

## **AGENDA**

### **School District #145 - Waverly Public Schools**

#### 1. OPENING OF THE MEETING

1.1. Call to Order

1.2. Open Meetings Act

1.3. Publication of Meeting

1.4. Roll Call

1.5. Pledge of Allegiance

#### 2. APPROVAL OF AGENDA

2.1. 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. REPORTS

3.1. Building / District Administrators

3.2. Superintendent

3.3. Board Reports

3.4. Other Reports

#### 4. RECOGNITION OF VISITORS / OPEN FORUM

#### 5. ACTION ITEMS

5.1. Consent Agenda

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

5.1.1. Meeting Minutes

5.1.2. Staff Resignations / Terminations

5.1.3. Staff Hires / Reassignments

5.1.4. Extra-Duty Assignments

5.1.5. Fund Balances

5.1.6. Fund Claims

5.1.7. Acceptance of Donations

5.2. Out of State FFA trip

Approve the Future Farmer's of America to attend the National Convention from October 29th, 2019 through November 2nd, 2019 Passed with a motion by Board Member #1 and a second by Board Member #2.

5.3. Second Reading of Board Policies

Approve second reading of Board Policies 1260, 6310, 6320, 6830, 5033, 5028, 5010, 5104, 5103, 5305, 6760, 8130, 3060, 3131, 4031, 5001 and 5016 Passed with a motion by Board Member #1 and a second by Board Member #2.

5.4. Remove Board Policies

Remove Board Policies 6775, 1202, 5048, 5002 and 3131 Passed with a motion by Board Member #1 and a second by Board Member #2.

5.5. Approve Waverly High School Academic and Behavior Intervention Plan

Approve Waverly High School Academic and Behavior Intervention Plan for Waverly High School Passed with a motion by Board Member #1 and a second by Board Member #2.

5.6. Extra Duty Assignments

Approve extra duty assignments for the 2019 - 2020 school year Passed with a motion by Board Member #1 and a second by Board Member #2.

6. Discussion Items

6.1. Federal Education Update

6.2. NASB Monthly Update

6.3. Superintendent/Board Goals

6.4. Budget Preview Meeting

6.5. Student Handbook Changes

7. Convene Closed Session

7.1. Convene Closed Session

Approve convening into closed session at 8:14 P.M. to discuss real estate matters and protect the public interest Passed with a motion by Board Member #1 and a second by Board Member #2.

7.1.1. Restate Closed Session Reason

8. Reconvene to Open Session

8.1. Reconvene Open Session

To reconvene in open session at 8:42 P.M. Passed with a motion by Board Member #1 and a second by Board Member #2.

9. Upcoming Board Activities

9.1. Committee Meetings

9.2. Board Meetings

9.3. Board Training/Development

10. Adjournment

11. For Your Information

# Meeting Notice

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

The School District 145-Waverly Board of Education will convene in regular session at 7:00 p.m. on Monday, August 5<sup>th</sup>, 2019 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 30<sup>th</sup> day of July, 2019.

A handwritten signature in black ink, appearing to read "Cory Worrell". The signature is written in a cursive, flowing style.

Cory Worrell  
Superintendent

## **Pre-Service Agenda**

### **Monday, August 12th, 2019**

- 8:00 a.m.** District All-Staff Breakfast Waverly High School Commons-(Served by School District 145 Foundation for Education)
- 9:00 a.m.** District All-Staff Meeting Waverly High School Auditorium  
Welcome Andy Grosshans, Board of Education  
Introductions Cory Worrell, Superintendent of Schools  
New Staff-Building Principals  
Ten Year Service Presentations-Administrators
- Teammates Promo Christy Scott
- WEA (Waverly Education Association)-President Michael Cobelens
- FFE (Foundation for Education) Sara Martin, Paula Wiese and Hunter Radenslaben
- 10:30 a.m.** District Focus Cory Worrell  
Special Education Staff Meeting (Location TBD)-Lunch will be provided

### **Lunch (on your own)**

Waverly High School Open House (Freshmen and New Students only) 6:00 p.m.-8:00 p.m.

### **Tuesday, August 13th, 2019**

Reading Training-K-3 (for those not attending the 2-day) @ WMS 608/701

Waverly Middle School Open House  
-6th grade: 5:30 p.m.-6:30 p.m.  
-7th/8th grade: 3:00 p.m.-5:00 p.m.

Eagle Open House: 6:00 p.m.-7:00 p.m.

Secondary Paras report to buildings (time TBD)

### **Wednesday, August 14th, 2019**

First Day of School for Students, Grades 6-12

Elementary Plan Day

Eagle-All Staff Meeting

Hamlow Open House: 5:00 p.m.-6:00 p.m.

Waverly Intermediate School Open House: 5:30 p.m.-6:30 p.m.

Elementary Paras report to building (time TBD)

**Thursday, August 15th, 2019**

First Day of School for Students, Grades PK-5

**Public Input to the Board**

It is the policy of the Board of Education to provide for and encourage input from its various constituents in an appropriate and orderly fashion at regularly scheduled Board of Education meetings. The board is open to and encourages input on school issues from the public. The board would prefer that individuals or groups with school related concerns first attempt to resolve those concerns through established administrative channels.

1. Matters concerning an individual school shall be discussed first with the respective building administrator of the school.
2. If the matter is not resolved satisfactorily at the school level, it may then be brought to the Superintendent.
3. If the matter is not resolved satisfactorily at the Superintendent's level, it may then be brought before the board of education by:
  - a. Addressing the matter during Open Forum at a regular, monthly board meeting; individual presentations should be no longer than three (3) minutes and the total allotted Open Forum agenda time will be a maximum of thirty (30) minutes.
  - b. Requesting a formal agenda item by contacting the superintendent or board president on or before the Thursday prior to the regular, monthly meeting which, unless otherwise announced, will be on the first Monday of every month.
  - c. Submitting the matter in writing, said documentation can either be presented at the regular meeting or appended to the agenda, if received in the superintendent's office on the designated Thursday.
4. A response will be provided once the board has the opportunity to inquire about the matter. Possible board responses when appropriate may include, but are not limited to: directing the superintendent to address the matter; tabling for further study; appointing a temporary board committee to study and/or resolve the matter; scheduling a special meeting to hear the matter; or not taking action. Public input to the board is heard during Open Forum. Matters brought to the board in this fashion will be taken under advisement and not acted upon at that time.

