect to the formal complaint, and any consequences resulting from participating in the informal resolution process, including the records that will be maintained or could be shared;
- b. The parties' voluntary, written consent to the informal resolution process; and
- c. That the allegations of the formal complaint do not involve any allegations that an employee sexually harassed a student.

E. Record Keeping

The District will maintain relevant documentation obtained during the investigation and documentation supportive of the findings and any subsequent determinations, including the investigative report, witness statements, interview summaries, and any transcripts or audio recordings, pertaining to the investigative and appeal proceedings for a period of seven years.

Date of Adoption:

SCHOOL DISTRICT 145
WAVERLY, NEBRASKA

MIDTERM GRADUATION POLICIES AND PROCEDURES

- 1) By the 1st Monday in September of the student's senior year, he/she must submit a letter to the high school principal requesting midterm graduation, listing reasons for the request and providing any appropriate supporting documentation.
- 2) Once the letter is delivered to the principal, the student will then be given a Statement of Agreement for Mid-Term Graduation packet. This packet must be returned to the Counseling Office by the 3rd Monday in September. Parent/guardian permission is required.
- 3) The School Board will approve or deny the Mid-term Graduation request at their regular October meeting.
- 4) With the exceptions of prom and the graduation ceremony, participation in all extra-curricular high school activities will be terminated at the end of the first semester.
- 5) Participation in class-rank (and all recognition potentially associated with that rank) will be terminated at the end of the first semester for all midterm graduates. A midterm graduate WILL NOT compete for a spot in 2nd semester class rank, for recognition as a member of the top 10% of class that is recognized at the graduation ceremony, or for local scholarships decided by the District #145 Scholarship Committee during 2nd semester.
- 6) A midterm graduate's diploma will be dated with the last school day of the 1st semester of that student's senior year. A diploma will be given to the student at that time if requested. If he/she plans to participate in the graduation ceremony, then he/she will not receive the diploma until that ceremony.
- 7) The student shall meet all academic subject requirements as currently outlined in the Student Handbook and School Board Policies in regard to subjects and total credits required for an academic diploma.
- 8) The student must meet all obligations and stipulations of such an arrangement, or he or she will be asked to return to full time high school attendance. Failure to do so in that situation would jeopardize the student's goal of receiving a diploma.

Policy Adopted:

SCHOOL DISTRICT 145

WAVERLY, NEBRASKA

Waverly High School

My son/daughter _____ is (Student Name) considering a mid-term graduation. I am fully aware of this and support the consideration. I realize this excludes him/her from participation in all second semester school activities other than Prom and Graduation.

Parent/Guardian Signature Date

Student Signature Date

~~~~~

**\*\*\*\*\*For Office Use Only\*\*\*\*\***

Requested Received \_\_\_\_\_

\_\_\_\_\_ has been (Student Name)

recommended for mid-term graduation.

\_\_\_\_\_

Counselor Signature Date

\_\_\_\_\_

Principal Signature Date

## Commencement and Diploma Information

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

I am planning on participating in the Commencement Exercises in May: Yes No Unknown  
(Circle One)

A cap and gown is required to participate in the Commencement Exercises. School Traditions will be available for you to order a cap and gown. School Traditions can be contacted at 800-733-7988.

Please PRINT on the line below how you would like your name on your diploma. Please remember this is a legal document.

\_\_\_\_\_

Email address where information can be emailed regarding important upcoming dates and other information: \_\_\_\_\_

## Appendix“1” to the Student Fees Policy of

## School District 145

## Additional Specification of Required Materials and Fees

(Note) This information is part of the current Student Fees Policy and is intended to provide supplemental information. For additional specifications, please refer to Policy 5033. Generally, dollar amounts are stated in terms of “maximums.”

| <b>Elementary Program</b>                  | <b>General Description of Fee or Material</b>                                                    | <b>\$ Amount of Fee (Anticipated or Maximum) or Specific Material Required</b>                                                                                                                                                                                                                                                                                                                                                                                                          |
|--------------------------------------------|--------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Physical Education classes                 | Appropriate clothing (non-specialized attire)                                                    | Tennis shoes                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| Art classes and special projects or events | Appropriate clothing (non-specialized attire)                                                    | Old shirt for painting; other clothing which may get paint on it or otherwise be damaged                                                                                                                                                                                                                                                                                                                                                                                                |
| Music—Optional band courses; chorus        | Musical instruments                                                                              | Musical instruments and accessories (reeds, valve oil, drum sticks, lyres, flip folders, slide grease, reed guards, cleaning swabs, mouthpiece brushes, pad savers, ligatures, and a "gig bag", etc.) Limited instruments available for use by any student. Refundable damage deposit of \$20.00 may be charged for use of school owned instrument. Chorus Shirts \$20.00                                                                                                               |
| Classroom supplies                         | General supplies, such as writing instruments (pens, pencils, crayons, markers), notebooks, etc. | None--necessary classroom supplies will be made available by the school. Students will be responsible for the replacement cost of damaged or lost supplies. Students are encouraged but not required to bring items from class supply lists that may be handed out by the office or individual teachers.                                                                                                                                                                                |
| Field Trips                                | Transportation and admission costs of field trips                                                | None—costs of school sponsored, class-related field trips will be paid for by the school. Parents may be encouraged but not required to pay for field trip costs of up to \$5.00 per student for each field trip to defray costs. (With administrative approval, the requested donation may be up to \$100.00 for special field trips). Meals on field trips will be at the expense of the student. School lunches will be provided as needed for free-reduced lunch eligible students. |
| Summer school courses                      | Classes offered during the summer, or at night, if any                                           | Maximum of \$50 per session.                                                                                                                                                                                                                                                                                                                                                                                                                                                            |

**STUDENTS****Appendix to 5033**

|              |                                                        |                                                                                                                                                                                                                                           |
|--------------|--------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Copies       | Use of school copiers in accordance with board policy. | Five cents (.05) per page when charges apply.                                                                                                                                                                                             |
| School Meals |                                                        | Breakfast / Lunch—Based on Board approved rates<br>Prices may vary depending on the number of meals or items purchased by the student, and may be adjusted during the year.<br><br>Milk and Crackers (K-2) are subject to approved rates. |

| Secondary Program                                                   | General Description of Fee or Material                                                           | \$ Amount of Fee (Anticipated or Maximum) or Specific Material Required                                                                                                                                                                                                                                  |
|---------------------------------------------------------------------|--------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Physical Education classes                                          | Appropriate clothing (non-specialized attire)                                                    | Tennis shoes and athletic socks, running shorts, T-shirt                                                                                                                                                                                                                                                 |
| Art, Family and Consumer Science, shop classes and special projects | Appropriate clothing (non-specialized attire)                                                    | Old shirt for painting; other clothing that may get paint on it or otherwise be damaged; protective clothing for shop classes. Specific project fee not to exceed \$20. Students may elect to exceed the per project fee and will assume all related costs.                                              |
| Music—Optional band courses                                         | Musical instruments                                                                              | Musical instruments and accessories (reeds, valve oil, etc.) Limited instruments available for use by any student. Damage deposit of \$20.00 may be assessed for use of school owned instrument.                                                                                                         |
| School Meals                                                        |                                                                                                  | Breakfast / Lunch—Based on Board approved rates. Prices may vary depending on the number of meals or items purchased by the student, and may be adjusted during the year.                                                                                                                                |
| Classroom Supplies                                                  | General supplies, such as writing instruments (pens, pencils, crayons, markers), notebooks, etc. | None--necessary classroom supplies will be made available by the school. Students will be responsible for the replacement cost of damaged or lost supplies. Students are encouraged but not required to bring items from class supply lists that may be handed out by the office or individual teachers. |
| Summer school courses                                               | Classes offered during the summer, or at night, if any.                                          | Maximum of \$200 per class for WHS and \$50 per WMS session.                                                                                                                                                                                                                                             |
| Advanced math or science classes                                    | Specialized calculators                                                                          | Refundable damage deposit of \$25 per semester may be required for students who wish to use school calculators outside the classroom. Students are encouraged but not required to purchase such equipment for their personal use.                                                                        |
| Copies                                                              | Use of school copiers in accordance with board policy.                                           | Five cents (.05) per page when charges apply.                                                                                                                                                                                                                                                            |
| Post-secondary education classes                                    | Tuition and fees for college courses taken for credit.                                           | None--Any postsecondary education costs are to be paid directly by students to the college.                                                                                                                                                                                                              |

**STUDENTS****Appendix to 5033**

|                                        |                                             |                                                                                                                                                                           |
|----------------------------------------|---------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| College entrance tests and preparation | Prep programs & tests                       | Costs of college entrance tests or prep courses, such as ACT preparation tutoring, PSAT test, and ACT test, are optional and to be paid directly to the vendors involved. |
| Locker usage                           | Use of school padlock                       | Refundable damage/loss deposit of \$10 per year may be required for students who wish to use a school locker.                                                             |
| Parking                                | Use of school parking lot during school day | Students will be required to park on school grounds in accordance with school regulations. Parking fines may be issued not to exceed \$5.00 per ticket.                   |
| Technology                             | Use of chromebooks for instruction.         | Each student would pay a \$20.00 optional fee to use a chromebook during the school year.                                                                                 |

| Extracurricular and other programs | General Description of Fee or Material                                                                                                                                                                                                                 | \$ Amount of Fee (Anticipated or Maximum) or Specific Material Required                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |            |               |        |                |              |               |          |            |      |                  |        |                    |          |                |              |                                  |       |               |            |                      |           |               |          |                |                                    |                                                             |
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| <b>Athletic Programs</b>           |                                                                                                                                                                                                                                                        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |            |               |        |                |              |               |          |            |      |                  |        |                    |          |                |              |                                  |       |               |            |                      |           |               |          |                |                                    |                                                             |
| 1. Admission                       | Spectator fees for admission to events                                                                                                                                                                                                                 | Admission fees are set annually by the Board of Education. Students may purchase an Activity Ticket for the school year. For District and Conference events hosted by the School, fee to be determined by the conference or by NSAA.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |            |               |        |                |              |               |          |            |      |                  |        |                    |          |                |              |                                  |       |               |            |                      |           |               |          |                |                                    |                                                             |
| 2. Athletic Physicals              | NSAA required athletic physicals                                                                                                                                                                                                                       | Cost varies; payable directly to student's physician or clinic.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |            |               |        |                |              |               |          |            |      |                  |        |                    |          |                |              |                                  |       |               |            |                      |           |               |          |                |                                    |                                                             |
| 3. Athletic Participation Fee      | Fee to participate in athletic programs.                                                                                                                                                                                                               | None; However, the Board of Education may elect to establish an athletic participation fee.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |            |               |        |                |              |               |          |            |      |                  |        |                    |          |                |              |                                  |       |               |            |                      |           |               |          |                |                                    |                                                             |
| 4. Equipment and attire            | Students are responsible for required equipment and attire appropriate to the sport or activity, which are not provided by the school, and are responsible for any optional clothing, equipment, or other items associated with the sport or activity. | <p>Required items include athletic undergarments (supporter, bra, socks and undershirts), practice attire, including shorts, shirts, socks and shoes suitable for the activity, and dress attire suitable for team travel. Optional items for which students are responsible include: personal athletic bags, hair ties, sweat bands, non-required gloves, towels, forearm pads and personal medical devices (braces, orthopedic inserts, etc.). Additional required items for particular sports or activities include:</p> <table border="1" data-bbox="862 1157 1349 1940"> <tbody> <tr> <td>Basketball</td> <td>No additional</td> </tr> <tr> <td>Tennis</td> <td>Tennis racquet</td> </tr> <tr> <td>Cross County</td> <td>No additional</td> </tr> <tr> <td>Football</td> <td>Mouthpiece</td> </tr> <tr> <td>Golf</td> <td>Golf bag &amp; clubs</td> </tr> <tr> <td>Soccer</td> <td>Soccer shin guards</td> </tr> <tr> <td>Softball</td> <td>Softball glove</td> </tr> <tr> <td>Speech/Drama</td> <td>Dress attire; copies of research</td> </tr> <tr> <td>Track</td> <td>No additional</td> </tr> <tr> <td>Volleyball</td> <td>Volleyball knee pads</td> </tr> <tr> <td>Wrestling</td> <td>No additional</td> </tr> <tr> <td>Baseball</td> <td>Baseball glove</td> </tr> <tr> <td>Cheerleading and Dance Team Squads</td> <td>Shoes, approved uniforms (top &amp; skirt; pants; jacket), poms</td> </tr> </tbody> </table> | Basketball | No additional | Tennis | Tennis racquet | Cross County | No additional | Football | Mouthpiece | Golf | Golf bag & clubs | Soccer | Soccer shin guards | Softball | Softball glove | Speech/Drama | Dress attire; copies of research | Track | No additional | Volleyball | Volleyball knee pads | Wrestling | No additional | Baseball | Baseball glove | Cheerleading and Dance Team Squads | Shoes, approved uniforms (top & skirt; pants; jacket), poms |
| Basketball                         | No additional                                                                                                                                                                                                                                          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |            |               |        |                |              |               |          |            |      |                  |        |                    |          |                |              |                                  |       |               |            |                      |           |               |          |                |                                    |                                                             |
| Tennis                             | Tennis racquet                                                                                                                                                                                                                                         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |            |               |        |                |              |               |          |            |      |                  |        |                    |          |                |              |                                  |       |               |            |                      |           |               |          |                |                                    |                                                             |