**Note: The chair will not allow complaints about individuals. There are appropriate channels to address such matters. Because of the potential of introducing bias into board hearings on termination cases, complaints on individual employees will be received by the board only through the Superintendent of schools.**

Policy Adopted: 04/10/78  
 Policy Revised: 03/07/88  
 Policy Revised: 01/02/06  
 Policy Revised: 11/03/08

SCHOOL DISTRICT 145  
 WAVERLY, NEBRASKA

## Board of Education Regular Meeting

Monday, July 1, 2019 7:00 PM Central

Central Office Building  
14511 Heywood  
Waverly, NE 68462-0426

Scott Claycomb: Present

Andy Grosshans: Present

Robin Kappler: Present

Chad Kendall: Present

Cheryl Landon: Present

Jessica Zuniga: Present

Present: 6.

### 1. OPENING OF THE MEETING

#### 1.1. Public Hearing - Student Fees Policy

At 7:04 P.M., July 1, 2019, in the Central Office Board Room, President Andy Grosshans convened a public hearing to discuss, consider, and receive input on Board Policy 5033 Student Fees. Members present for Roll Call were Scott Claycomb, Andy Grosshans, Robin Kappler, Chad Kendall, Cheryl Landon, and Jessica Zuniga. Following the opportunity for audience comment, President Grosshans adjourned the hearing at 7:05 P.M.

#### 1.2. Public Hearing - Parent Involvement Policy

At 7:05 P.M., July 1, 2019, in the Central Office Board Room, President Andy Grosshans convened a public hearing to discuss, consider, and receive input on Board Policy 1235 Parental Involvement. Members present for Roll Call were Scott Claycomb, Andy Grosshans, Robin Kappler, Chad Kendall, Cheryl Landon, and Jessica Zuniga. Following the opportunity for audience comment, President Grosshans adjourned the hearing at 7:06 P.M.

#### 1.3. Public Hearing - Anti-Bullying Policy

At 7:06 P.M., July 1, 2019, in the Central Office Board Room, President Andy Grosshans convened a public hearing to discuss, consider, and receive input on Board Policy 5011 Anti - Bullying. Members present for Roll Call were Scott Claycomb, Andy Grosshans, Robin Kappler, Chad Kendall, Cheryl Landon, and Jessica Zuniga. Following the opportunity for audience comment, President Grosshans adjourned the hearing at 7:07 P.M.

#### 1.4. Call to Order

The Regular Meeting of the School District 145 Board of Education was called to order on Monday, July 1, 2019 at 7:07 P.M., at the Central Office Board Room, 14511 Heywood Street, Waverly, Nebraska.

### 1.5. Open Meetings Act

**COPY OF OPEN MEETINGS ACT:** The Board of Education makes available at least one current copy of the Open Meetings Act posted in the meeting room at a location accessible to members of the public. The Act is posted on the wall of the meeting room.

### 1.6. Publication of Meeting

Notice of the meeting was given in advance by posting in accordance with the Board of Education approved method for giving notice of meetings. Notice of this meeting was given in advance to all members of the Board of Education. Availability of the agenda was communicated in the posted notice and a current copy of the agenda was maintained as stated in the posted notice.

### 1.7. Roll Call

Board Members present for roll Call are Scott Claycomb, Andy Grosshans, Robin Kappler, Chad Kendall, Cheryl Landon, and Jessica Zuniga.

### 1.8. Pledge of Allegiance

## 2. APPROVAL OF AGENDA

### 2.1. Approve Agenda

Approval of the agenda for the meeting passed with a motion by Jessica Zuniga and a second by Scott Claycomb. Scott Claycomb: Yea, Andy Grosshans: Yea, Robin Kappler: Yea, Chad Kendall: Yea, Cheryl Landon: Yea, Jessica Zuniga: Yea  
Yea: 6, Nay: 0

## 3. REPORTS

### 3.1. Building / District Administrators

### 3.2. Superintendent

- Personnel - Hamlow Kindergarten Teacher, Elementary SPED Teacher
- Transportation Report - 2018 -19 School Year
- Administrator Retreat June 6th and 7th information
- Eastern Midland Conference update
- Elementary teachers getting paid during plan time

### 3.3. Board Reports

Policy/Advocacy Committee

Building, Grounds, Transportation Committee

Planning and Development Committee

Performance/Assessment and Americanism Committee

Board Trainings/Activity/Events

### 4. RECOGNITION OF VISITORS / OPEN FORUM

The regular board meeting agenda provides for citizens to present information or to express opinions to the board through public comment.

Aaron Ruskamp addressed the Board of Education regarding donation of a Buddy Bench to Hamlow Elementary School.

### 5. ACTION ITEMS

#### 5.1. Consent Agenda

Approval of the consent agenda passed with a motion by Cheryl Landon and a second by Robin Kappler. Scott Claycomb: Yea, Andy Grosshans: Yea, Robin Kappler: Yea, Chad Kendall: Yea, Cheryl Landon: Yea, Jessica Zuniga: Yea  
Yea: 6, Nay: 0

#### 5.1.1. Meeting Minutes

Approved the minutes of the June 3, 2019 Board of Education Regular Meeting.

#### 5.1.2. Staff Resignations / Terminations

Kyle Parker, Head Baseball Coach, Waverly High School, resignation effective May 24, 2019.

#### 5.1.3. Staff Hires / Reassignments

Erin Keithley, Kindergarten Teacher, Hamlow Elementary, Step 4, Column BA, Effective August 9, 2019, New Position

#### 5.1.4. Extra-Duty Assignments

#### 5.1.5. Fund Balances

Fund Balances as of June 26, 2019:

General Fund = \$8,900,292.33

Special Building Fund = \$942,656.37

Bond 2016 (Debt) = \$224,752.66

Bond 2015 (Debt) = \$315,096.25

Bond 2010 (Debt) = \$543,905.90

Bond 2008 (Debt) = \$209,268.81

Bond 2015 / 2016 Construction Proceeds = \$491,067.80

Bond 2011 A / B K - 8 (Debt) = \$647,941.84

Bond 2011 C 9 - 12 (Debt) = \$421,904.71

Hot Lunch = \$328,298.54

2003 QCPUF = \$7,791.47

2010 QCPUF = \$55,657.66

2012 QCPUF = \$118,389.11

2013 QCPUF = \$258,285.62

Depreciation Fund = \$464,580.85

#### 5.1.6. Fund Claims

Fund Claims for July 1, 2019:

Payroll, Imprest, and General Fund Claims = \$1,697,592.38

Special Building Fund Claims = \$6,217.50

Bond 2015 / 2016 Construction Proceeds Claims = \$8,572.28

#### 5.1.7. Acceptance of Donations

Aaron and Erin Ruskamp would like to donate a bench to Hamlow Elementary. This would be called a Buddy Bench. It is in memory of their son who would be starting kindergarten this fall. This bench would not be called anything other than a "buddy bench." It would not have a plaque attached to it either. Attached is BP 1250 "Memorials." I don't believe what the Ruskamps are trying to do violates our policy.