| Cross County                       | No additional                                                                                                                                                                                                                                          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |            |               |        |                |              |               |          |            |      |                  |        |                    |          |                |              |                                  |       |               |            |                      |           |               |          |                |                                    |                                                             |
| Football                           | Mouthpiece                                                                                                                                                                                                                                             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |            |               |        |                |              |               |          |            |      |                  |        |                    |          |                |              |                                  |       |               |            |                      |           |               |          |                |                                    |                                                             |
| Golf                               | Golf bag & clubs                                                                                                                                                                                                                                       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |            |               |        |                |              |               |          |            |      |                  |        |                    |          |                |              |                                  |       |               |            |                      |           |               |          |                |                                    |                                                             |
| Soccer                             | Soccer shin guards                                                                                                                                                                                                                                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |            |               |        |                |              |               |          |            |      |                  |        |                    |          |                |              |                                  |       |               |            |                      |           |               |          |                |                                    |                                                             |
| Softball                           | Softball glove                                                                                                                                                                                                                                         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |            |               |        |                |              |               |          |            |      |                  |        |                    |          |                |              |                                  |       |               |            |                      |           |               |          |                |                                    |                                                             |
| Speech/Drama                       | Dress attire; copies of research                                                                                                                                                                                                                       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |            |               |        |                |              |               |          |            |      |                  |        |                    |          |                |              |                                  |       |               |            |                      |           |               |          |                |                                    |                                                             |
| Track                              | No additional                                                                                                                                                                                                                                          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |            |               |        |                |              |               |          |            |      |                  |        |                    |          |                |              |                                  |       |               |            |                      |           |               |          |                |                                    |                                                             |
| Volleyball                         | Volleyball knee pads                                                                                                                                                                                                                                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |            |               |        |                |              |               |          |            |      |                  |        |                    |          |                |              |                                  |       |               |            |                      |           |               |          |                |                                    |                                                             |
| Wrestling                          | No additional                                                                                                                                                                                                                                          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |            |               |        |                |              |               |          |            |      |                  |        |                    |          |                |              |                                  |       |               |            |                      |           |               |          |                |                                    |                                                             |
| Baseball                           | Baseball glove                                                                                                                                                                                                                                         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |            |               |        |                |              |               |          |            |      |                  |        |                    |          |                |              |                                  |       |               |            |                      |           |               |          |                |                                    |                                                             |
| Cheerleading and Dance Team Squads | Shoes, approved uniforms (top & skirt; pants; jacket), poms                                                                                                                                                                                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |            |               |        |                |              |               |          |            |      |                  |        |                    |          |                |              |                                  |       |               |            |                      |           |               |          |                |                                    |                                                             |

**STUDENTS**

**Appendix to 5033**

|                                               |                                                  |                                                                                                                                                                                                                                                                                                                                                                            | and other Accessories |
|-----------------------------------------------|--------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------|
| 5. Locker use                                 | Padlock for gym locker                           | Refundable damage deposit of \$10 per season will be required.                                                                                                                                                                                                                                                                                                             |                       |
| 6. Camps and clinics                          | Registration and other costs of camps or clinics | Students are responsible for the cost of all clinics, camps and conditioning programs. Any personal items purchased at camps or clinics, such as t-shirts, shall be at the student's expense.                                                                                                                                                                              |                       |
| 7. Marching Band and Musical Groups           | Equipment and attire.                            | Students will be responsible for the same costs as are set out for the athletic program. Students will be responsible for supplying their own musical instruments and accessories and for their own uniforms. Uniforms for the marching band will be supplied by the school; students may be required to pay a refundable band uniform rental/damage fee of up to \$50.00. |                       |
| <b>Clubs/Organizations</b>                    |                                                  |                                                                                                                                                                                                                                                                                                                                                                            |                       |
| Future Business Leaders (FBLA)                | State & national dues, meals and activities      | Annual dues not to exceed \$50.00 per club.                                                                                                                                                                                                                                                                                                                                |                       |
| Future Farmers (FFA)                          | State & national dues, meals and activities      | Annual dues not to exceed \$50.00 per club.                                                                                                                                                                                                                                                                                                                                |                       |
| Future Career/Community Leaders (FCCLA)       | State & national dues, meals and activities      | Annual dues not to exceed \$50.00 per club.                                                                                                                                                                                                                                                                                                                                |                       |
| National Honor Society                        | State & national dues, meals and activities      | Annual dues not to exceed \$50.00 per club.                                                                                                                                                                                                                                                                                                                                |                       |
| VICA Club                                     | State & national dues, meals and activities      | Annual dues not to exceed \$50.00 per club.                                                                                                                                                                                                                                                                                                                                |                       |
| Spanish / German Club                         | State & national dues, meals and activities      | Annual dues not to exceed \$50.00 per club.                                                                                                                                                                                                                                                                                                                                |                       |
| Art Club                                      | State & national dues, meals and activities      | Annual dues not to exceed \$50.00 per club.                                                                                                                                                                                                                                                                                                                                |                       |
| Student Council                               | State & national dues, meals and activities      | Annual dues not to exceed \$50.00 per club.                                                                                                                                                                                                                                                                                                                                |                       |
| Science Club                                  | State & national dues, meals and activities      | Annual dues not to exceed \$50.00 per club.                                                                                                                                                                                                                                                                                                                                |                       |
| Students Against Destructive Decisions (SADD) | State & national dues, meals and activities      | Annual dues not to exceed \$50.00 per club.                                                                                                                                                                                                                                                                                                                                |                       |
| Quill and Scroll                              | State & national dues, meals and activities      | Annual dues not to exceed \$50.00 per club.                                                                                                                                                                                                                                                                                                                                |                       |
| History Club                                  | State & national dues, meals and activities      | Annual dues not to exceed \$50.00 per club.                                                                                                                                                                                                                                                                                                                                |                       |
| Drama Club                                    | State & national dues, meals and activities      | Annual dues not to exceed \$50.00 per club.                                                                                                                                                                                                                                                                                                                                |                       |
| Academic Team (Quiz                           | State & national dues,                           | Annual dues not to exceed \$50.00 per club.                                                                                                                                                                                                                                                                                                                                |                       |

**STUDENTS**

**Appendix to 5033**

|                                                 |                                                           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
|-------------------------------------------------|-----------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Bowl)                                           | meals and activities                                      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| International Thespian Society                  | State & national dues, meals and activities               | Annual dues not to exceed \$50.00 per club.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| <b>Social &amp; Recognition Activities</b>      |                                                           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| 1. School plays, musicals and social activities | Admission to events                                       | Admission fees will be set annually and reflect admission prices for athletic events.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| 2. School dances                                | Admission to prom, homecoming, etc.                       | \$50.00 per event                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| 3. Class dues                                   |                                                           | None                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| 4. Senior recognition assessment                | Optional graduation activities                            | Participation in class activities attendant to graduation (such as being part of the composite picture, special yearbook pages, etc.) is not required in order for students to receive their high school diploma. Students who choose to participate will be required to pay the cost of the items involved in the graduation ceremony and attendant class activities. These may include the rental or purchase of graduation robes, caps, tassels, class flowers, class gift, yearbook picture page, and class composite picture. A single Senior Class Recognition Assessment, not to exceed \$50, will be assessed to those Seniors who elect to participate in such activities. |
| 5. Trips                                        | Transportation, lodging, meals, admission to events, etc. | Students are responsible for costs of school sponsored special trips where the trip is an extracurricular activity. The maximum costs of such trips will be \$2,000 per student. If the trip is not school sponsored, the costs of the trip are not subject to this policy and no fee waivers will apply. A trip is not school sponsored if it is not supervised or administered by the school, attendance on the trip does not count towards graduation credit or grade advancement, and participation on the trip is voluntary for students.                                                                                                                                      |

Policy Adopted: 06/03/02  
 Policy Revised: 07/07/03  
 Policy Revised: 08/04/03  
 Policy Revised: 07/05/05  
 Policy Revised: 07/03/06  
 Policy Revised: 07/06/09  
 Policy Revised: 07/02/12  
 Policy Revised: 08/05/19

SCHOOL DISTRICT 145  
 WAVERLY, NEBRASKA

# Secondary Device Implementation Handbook

## Resources

[Technology Related Forms for Schools](#)

FAQ: Secondary Device Implementation

A Parent Guide to Student Chromebook Use

Device Hardware Issues

## Chromebook Check- Out

### Initial Chromebook Check-Out (All grades 2020-2021, 6th & 9th Grade Students)

#### Preparation

- Collaborate with Curriculum and Technology Department to establish/review/revise school plans
  - Identify secure, climate-controlled space for Chromebook storage.
  - Review/Revise school based expectations, processes, procedures, and other school-based logistics.
  - Develop a plan to check Chromebooks out to students who are unable to attend distribution day. *Or determine how you will distribute chromebooks to students- in school, open house, etc*
- Send communication to families: Message to parents regarding [PA](#), [RUA](#), and CPP ([WHS / WMS](#))
- Print Student Cards
  - Technology provides cards (early-mid July)
  - Schools print cards after PowerSchool SIS Rollover
- Assign devices to students through (Follette)

#### Distribution

- Verify [Parent Acknowledgement](#) (PA) decision from incoming 6th grade, 9th grade, and newly enrolled students. (2020-2021 all students)  
*To identify students: PowerSchool (work with Teresa to see how we can indicate where forms are stored)*
- Scan and Distribute Chromebooks
- Assist with first time login
- Collect Chromebook Assurance Program Participation Fee payment (School Office Staff)

#### Post Distribution

- Review School Expectations with **Students**
  - Slides: Student Chromebook Middle School (TB developed)
  - Slides: Student Chromebook High School (TB developed)

#### Important Information:

- Instructions for running the sixth grade passwords report can be found [here](#).
- Students must be present for Chromebook check-out. Signing into the Chromebook at the time of check-out ensures the device is functional and connects to the network. It also doubles as their acceptance and agreement to the District 145 Student RUA.