#### 5.2. First Reading of Board Policies

Approve first reading of Board Policies 1260, 6300, 6320, 5033, 6830, 5028, 5010, 5104, 5103, 5305, 6760, 8130, 3060, 3131, 4030, 5001 and 5012 passed with a motion by Scott Claycomb and a second by Chad Kendall. Scott Claycomb: Yea, Andy Grosshans: Yea, Robin Kappler: Yea, Chad Kendall: Yea, Cheryl Landon: Yea, Jessica Zuniga: Yea  
Yea: 6, Nay: 0

#### 5.3. Review Board Policies

Review Board Policy 1315 passed with a motion by Scott Claycomb and a second by Robin Kappler. Scott Claycomb: Yea, Andy Grosshans: Yea, Robin Kappler: Yea, Chad Kendall: Yea, Cheryl Landon: Yea, Jessica Zuniga: Yea  
Yea: 6, Nay: 0

#### 5.4. Tuition Rate for Non-Resident Students

Set the 2019 - 2020 non - resident student tuition rate at \$11,060.06 passed with a motion by Robin Kappler and a second by Scott Claycomb. Scott Claycomb: Yea, Andy Grosshans: Yea, Robin Kappler: Yea, Chad Kendall: Yea, Cheryl Landon: Yea, Jessica Zuniga: Yea  
Yea: 6, Nay: 0

#### 5.5. District Facility Rental Rates

Approve keeping facility rental rates for 2019-2020 the same as the rates were for 2018-2019 passed with a motion by Jessica Zuniga and a second by Chad Kendall. Scott Claycomb: Yea, Andy Grosshans: Yea, Robin Kappler: Yea, Chad Kendall: Yea, Cheryl Landon: Yea, Jessica Zuniga: Yea  
Yea: 6, Nay: 0

#### 5.6. Cross Town Transportation

Set the 2019 - 2020 Cross - Town Transportation Fee, payable annually at the District Office, at \$85.00 per individual student or \$110 per family passed with a motion by Cheryl Landon and a second by Jessica Zuniga. Scott Claycomb: Yea, Andy Grosshans: Yea, Robin Kappler: Yea, Chad Kendall: Yea, Cheryl Landon: Yea, Jessica Zuniga: Yea  
Yea: 6, Nay: 0

#### 5.7. Extra Duty Movement

Approve additional staffing and category movement of selected extra duty assignments from attached report passed with a motion by Cheryl Landon and a second by Jessica Zuniga. Scott Claycomb: Yea, Andy Grosshans: Yea, Robin Kappler: Yea, Chad Kendall: Yea, Cheryl Landon: Yea, Jessica Zuniga: Yea  
Yea: 6, Nay: 0

#### 5.8. Set Food Prices for 2019-20

##### 2019 - 2020 Prices

Breakfast = K - 5 of \$1.85; 6 - 12 of \$1.95; Adult of \$2.55. Each went up \$.05 cents in breakfast.

Lunch = K - 5 of \$2.90; 6 - 12 of \$3.10; Adult of \$3.80. Each went up \$.10 cents in lunch.

Approve the 2019 - 2020 breakfast / hot lunch prices passed with a motion by Scott Claycomb and a second by Chad Kendall. Scott Claycomb: Yea, Andy Grosshans: Yea, Robin Kappler: Yea, Chad Kendall: Yea, Cheryl Landon: Yea, Jessica Zuniga: Yea

Yea: 6, Nay: 0

### 5.9. Daily Sub Pay Rate Increase

Approve recommended daily sub rate pay for 2019-20 as \$130 per day for the first 9 days; \$140 per day between days 10 and 19; \$196 per day for long term substitute passed with a motion by Jessica Zuniga and a second by Robin Kappler. Scott Claycomb: Yea, Andy Grosshans: Yea, Robin Kappler: Yea, Chad Kendall: Yea, Cheryl Landon: Yea, Jessica Zuniga: Yea  
Yea: 6, Nay: 0

### 5.10. Reaffirm Board Policies 1235, 5011, 5033

Reaffirm Board Policies 1235 Parental Involvement; 5011 Anti - Bullying; and 5003 Student Fees passed with a motion by Jessica Zuniga and a second by Chad Kendall. Scott Claycomb: Yea, Andy Grosshans: Yea, Robin Kappler: Yea, Chad Kendall: Yea, Cheryl Landon: Yea, Jessica Zuniga: Yea  
Yea: 6, Nay: 0

### 5.11. Purchase Small Vehicles

Authorize Administration to purchase three (3) Ford nine passenger vans or two (2) Chevrolet Suburbans at State contract prices in an amount not to exceed \$95,000 in total passed with a motion by Robin Kappler and a second by Scott Claycomb. Scott Claycomb: Yea, Andy Grosshans: Yea, Robin Kappler: Yea, Chad Kendall: Yea, Cheryl Landon: Yea, Jessica Zuniga: Yea  
Yea: 6, Nay: 0

## 6. Discussion Items

### 6.1. Stadium Improvement Fundraising Project

### 6.2. NCSA Federal Education Update

### 6.3. NASB July Update

## 7. Convene Closed Session – There was no need for a closed session.

### 7.1. Convene Closed Session

#### 7.1.1. Restate Closed Session Reason

Restate that the reason to enter into closed session is for

## 8. Reconvene to Open Session

### 8.1. Reconvene Open Session

## 9. Upcoming Board Activities

9.1. Committee Meetings

9.2. Board Meetings

The next scheduled Regular Board Meeting is set for August 5th, 2019 at Central Office in Waverly starting at 7:00 p.m.