- Parents/students may decline to take a Chromebook home, but must provide access to alternate technology at home (students are expected to complete coursework requiring the use of a device both at school and outside of school.)
- Students with IEPs might use devices other than Chromebooks. The IEP must be revisited if a student declines the device specified in her/his IEP.

- Lenovo 100e Schedule of Repairs/ Fines and Insurance [Information](#)
- Lenovo 300e Schedule of Repairs/ Fines and Insurance [Information](#)

## Returning Student Chromebook Check-Out (2021-2022)

### Preparation

- Collaborate with Technology to review/revise school plans.
  - Determine date/time/location for distribution (Open house/readiness days/first week during school)
  - Review/Revise school-based expectations, processes, procedures, and other school-based logistics.
- Send communications to families: Message to Parents Regarding PA, RUA, and CPP
- Organize Chromebook Assurance Program Fee Process

### Distribution

- Review Chromebook check-out/return process with staff
- Scan and return chromebooks.
- Collect Chromebook Assurance Program Participation Fee payment (school office staff)

### Post Distribution

- Review School Expectations with Students
  - SLIDES: Student Chromebook Middle School
  - SLIDES: Student Chromebook High School

## New Student Chromebook Check-Out

### Distribution (at the time of enrollment)

- Collect Parent Acknowledgement (PA) signature
- Assign and Collect Chromebook Assurance Program Participation Fee payment (recommended)
- Print Student Card
- Enter a Help Desk ticket to have a Chromebook for the student delivered to the school.
- Scan and distribute Chromebook
- Assist with first time login

## Chromebook Check-in

### Single Student

#### Student leaving District 145

- Check Chromebook for visible damage
- Submit a Help Desk Ticket (noting any damages in the ticket) to have the device picked up by the technology department.
  - If a student does not return their Chromebook, the school should notify the Technology Department via a help desk ticket that the student has left and their Chromebook was not returned.
- Technology will check the device in.

### End of Year

#### Middle School

- Confirm students have correct Chromebook (spreadsheet provided by technology services early May)
- Collection
  - Follow steps provided by technology department to assess damage.
  - If students have damage, complete a damage sheet and help students complete the help ticket.

- All Chromebooks must be checked in through ....
- Damaged Chromebooks will be repaired, reconditioned, and returned to the schools by Computing Services.
- Undamaged 6th and 7th grade Chromebooks will be organized and held on campus by building staff.
- Undamaged 8th grade Chromebooks will be picked up after the conclusion of the school year.
- Detailed steps and instructions can be found in this document.

### High School

- Identify the class period with the most students present and adjust the finals schedule accordingly. (3rd period--seniors done early?)
- Review the Chromebook collection process with staff (create slides)
- Confirm students have the correct Chromebook (spreadsheet provided by Technology early May)
- Immediately following the last final exam:
  - Students complete a Chromebook Collection form, submit a help ticket to report damages and/or missing items, fill out a damage sheet and return Chromebook/charger/bag as a complete kit.
  - Teachers scan and collect student devices (create detailed instructions)
- Create a document with detailed instructions.

## When Something Happens to a Chromebook

### Reporting Damaged Chromebooks

- Process Overview:
  - Student reports damage via a "student" help ticket and leaves the device with Media Center staff (or other designated staff/location)
  - Staff checks device for visible damage- confirmed by building techs
  - Students are issued a temporary loaner device.
  - Device is repaired by technology and returned to the school. (Student receives an email when the device is returned.)
  - Student returns the temporary loaner device and receives their original, repaired device back.
  - Parents receive a confirmation email communicating the repair process has been initiated.

*Media center staff should receive the returned loaner device, place it in a designated spot for a Technology Department technician to review, and return the student's original device to them. Computing Services will check in and re-certify the device.*
- Invoicing Process (We need to develop this process, write an email/letter that goes home and assign roles.)

### Reporting Lost/Stolen Devices

- Student reports loss using a help ticket and reports the lost device to the office. (office staff completes a police report if necessary)
- Student is issued a loaner device until an investigation is completed.

### Damage/Loss Assessment

- Devices reported lost or stolen are placed into a locked state by the Technology Department and will display a message prompting for it's return.
- Damaged devices are sent to the Firefly repair center by the technology department
  - Technology and Firefly evaluate the damage and repair the device.
- Fines for loss/damage are assessed to the student (what system will we use for this? Parents will receive an invoice via email- where will the fines be stored, office staff manages)

- Invoices are generated and shared ??

### **Reporting Found Devices and/or Parts (Device, Bag, Charger, etc)**

- Student reports found items using a help ticket and return items to the designated location in the building.
- Technology Department technician collects found items and assesses for damage.

### **Investigating Issues**

*How will schools have access to chromebook repair status and student fees?*

## **Teacher Supports**

### **District Supported Applications**

- PowerSchool
- G Suite (Drive, Docs, Slides, Sheets, Drawing, Classroom)
- SeeSaw
- Moodle
- Hapara
- WeVideo
- Pear Deck

### **Application Request Process**

- Selecting Instructional Tools Site
- Application request form

### **District Training and Professional Development Opportunities**

- Summer/Winter Google Certification Training
- Summer District 145 Technology Conference (dates determined annually)
- Customized Training and PD- contact building librarians and/or Lynne Herr/ESU 6

**School District 145**  
**EXTRA-DUTY ASSIGNMENTS – 2019-2020**

|                                  |      |                   |                          |
|----------------------------------|------|-------------------|--------------------------|
| HEAD BOYS BASKETBALL             | 6292 | Ryan Reeder       | Cat. VIII, Lev.4,7 yrs.  |
| RESERVE BOYS BASKETBALL          | 3192 | Andrew Broders    | Cat. VI, Lev.2 ,4 yrs.   |
| 9 <sup>TH</sup> BOYS BASKETBALL  |      | TBA               | Cat. VI, Lev.4 ,7 yrs.   |
| ASST BOYS BASKETBALL             | 3374 | Garrett Borchers  | Cat. VI, Lev.3 ,5 yrs.   |
| 7-8 BOYS BASKETBALL x 4          | 2280 | Shawn Ekwall      | Cat. IV, Lev.4,7 yrs.    |
|                                  | 2097 | Rob Retzlaff      | Cat. IV, Lev 3, 6 yrs.   |
|                                  | 2097 | Creighton Pearse  | Cat. IV, Lev.3, 5 yrs.   |
|                                  | 1733 | Brad Bowker       | Cat. IV, Lev.1, 1 yr.    |
| INTRAMURAL MS BASKETBALL         | 547  | Tina Kreikemeier  | Cat.I, Lev.2, 4 yrs.     |
|                                  | 547  | Cindy Schmidt     | Cat.I, Lev.2 ,4 yrs      |
|                                  |      |                   | Cat I, Lev. , yrs        |
| HEAD GIRLS BASKETBALL            | 6292 | John Cockerill    | Cat. VIII, Lev.4,7 yrs.  |
| ASST GIRLS BASKETBALL            | 3556 | Joel Fritz        | Cat. VI, Lev 4, 7 yrs.   |
| 9 <sup>TH</sup> GIRLS BASKETBALL |      | TBA               | Cat. VI, Lev.3 ,5 yrs.   |
| 7-8 GIRLS BASKETBALL x 4         | 2280 | Vicki Fehringer   | Cat. IV, Lev.4 ,7yrs.    |
|                                  | 1733 | Mackenzie Lee     | Cat. IV, Lev. 1, 2 yrs.  |
|                                  | 1915 | Madison Jones     | Cat. IV, Lev. 2, 4 yrs.  |
|                                  | 2280 | Christy Scott     | Cat. IV, Lev.4, 7 yrs.   |
| HEAD CROSS COUNTRY               | 5107 | Laura Hilkemann   | Cat. VII, Lev. 1, 2 yrs. |
| ASST CROSS COUNTRY               | 3556 | Jeff Cole         | Cat. VI, Lev. 4, 7 yrs.  |
| M.S. CROSS COUNTRY               | 1733 | Alek Gaard        | Cat. IV, Lev.1, 2yrs.    |
| HEAD FOOTBALL                    | 6109 | Reed Manstedt     | Cat. VIII, Lev. 3,6 yrs. |
| ASSISTANT FOOTBALL x 4           | 3192 | Matt Brewer       | Cat. VI, Lev.2 ,4 yrs.   |
|                                  | 3556 | Brian Benson      | Cat. VI, Lev. 4, 7 yrs.  |
|                                  | 3192 | Michael Ziola     | Cat. VI, Lev. 2, 3 yrs.  |
|                                  | 3192 | Brian Jackson     | Cat.VI, Lev.2, 4yrs.     |
| 9 <sup>TH</sup> FOOTBALL x 2     | 3556 | Aaron Jones       | Cat. VI, Lev.4, 7 yrs.   |
|                                  | 3556 | Eric Dolezal      | Cat. VI, Lev 4, 7 yrs.   |
| 7-8 FOOTBALL x 4                 | 2097 | Garrett Borchers  | Cat IV, Lev. 3 , 5 yrs   |
|                                  | 2280 | Brian Daniell     | Cat. IV, Lev.4, 7+ yrs.  |
|                                  | 2280 | Anthony Harms     | Cat. IV, Lev. 4, 7 yrs   |
|                                  | 2097 | Creighton Pearse  | Cat IV, Level 3, 5 yrs.  |
| HEAD BOYS GOLF                   | 3556 | Mike Cobelens     | Cat. VI, Lev. 4, 7 yrs.  |
| HEAD GIRLS GOLF                  | 3556 | Mike Cobelens     | Cat. VI, Lev.4 ,7yrs.    |
| HEAD BOYS SOCCER                 | 5107 | Michael Ziola     | Cat. VII, Lev.1 ,2 yrs.  |
| ASST BOYS SOCCER                 |      | TBA               | Cat. VI, Lev. , yrs.     |
| HEAD GIRLS SOCCER                | 5654 | Joel Fritz        | Cat. VII, Lev. 4,7yrs.   |
| ASST GIRLS SOCCER                | 3556 | Ben Welch         | Cat. VI, Lev.4,7 yrs.    |
| HEAD GIRLS SOFTBALL              | 5289 | Amanda Schaefer   | Cat. VII, Lev.2,4 yrs.   |
| ASST GIRLS SOFTBALL              | 3556 | Joe Selvage       | Cat. VI, Lev.4, 7 yrs.   |
| ASST GIRLS SOFTBALL              | 3009 | Madison Jones     | Cat. VI, Lev.1, 2 yrs    |
| HEAD BOYS TENNIS                 | 3556 | Tammy Tegler      | Cat. VI, Lev.4, 7yrs.    |
| ASST BOYS TENNIS                 | 1733 | Alexandra Yeagley | Cat. IV, Lev.1 ,1 yr.    |
| HEAD GIRLS TENNIS                | 3556 | Tammy Tegler      | Cat. VI, Lev.4, 7 yrs.   |
| ASST GIRLS TENNIS                | 1733 | Patricia Seier    | Cat. IV, Lev. 1, 2yrs.   |
| HEAD TRACK                       | 5745 | Brian Benson      | Cat. VIII, Lev 1, 2yrs.  |
| ASSISTANT TRACK x 6              | 3556 | Craig Thewke      | Cat. VI, Lev.4, 7 yrs.   |
|                                  | 3556 | Cody Gregory      | Cat. VI, Lev. 4 ,7 yrs.  |