9.3. Board Training/Development

10. Adjournment

President Grosshans adjourned the meeting at 8:27 P.M.

11. For Your Information

The School District #145 – Board of Education reserves the right to convene a Closed Session for purposes in accordance with §84-1410(1).



Recording Secretary

\_\_\_\_\_  
Attest: Board Secretary

Cory, Craig, and Delanie-

I'm writing to inform you guys that I sadly will be resigning from my para professional position at Waverly Intermediate School effective the 2019-2020 school year.

It has been a joy to working for the district, and I've truly enjoyed it. Another job opportunity came up and it was impossible to pass up.

I am willing to stay on as a sub para for the district.

Thank you,

Erin Ruskamp

I am resigning from my position as paraprofessional at Eagle Elementary effective immediately.

Kristen Schunk

Megan,

I am resigning from my position as paraprofessional at Eagle Elementary effective immediately.

Thank you for everything,  
Sarah Riekenberg

**Fund Balances as of:**  
**July 31, 2019**

<b>Fund</b>	<b>June 26, 2019</b>	<b>Receipts</b>	<b>Expenditures</b>	<b>July 31, 2019</b>
General	8,900,292.33	422,608.81	1,697,392.38	7,625,508.76
Building	942,656.37	23,099.10	14,789.78	950,965.69
Bond 2016 (Debt)	224,752.66	6,009.03	-	230,761.69
Bond 2015 (Debt)	315,096.25	9,067.97	-	324,164.22
Bond 2010 (Debt)	543,905.90	5,251.34	-	549,157.24
Bond 2008 (Debt)	209,268.81	36.53	-	209,305.34
Bond 15 Construction	491,067.80	860.72	-	491,928.52
Bond 11 A/B K-8 Debt	647,941.84	11,465.72	-	659,407.56
Bond 11 C 9-12 Debt	421,904.71	3,667.86	-	425,572.57
Hot Lunch	328,298.54	12,480.06	54,953.78	285,824.82
2003 QCPUF	7,791.47	0.97	-	7,792.44
2010 QCPUF	55,657.66	758.69	-	56,416.35
2012 QCPUF	118,389.11	2,189.29	-	120,578.40
2013 QCPUF	258,285.62	4,983.41	-	263,269.03
Depreciation	464,580.85	7,355.70	-	471,936.55
<b>Total</b>	<b>13,929,889.92</b>	<b>509,835.20</b>	<b>1,767,135.94</b>	<b>12,672,589.18</b>

Check #	Vendor Name	Amount		Amount
Account Number	Invoice	Description		Amount
Checking	1			
<b>Checking</b>	<b>1</b>	<b>Fund: 01</b>	<b>GENERAL FUND</b>	
64397	ADAM BAUMAN			162.57
01 2230 333 0 000	1/3/19- 7/31/19	MILEAGE 1/3/19-7/31/19		162.57
64397	ADAM BAUMAN			4.95
01 2230 735 0 000	7SU90569YP43 7101U	HetrixTools monitoring service. Basic -		4.95
64397	ADAM BAUMAN			21.69
01 2230 580 0 000	FUTURE READY CONF 19	FUTURE READY CONF 2019		21.69
64397	ADAM BAUMAN			63.85
01 2230 580 0 000	ISTE 2019	ISTE 2019 CONF MEALS, TRAVEL		63.85
			<b>Vendor Total:</b>	<b>253.06</b>
64398	ALLIED OIL & TIRE COMPANY			149.31
01 2710 430 0 000	447705-00	WINDSHIELD WASHER FLUID		119.45
01 2712 430 0 000	447705-00	WINDSHIELD WASHER FLUID		29.86
			<b>Vendor Total:</b>	<b>149.31</b>
64399	AMAZON			375.15
01 2320 640 0 000	435768364466	BOOKS FOR ADMIN		375.15
64399	AMAZON			135.96
01 2620 430 2 002	458846755459	DOLLY CART TIRES		135.96
64399	AMAZON			638.61
01 2230 734 0 000	464764965933	imBAPrice 50FT RCA M/Mx3 Audio/Video Cab		10.99
01 2230 734 0 000	464764965933	STM Alley Shoulder Laptop Bag fits 11"/1		261.85
01 2230 734 0 000	464764965933	WD 10TB Elements Desktop Hard Drive - US		203.44
01 2230 734 0 000	464764965933	Crucial 16GB Kit (8GBx2) DDR3/DDR3L 1600		83.99
01 2230 734 0 000	464764965933	Crucial MX500 500GB 3D NAND SATA 2.5 Inc		65.36
01 2230 734 0 000	464764965933	Wyze Labs Expandable Storage 32GB MicroS		12.98
64399	AMAZON			(38.99)
01 2320 610 0 000	469594575384	POST PROM CREDIT		(38.99)
64399	AMAZON			38.99
01 2320 610 0 000	677747736534	POST PROM		38.99
64399	AMAZON			52.51
01 2230 430 0 000	776777859887	Brasso Multi-Purpose Metal Polish, 8 oz		5.94
01 2230 734 0 000	776777859887	Wyze Cam 1080p HD Indoor Wireless Smart		25.98
01 2230 734 0 000	776777859887	10 Rolls DYMO 30252 Compatible 1-1/8" x		20.59
64399	AMAZON			39.95
01 2630 430 1 004	876885845535	TRIMMER REPLACEMENT HEAD		7.99
01 2630 430 1 006	876885845535	TRIMMER REPLACEMENT HEAD		7.99
01 2630 430 2 001	876885845535	TRIMMER REPLACEMENT HEAD		7.99
01 2630 430 2 002	876885845535	TRIMMER REPLACEMENT HEAD		7.99
01 2630 430 1 003	876885845535	TRIMMER REPLACEMENT HEAD		7.99
			<b>Vendor Total:</b>	<b>1,242.18</b>
64400	AMERICAN EXPRESS			314.76

Check #	Vendor Name	Amount		Amount
Account Number	Invoice	Description		Amount
01 2230 735 0 000	46536988	PremiumSSL Wildcard 1-year		169.00
01 2230 735 0 000	46536988	Essential SSL Wildcard 2-year		145.76
	<b>64400 AMERICAN EXPRESS</b>			<b>368.76</b>
01 2620 740 2 001	CARROTTOP 62119	FLAGPOLE ROPE		368.76
	<b>64400 AMERICAN EXPRESS</b>			<b>201.53</b>
01 2320 810 0 000	FEEES JULY 2019	FEEES JULY 2019		201.53
	<b>64400 AMERICAN EXPRESS</b>			<b>205.17</b>
01 2710 430 0 000	LTR 071019	TOW SUBURBAN 1		205.17
	<b>64400 AMERICAN EXPRESS</b>			<b>60.00</b>
01 6412 735 0 000	THERAPLATFOR M 71519	PRO PLUS		60.00
			<b>Vendor Total:</b>	<b>1,150.22</b>
	<b>64401 AMERICAN MESSAGING</b>			<b>43.03</b>
01 2510 530 0 000	D3201922TG	SVS 7/1/19-7/31/19		43.03
			<b>Vendor Total:</b>	<b>43.03</b>
	<b>64402 AMERICAN SCHOOL BD JOURNAL</b>			<b>78.00</b>
01 2310 890 0 000	19-20	19-20 SUBSCRIPTION RENEWAL		39.00
	RENEWAL			
01 2320 640 0 000	19-20	19-20 SUBSCRIPTION RENEWAL		39.00
	RENEWAL			
			<b>Vendor Total:</b>	<b>78.00</b>
	<b>64403 ASCD</b>			<b>89.00</b>
01 2212 320 0 000	PLUGGE 19/20	ASCD Membership		89.00
			<b>Vendor Total:</b>	<b>89.00</b>
	<b>64404 BARB MEYERS</b>			<b>2,329.95</b>
01 2212 734 0 000	BESTBUY 7/30/19	CURRICULUM TECH EQUIPMENT		2,329.95
			<b>Vendor Total:</b>	<b>2,329.95</b>
	<b>64405 BECKY SCHROEDER</b>			<b>40.83</b>
01 6404 333 1 004	7/2/19- 7/18/19	MILEAGE 7/2/19-7/18/19		40.83
	<b>64405 BECKY SCHROEDER</b>			<b>55.68</b>
01 6404 333 1 004	7/9/19- 7/18/19	MILEAGE 7/9/19-7/18/19		55.68
			<b>Vendor Total:</b>	<b>96.51</b>
	<b>64406 BETH LUDWIG</b>			<b>150.44</b>
01 6406 340 0 000	7/10/19	B5 SVS 7/10/19		127.82
01 6409 334 0 000	7/10/19	B5 SVS 7/10/19		22.62
			<b>Vendor Total:</b>	<b>150.44</b>
	<b>64407 BINSWANGER GLASS</b>			<b>226.80</b>
01 2710 430 0 000	W579091296	GLASS		226.80
			<b>Vendor Total:</b>	<b>226.80</b>
	<b>64408 BLACK DIAMOND ENTERPRISES INC</b>			<b>750.00</b>
01 2630 430 2 001	100236-662	MULCH		750.00
	<b>64408 BLACK DIAMOND ENTERPRISES INC</b>			<b>680.00</b>
01 2630 430 1 004	100236-672A	MULCH		680.00
	<b>64408 BLACK DIAMOND ENTERPRISES INC</b>			<b>2,180.00</b>
01 2630 430 2 001	100236-702	MULCH		1,430.00
01 2630 430 1 004	100236-702	MULCH		750.00
	<b>64408 BLACK DIAMOND ENTERPRISES INC</b>			<b>295.00</b>

Check #	Vendor Name	Amount	
Account Number	Invoice	Description	Amount
01 2630 430 2 001	100236-706	MULCH	295.00
64408	BLACK DIAMOND ENTERPRISES INC		1,500.00
01 2630 430 1 003	100236-707	MULCH	1,500.00
64408	BLACK DIAMOND ENTERPRISES INC		680.00
01 2630 430 1 003	100236-715	MULCH	680.00
64408	BLACK DIAMOND ENTERPRISES INC		295.00
01 2630 430 1 004	100236-721	MULCH	295.00
64408	BLACK DIAMOND ENTERPRISES INC		750.00
01 2630 430 1 006	100236-724	MULCH	750.00
64408	BLACK DIAMOND ENTERPRISES INC		365.00
01 2630 430 1 004	100236-735	MULCH	365.00
64408	BLACK DIAMOND ENTERPRISES INC		750.00
01 2630 430 1 006	100236-744	MULCH	750.00
		<b>Vendor Total:</b>	<b>8,245.00</b>
64392	BLUE CROSS BLUE SHIELD		220,344.57
01 1100 281 1 003	AUG 19-0001	HEALTH BENEFITS	2,008.88
1100			
01 1100 281 1 004	AUG 19-0001	HEALTH BENEFITS	4,978.48
1100			
01 1100 281 1 003	AUG 19-0001	HEALTH BENEFITS	2,644.17
1101			
01 1100 281 1 004	AUG 19-0001	HEALTH BENEFITS	6,374.22
1101			
01 1100 281 1 003	AUG 19-0001	HEALTH BENEFITS	4,717.04
1102			
01 1100 281 1 004	AUG 19-0001	HEALTH BENEFITS	5,629.92
1102			
01 2620 280 1 004	AUG 19-0001	HEALTH BENEFITS	636.60
01 3535 281 0 000	AUG 19-0001	HEALTH BENEFITS	414.29
01 6200 281 1 003	AUG 19-0001	HEALTH BENEFITS	2,485.77
01 6200 281 1 006	AUG 19-0001	HEALTH BENEFITS	303.10
01 6310 281 1 006	AUG 19-0001	HEALTH BENEFITS	515.94
01 6404 281 1 004	AUG 19-0001	HEALTH BENEFITS	2,414.63
01 6409 281 0 000	AUG 19-0001	HEALTH BENEFITS	1,111.16
01 2620 280 2 001	AUG 19-0001	HEALTH BENEFITS	318.30
01 2620 280 2 002	AUG 19-0001	HEALTH BENEFITS	318.30
01 2710 280 0 000	AUG 19-0001	HEALTH BENEFITS	636.60
01 2710 286 0 000	AUG 19-0001	HEALTH BENEFITS	303.10
01 2712 286 0 000	AUG 19-0001	HEALTH BENEFITS	303.10
01 3540 281 1 003	AUG 19-0001	HEALTH BENEFITS	606.20
01 2610 280 1 006	AUG 19-0001	HEALTH BENEFITS	1,273.20
01 2610 280 2 001	AUG 19-0001	HEALTH BENEFITS	3,183.00
01 2610 280 2 002	AUG 19-0001	HEALTH BENEFITS	1,909.80
01 2630 280 0 000	AUG 19-0001	HEALTH BENEFITS	1,909.80
01 2620 280 1 003	AUG 19-0001	HEALTH BENEFITS	636.60
01 2620 280 1 006	AUG 19-0001	HEALTH BENEFITS	636.60
01 2410 281 2 001	AUG 19-0001	HEALTH BENEFITS	5,128.08
01 2410 280 2 001	AUG 19-0001	HEALTH BENEFITS	1,273.20
01 2410 281 2 002	AUG 19-0001	HEALTH BENEFITS	1,709.36
01 2410 280 2 002	AUG 19-0001	HEALTH BENEFITS	1,273.20
01 2610 280 1 003	AUG 19-0001	HEALTH BENEFITS	1,273.20
01 2610 280 1 004	AUG 19-0001	HEALTH BENEFITS	636.60
01 2410 281 1 003	AUG 19-0001	HEALTH BENEFITS	1,454.86
01 2410 280 1 003	AUG 19-0001	HEALTH BENEFITS	636.60