|                                  | 3374 | Laura Hilkemann   | Cat. VI, Lev 3, 5 yrs.   |
|                                  | 3374 | Anthony Harms     | Cat. VI, Lev.3 , 6 yrs.  |
|                                  | 3556 | Brady Rohlfs      | Cat. VI, Lev 4, 7 yrs.   |
|                                  | 3556 | Allen Osborn      | Cat. VI, Lev.4 , 7yrs.   |
| 7-8 BOYS & GIRL'S TRACK X 5      | 2280 | Vicki Fehringer   | Cat. IV, Lev. 4, 7 yrs.  |
|                                  | 1915 | Brad Bowker       | Cat. IV, Lev. 2, 3 yrs.  |
|                                  | 2280 | Daryl Poppe       | Cat. IV, Lev. 4, 7yrs.   |
|                                  | 1915 | Makenzie Lee      | Cat. IV, Lev.2, 3 yrs.   |
|                                  |      | TBA               | Cat. IV, Lev. , yrs.     |
|                                  | 1915 | Creighton Pearse  | Cat. IV, Lev. 2, 4yrs.   |
| Head Unified Track               | 1915 | Abbie Huenink     | Cat. IV, Lev. 2, 3yrs    |
| Assistant Unified Track          | 1550 | Reed Manstedt     | Cat. III, Lev. 1, 2yrs   |

|                                             |      |                   |                           |
|---------------------------------------------|------|-------------------|---------------------------|
| HEAD VOLLEYBALL                             | 6292 | Terri Neujahr     | Cat. VIII, Lev. 4,7 yrs.  |
| ASST VOLLEYBALL                             | 3192 | Karissa Heun      | Cat. VI, Lev.2 ,4 yrs.    |
|                                             | 3009 | Jenna Eller       | Cat, VI, Lev.1, 1 yrs     |
| 9TH VOLLEYBALL                              | 3192 | Katelyn Seitz     | Cat. VI, Lev.2, 3 yrs.    |
| 7-8 Volleyball x 4                          | 1733 | Adison Kerchal    | Cat. IV, Lev.1,2 yrs.     |
|                                             | 2280 | Kelby Phillips    | Cat. IV, Lev 4,7 yrs.     |
|                                             | 1733 | Kelly Everson     | Cat. IV, Lev 1, 1 yr.     |
|                                             | 1733 | Kelsey Curtis     | Cat. IV, Lev.1, 1 yr.     |
| INTRAMAURAL MS VOLLEYBALL(8 <sup>th</sup> ) | 547  | Cindy Schmidt     | Cat, I, Lev.2 , 4yrs.     |
| (7 <sup>th</sup> )                          | 547  | Tina Kreikemeier  | Cat. I, Lev. 2, 4 yrs.    |
| <b>STRENGTH</b>                             |      |                   |                           |
| ASSISTANT (School Year)                     | 2280 | Brian Benson      | Cat. IV, Lev. 4, 7 yrs.   |
| ASSISTANT (School Year)                     | 2097 | Reed Manstedt     | Cat. IV, Lev. 3, 6 yrs.   |
| HEAD COACH (School Year)                    | 5654 | Anthony Harms     | Cat VII, Lev.4, 7 yrs.    |
| HEAD COACH (Summer)                         | 5654 | Anthony Harms     | Cat. VII, Lev. 4, 7 yrs.  |
| ASSISTANT (Summer)                          | 2097 | Reed Manstedt     | Cat. IV, Lev.3 ,6 yrs.    |
| ASSISTANT (Summer)                          | 2280 | Brian Benson      | Cat. IV, Lev.4, 7 yrs.    |
| HEAD WRESTLING                              | 5745 | Eric Dolezal      | Cat. VIII, Lev. 1, 2 yrs. |
| ASST WRESTLING                              | 3556 | Jordan Malcolm    | Cat. VI, Lev. 4, 7 yrs    |
|                                             | 3556 | Brad Canoyer      | Cat. VI, Lev. 4, 7 yrs    |
| 7-8 WRESTLING x 2                           | 1733 | Shawn Smith       | Cat. IV, Lev.1, 2 yrs.    |
|                                             |      |                   | Cat. IV, Lev. , yrs.      |
| HEAD BASEBALL                               | 5107 | Luke Tewes        | Cat. VII, Lev.1 ,2 yrs.   |
| RESERVE BASEBALL                            | 3009 | Tyson Brown       | Cat. VI, Lev.1,1yrs.      |
| ASST BASEBALL                               | 3556 | Taylor Wyatt      | Cat. VI, Lev.4 ,7 yrs     |
| CHEERLEADERS                                | 3556 | Jamie Lanik       | Cat. VI, Lev.4, 7 yrs.    |
| ASST CHEERLEADERS                           | 1915 | Brandy Withrow    | Cat. IV, Lev.2 ,3 yrs.    |
| DANCE TEAM                                  | 2553 | Maryn Heald       | Cat.V, Lev.2, 4 yrs.      |
| CHOIR & VOCAL                               | 2280 | Rachel Kornfeld   | Cat. IV, Lev. 4, 7 yrs.   |
| SWING CHOIR                                 | 2097 | Rachel Kornfeld   | Cat. III, Lev. 4, 7 yrs.  |
| MARCHING BAND                               | 3556 | Brady Rohlfs      | Cat. VI, Lev. 4, 7 yrs.   |
| HS JAZZ BAND                                | 2097 | Brady Rohlfs      | Cat. III, Lev. 4, 7 yrs.  |
| MS JAZZ BAND                                | 912  | Emily Standage    | Cat. II, Lev. 1, 1 yr.    |
| PEP BAND                                    | 2051 | Brady Rohlfs      | Cat. III, Lev. 4, 7+ yrs. |
| MS INSTRUMENTAL MUSIC                       | 912  | Jake Senff        | Cat. II, Lev. 1, 1 yr.    |
| ASST. MARCHING BAND                         | 1733 | Jake Senff        | Cat. IV, Lev. 1, 1yr.     |
| HS CONCERT BAND                             | 2097 | Brady Rohlfs      | Cat. III, Lev. 4, 7 yrs.  |
| ELEM MUSIC PERFORMANCE                      | 1094 | Emily Standage    | Cat. II, Lev.3, 5 yrs.    |
|                                             | 912  | Kelly Everson     | Cat. II, Lev. 1, 1 yr     |