Check #	Vendor Name			Amount
Account	Number	Invoice	Description	Amount
01 2410 281 1 004		AUG 19-0001	HEALTH BENEFITS	1,709.36
01 2410 280 1 004		AUG 19-0001	HEALTH BENEFITS	636.60
01 2410 281 1 006		AUG 19-0001	HEALTH BENEFITS	1,709.36
01 2410 280 1 006		AUG 19-0001	HEALTH BENEFITS	636.60
01 2220 281 2 002		AUG 19-0001	HEALTH BENEFITS	1,164.22
01 2230 281 0 000		AUG 19-0001	HEALTH BENEFITS	1,709.36
01 2230 286 0 000		AUG 19-0001	HEALTH BENEFITS	1,909.80
01 2320 286 0 000		AUG 19-0001	HEALTH BENEFITS	1,709.36
01 2320 286 0 000		AUG 19-0001	HEALTH BENEFITS	1,709.36
01 2320 280 0 000		AUG 19-0001	HEALTH BENEFITS	1,750.65
01 2190 282 2 001		AUG 19-0001	HEALTH BENEFITS	0.00
01 2212 281 0 000		AUG 19-0001	HEALTH BENEFITS	533.56
01 2220 281 1 003		AUG 19-0001	HEALTH BENEFITS	662.87
01 2220 281 1 004		AUG 19-0001	HEALTH BENEFITS	994.30
01 2220 281 1 006		AUG 19-0001	HEALTH BENEFITS	994.31
01 2220 281 2 001		AUG 19-0001	HEALTH BENEFITS	1,402.68
01 2141 281 1 006		AUG 19-0001	HEALTH BENEFITS	341.87
01 2141 281 2 001		AUG 19-0001	HEALTH BENEFITS	341.87
01 2141 281 2 002		AUG 19-0001	HEALTH BENEFITS	341.88
01 2151 281 1 003		AUG 19-0001	HEALTH BENEFITS	1,402.68
01 2151 281 1 004		AUG 19-0001	HEALTH BENEFITS	828.59
01 2151 281 1 006		AUG 19-0001	HEALTH BENEFITS	828.59
01 2120 281 2 002		AUG 19-0001	HEALTH BENEFITS	1,241.49
01 2130 282 1 003		AUG 19-0001	HEALTH BENEFITS	28.67
01 2130 282 1 004		AUG 19-0001	HEALTH BENEFITS	636.60
01 2130 282 1 006		AUG 19-0001	HEALTH BENEFITS	636.60
01 2141 281 1 003		AUG 19-0001	HEALTH BENEFITS	341.87
01 2141 281 1 004		AUG 19-0001	HEALTH BENEFITS	341.87
01 1200 281 1 003		AUG 19-0001	HEALTH BENEFITS	930.15
1223				
01 1200 281 2 001		AUG 19-0001	HEALTH BENEFITS	1,051.96
1225				
01 2120 281 1 003		AUG 19-0001	HEALTH BENEFITS	620.75
01 2120 281 1 004		AUG 19-0001	HEALTH BENEFITS	1,657.18
01 2120 281 1 006		AUG 19-0001	HEALTH BENEFITS	1,051.96
01 2120 281 2 001		AUG 19-0001	HEALTH BENEFITS	3,148.46
01 1200 281 1 006		AUG 19-0001	HEALTH BENEFITS	3,639.29
1221				
01 1200 281 2 001		AUG 19-0001	HEALTH BENEFITS	2,008.88
1221				
01 1200 281 2 002		AUG 19-0001	HEALTH BENEFITS	4,526.76
1221				
01 1200 281 1 004		AUG 19-0001	HEALTH BENEFITS	828.59
1222				
01 1200 281 2 001		AUG 19-0001	HEALTH BENEFITS	515.94
1222				
01 1200 281 2 002		AUG 19-0001	HEALTH BENEFITS	1,241.49
1222				
01 1100 281 2 002		AUG 19-0001	HEALTH BENEFITS	1,657.18
1194				
01 1200 281 2 001		AUG 19-0001	HEALTH BENEFITS	854.68
1212				
01 1200 281 0 000		AUG 19-0001	HEALTH BENEFITS	1,454.86
1214				
01 1200 282 0 000		AUG 19-0001	HEALTH BENEFITS	159.15
1214				
01 1200 281 1 003		AUG 19-0001	HEALTH BENEFITS	4,142.95
1221				

<u>Check #</u>	<u>Vendor Name</u>			<u>Amount</u>
<u>Account</u>	<u>Number</u>	<u>Invoice</u>	<u>Description</u>	<u>Amount</u>
01 1200 281 1 004 1221		AUG 19-0001	HEALTH BENEFITS	2,231.27
01 1100 281 1 006 1194		AUG 19-0001	HEALTH BENEFITS	940.28
01 1100 281 2 001 1193		AUG 19-0001	HEALTH BENEFITS	546.87
01 1100 281 2 002 1193		AUG 19-0001	HEALTH BENEFITS	1,321.37
01 1100 281 1 003 1194		AUG 19-0001	HEALTH BENEFITS	82.86
01 1100 281 1 006 1194		AUG 19-0001	HEALTH BENEFITS	480.59
01 1100 281 2 001 1194		AUG 19-0001	HEALTH BENEFITS	1,093.73
01 1100 281 1 004 1190		AUG 19-0001	HEALTH BENEFITS	185.74
01 1100 281 1 006 1190		AUG 19-0001	HEALTH BENEFITS	128.98
01 1100 281 2 001 1190		AUG 19-0001	HEALTH BENEFITS	1,241.49
01 1100 281 2 002 1190		AUG 19-0001	HEALTH BENEFITS	1,657.18
01 1100 281 1 003 1193		AUG 19-0001	HEALTH BENEFITS	606.20
01 1100 281 1 004 1193		AUG 19-0001	HEALTH BENEFITS	940.28
01 1100 281 2 001 1172		AUG 19-0001	HEALTH BENEFITS	1,657.18
01 1100 281 2 001 1174		AUG 19-0001	HEALTH BENEFITS	704.81
01 1100 281 2 002 1174		AUG 19-0001	HEALTH BENEFITS	625.63
01 1100 281 2 001 1176		AUG 19-0001	HEALTH BENEFITS	1,657.18
01 1100 281 2 002 1176		AUG 19-0001	HEALTH BENEFITS	1,290.42
01 1100 281 1 003 1190		AUG 19-0001	HEALTH BENEFITS	201.22
01 1100 281 2 001 1168		AUG 19-0001	HEALTH BENEFITS	2,017.84
01 1100 281 2 002 1168		AUG 19-0001	HEALTH BENEFITS	1,886.77
01 1100 281 2 001 1169		AUG 19-0001	HEALTH BENEFITS	1,126.88
01 1100 281 2 001 1169		AUG 19-0001	HEALTH BENEFITS	892.55
01 1100 281 2 001 1170		AUG 19-0001	HEALTH BENEFITS	1,657.18
01 1100 281 2 002 1170		AUG 19-0001	HEALTH BENEFITS	1,657.18
01 1100 281 2 001 1155		AUG 19-0001	HEALTH BENEFITS	606.20
01 1100 281 1 004 1160		AUG 19-0001	HEALTH BENEFITS	465.07
01 1100 281 1 003 1160		AUG 19-0001	HEALTH BENEFITS	2,884.12
01 1100 281 1 003 1168		AUG 19-0001	HEALTH BENEFITS	1,402.68
01 1100 281 1 004 1168		AUG 19-0001	HEALTH BENEFITS	1,136.61
01 1100 281 1 006 1168		AUG 19-0001	HEALTH BENEFITS	1,136.61

Check #	Vendor Name	Amount		Amount
Account Number	Invoice	Description		Amount
01 1100 281 2 002 1124	AUG 19-0001	HEALTH BENEFITS		186.51
01 1100 281 2 001 1130	AUG 19-0001	HEALTH BENEFITS		5,123.97
01 1100 281 2 001 1140	AUG 19-0001	HEALTH BENEFITS		5,757.61
01 1100 281 1 004 1150	AUG 19-0001	HEALTH BENEFITS		465.08
01 1100 281 1 006 1150	AUG 19-0001	HEALTH BENEFITS		303.10
01 1100 281 2 001 1153	AUG 19-0001	HEALTH BENEFITS		6,219.97
01 1100 281 2 002 1106	AUG 19-0001	HEALTH BENEFITS		5,362.39
01 1100 281 2 002 1107	AUG 19-0001	HEALTH BENEFITS		6,089.44
01 1100 281 2 002 1108	AUG 19-0001	HEALTH BENEFITS		8,197.71
01 1100 281 2 001 1110	AUG 19-0001	HEALTH BENEFITS		6,615.93
01 1100 281 2 001 1114	AUG 19-0001	HEALTH BENEFITS		701.34
01 1100 281 2 001 1124	AUG 19-0001	HEALTH BENEFITS		3,227.25
01 1100 281 1 003 1103	AUG 19-0001	HEALTH BENEFITS		3,314.36
01 1100 281 1 006 1103	AUG 19-0001	HEALTH BENEFITS		4,272.26
01 1100 281 1 003 1104	AUG 19-0001	HEALTH BENEFITS		2,644.17
01 1100 281 1 006 1104	AUG 19-0001	HEALTH BENEFITS		5,048.73
01 1100 281 1 003 1105	AUG 19-0001	HEALTH BENEFITS		1,402.68
01 1100 281 1 006 1105	AUG 19-0001	HEALTH BENEFITS		5,260.00
			<b>Vendor Total:</b>	<b>220,344.57</b>
64409 BRASCH ENTERPRISES LLC		810.00		
01 2620 430 2 001	1931/1FINAL	REPAIR DRYWALL IN ART ROOM		810.00
			<b>Vendor Total:</b>	<b>810.00</b>
64410 BRYANLGH MEDICAL CENTER EAST		150.00		
01 2190 913 2 001	IN250876	ATHLETIC TRAINER MAY 2019		150.00
			<b>Vendor Total:</b>	<b>150.00</b>
64411 BUS PARTS WAREHOUSE		377.12		
01 2710 430 0 000	IN112569	PARTS		377.12
			<b>Vendor Total:</b>	<b>377.12</b>
64412 CARLEEN DOWDING		49.32		
01 2710 610 0 000	REIMB 8/6/19	MAPS		49.32
			<b>Vendor Total:</b>	<b>49.32</b>
64413 CASS COUNTY REFUSE		230.00		
01 2630 430 1 003	803-0819	TRASH SVS JULY 2019		230.00
64413 CASS COUNTY REFUSE		230.00		
01 2630 430 1 003	804-0719	TRASH SVS JUNE 2019		230.00
			<b>Vendor Total:</b>	<b>460.00</b>
64414 CENGAGE LEARNING		3,780.00		
01 2212 640 0 000	67353618	BIG IDEAS MATH ALGEBRA 2		3,780.00
			<b>Vendor Total:</b>	<b>3,780.00</b>
64415 CENTERPOINT ENERGY SERVICES		4,736.01		