|                                             | 1277 | Elliott Crouch    | Cat. II, Lev.3, 6 yrs.    |
| HS MUSICAL                                  | 2553 | Katie Friesen     | Cat. V, Lev. 2, 3 yrs.    |
|                                             | 2736 | Madison White     | Cat.V, Lev. 3, 5 yrs.     |
| SCHOOL PLAY DIRECTOR                        | 2553 | Kristen Friesen   | Cat. V, Lev.2, 3 yrs.     |
| ASSISTANT SCHOOL PLAY DIRECTOR              | 1550 | Brittany Hying    | Cat. III, Lev.1,2 yrs.    |
| ONE ACT PLAY                                |      | TBA               | Cat. V, Lev. , yrs        |
| HEAD SPEECH                                 | 3192 | Spencer Jakub     | Cat. VI, Lev.2, 4 yrs.    |
| ASSISTANT SPEECH                            |      | TBA               | Cat. IV, Lev. , yrs.      |
| FCCLA                                       | 2371 | .80 Kate Jones    | Cat. V, Lev. 1, 1yr.      |
|                                             | 511  | .20 Michael Ziola | Cat. V, Lev. 2, 4 yrs     |
| FFA                                         | 3478 | Kris Spath        | Cat. VI, Lev. 4, 7yrs.    |
| HI-SPOT/VIKING                              |      | TBA               | Cat. V, Lev , yrs.        |
| QUILL & SCROLL                              |      | TBA               | Cat. I, Lev. , yr         |
| FBLA                                        | 2918 | Tara Bohaboj      | Cat. V, Lev. 4, 7 yrs.    |
| SKILLS USA                                  | 2918 | Aaron Jones       | Cat. V, Lev.4, 7 yrs.     |
| ACADEMIC TEAM                               | 1277 | David Hartman     | Cat. II, Lev. 3, 5 yrs.   |
| HS ART CLUB                                 | 365  | Amanda Bultman    | Cat. I, Lev.1, 1yr.       |
| MS ART CLUB                                 | 730  | Amanda Hellerich  | Cat. I, Lev.3, 6 yrs.     |
| NATIONAL HONOR SOCIETY                      | 1459 | Cody Gregory      | Cat. II, Lev, 4, 7 yrs.   |
| GERMAN CLUB                                 |      | TBA               | Cat. I, Lev.2 ,yrs.       |
| SPANISH CLUB                                | 274  | ½ Laura Hilkemann | Cat. I, Lev. 2, 4 yrs     |
|                                             | 274  | ½ Cass Didier     | Cat. I, Lev. 2, 4 yrs     |
| DRAMA CLUB                                  | 365  | Brittany Hying    | Cat. I, Lev. 1, 2 yrs.    |

|                                         |      |                  |                         |
|-----------------------------------------|------|------------------|-------------------------|
| SADD                                    | 274  | ½ Abbie Huenink  | Cat. I, Lev.2, 3yrs     |
| SCIENCE CLUB                            | 274  | ½ Cass Didier    | Cat. I, Lev. 2, 4 yrs.  |
| MATH CLUB                               | 730  | Jamie Burns      | Cat. I, Lev.3, 6 yrs.   |
|                                         | 730  | Cindy Boss       | Cat. 1, Lev.3, 6yrs.    |
| SR HIGH STUDENT COUNCIL                 | 958  | ½ David Hartman  | Cat. III, Lev. 3, 5 yrs |
|                                         | 958  | ½ Mark Robles    | Cat. III, Lev. 3 ,6 yrs |
| HISTORY CLUB                            | 357  | Ryan Abbott      | Cat. 1, Lev.1, 1 yr     |
| MS STUDENT COUNCIL                      | 365  | ½ Jeromy Doele   | Cat. I, Lev.3 , 5 yrs.  |
|                                         | 274  | ½ Madison Jones  | Cat. I, Lev.2, 3 yrs.   |
| JR CLASS SPONSOR                        | 1459 | Kelly Bielenberg | Cat. II, Lev.4, 7 yrs.  |
| UNIFIED BOWLING                         |      | TBA              | Cat. III, Lev. , yrs    |
|                                         | 2280 | Abbie Huenink    | Cat. IV, Lev.4,7 yrs    |
| ROBOTICS                                | 2280 | Laurie Little    | Cat. IV, Lev.4, 7 yrs   |
| <b><i>SPED UNIT LEADERS</i></b>         |      |                  |                         |
| EAGLE                                   | 2918 | Tammy Gress      | Cat. V, Lev. 4 ,7 yrs.  |
| HAMLOW                                  | 2918 | Cara Piper       | Cat. V, Lev. 4, 7 yrs.  |
| INTERMEDIATE                            | 2918 | Joetta Jarecke   | Cat. V, Lev. 4, 7 yrs   |
| MIDDLE SCHOOL                           | 2918 | Cindy Schmidt    | Cat.V, Lev. 4, 7 yrs.   |
| HIGH SCHOOL                             | 2918 | Wendy Boitnott   | Cat. V, Lev.4, 7 yrs.   |
| <b><i>TEAM MATE COORDINATORS</i></b>    |      |                  |                         |
|                                         | 1277 | Christy Scott    | Cat. II, Lev 3, 6 yrs.  |
|                                         | 1094 | Brook Ruhter     | Cat. II, Lev. 2, 3 yrs. |
| <b><i>CRISIS TEAM COORDINATOR</i></b>   |      |                  |                         |
|                                         | 1500 | Angie Cobelens   |                         |
| <b><i>TECHNOLOGY SPECIALIST x 3</i></b> |      |                  |                         |
|                                         | 500  | TBA              |                         |
|                                         | 500  | Joel Fritz       |                         |
|                                         | 500  | Ann Vrana        |                         |