Check #	Vendor Name	Amount	Account Number	Invoice	Description	Amount
01 2610 621 1 004		91.61		3771143	SVS 5/1/19-5/31/19	
01 2610 621 0 000		64.12		3771143	SVS 5/1/19-5/31/19	
01 2610 621 1 006		1,448.09		3771143	SVS 5/1/19-5/31/19	
01 2610 621 1 003		734.56		3771143	SVS 5/1/19-5/31/19	
01 2610 621 2 001		2,397.63		3771143	SVS 5/1/19-5/31/19	
					<b>Vendor Total:</b>	<b>4,736.01</b>
	64416 CHARTER COMMUNICATIONS	94.98				
01 2230 430 0 000		94.98		010769007071 9	SVS 7/7/19-8/6/19	
	64416 CHARTER COMMUNICATIONS	51.35				
01 2320 430 0 000		51.35		010815107101 9	SVS 7/10/19-8/9/19	
					<b>Vendor Total:</b>	<b>146.33</b>
	64417 CITY OF WAVERLY	186.84				
01 2610 410 1 006		186.84		1252001-0719	SVS 5/24/19-6/25/19	
	64417 CITY OF WAVERLY	186.84				
01 2610 410 1 006		186.84		1252001-0819	SVS 6/25/19-7/24/19	
	64417 CITY OF WAVERLY	110.75				
01 2610 410 1 006		110.75		1254001-0719	SVS 5/24/19-6/25/19	
	64417 CITY OF WAVERLY	112.56				
01 2610 410 1 006		112.56		1254001-0819	SVS 6/25/19-7/24/19	
	64417 CITY OF WAVERLY	63.01				
01 2610 410 0 000		63.01		1254501-0719	SVS 5/24/19-6/25/19	
	64417 CITY OF WAVERLY	91.92				
01 2610 410 0 000		91.92		1254501-0819	SVS 6/25/19-7/24/19	
	64417 CITY OF WAVERLY	203.40				
01 2610 410 1 004		203.40		1521001-0719	SVS 5/24/19-6/25/19	
	64417 CITY OF WAVERLY	203.40				
01 2610 410 1 004		203.40		1521001-0819	SVS 6/25/19-7/24/19	
	64417 CITY OF WAVERLY	186.84				
01 2610 410 2 001		186.84		1581001-0719	SVS 5/24/19-6/25/19	
	64417 CITY OF WAVERLY	186.84				
01 2610 410 2 001		186.84		1581001-0819	SVS 6/25/19-7/24/19	
	64417 CITY OF WAVERLY	186.84				
01 2610 410 2 001		186.84		1582001-0719	SVS 5/24/19-6/25/19	
	64417 CITY OF WAVERLY	186.84				
01 2610 410 2 001		186.84		1582001-0819	SVS 6/25/19-7/24/19	
	64417 CITY OF WAVERLY	602.40				
01 2610 410 2 001		602.40		1584001-0719	SVS 5/24/19-6/25/19	
	64417 CITY OF WAVERLY	579.20				
01 2610 410 2 001		579.20		1584001-0819	SVS 6/25/19-7/24/19	
	64417 CITY OF WAVERLY	393.97				
01 2610 410 2 002		393.97		1584101-0719	SVS 5/24/19-6/25/19	
	64417 CITY OF WAVERLY	388.54				
01 2610 410 2 002		388.54		1584101-0819	SVS 6/25/19-7/24/19	
	64417 CITY OF WAVERLY	97.94				
01 2610 410 0 000		97.94		1590501-0719	SVS 5/24/19-6/25/19	
	64417 CITY OF WAVERLY	92.51				
01 2610 410 0 000		92.51		1590501-0819	SVS 6/25/19-7/24/19	
					<b>Vendor Total:</b>	<b>4,060.64</b>
	64418 CORNHUSKER INTNL TRUCKS INC	1,233.80				

Check #	Vendor Name	Amount		Amount
Account Number	Invoice	Description		Amount
01 2710 430 0 000	3337229	HOOD MIRROR BUS 1, WINDOW BUS 2, PARTS		1,233.80
64418 CORNHUSKER	INTNL TRUCKS INC		288.70	
01 2710 430 0 000	3337754	BLOWER MOTOR, BELT		288.70
64418 CORNHUSKER	INTNL TRUCKS INC		218.20	
01 2710 430 0 000	3337809	HEATER FILTERS		218.20
64418 CORNHUSKER	INTNL TRUCKS INC		280.26	
01 2710 430 0 000	3337825	SEAT REPAIR SUPPLIES		280.26
64418 CORNHUSKER	INTNL TRUCKS INC		77.00	
01 2710 430 0 000	3337981	FILTERS		77.00
64418 CORNHUSKER	INTNL TRUCKS INC		124.28	
01 2710 430 0 000	3338132	BUMPER REFLECTIVE TAPE		124.28
64418 CORNHUSKER	INTNL TRUCKS INC		124.28	
01 2710 430 0 000	3338212	BUMPER REFLECTIVE TAPE		124.28
64418 CORNHUSKER	INTNL TRUCKS INC		1,559.46	
01 2710 430 0 000	3338272	SEAT BACK CUSHION STOCK		1,559.46
64418 CORNHUSKER	INTNL TRUCKS INC		301.45	
01 2712 430 0 000	3338348	EXHAUST PARTS BUS 21		301.45
64418 CORNHUSKER	INTNL TRUCKS INC		(35.94)	
01 2710 430 0 000	CM3334261	CORE RETURN		(35.94)
		<b>Vendor Total:</b>		<b>4,171.49</b>
64419 CORNHUSKER	WINNELSON CO		518.55	
01 2620 740 2 002	532735 02	SOLENOIDS FOR SLOAN FAUCETS		518.55
64419 CORNHUSKER	WINNELSON CO		141.32	
01 2620 740 0 000	536601 01	MAINTENANCE SINK REPAIR		141.32
64419 CORNHUSKER	WINNELSON CO		7.78	
01 2620 430 0 000	991907 00	PARTS		7.78
		<b>Vendor Total:</b>		<b>667.65</b>
64420 CULLIGAN			34.50	
01 2320 610 0 000	94367-0719	WATER		34.50
		<b>Vendor Total:</b>		<b>34.50</b>
64421 D&D BODY & PAINT			2,353.07	
01 2712 430 0 000	16	REPAIRS TO SUBURBAN 3		2,353.07
		<b>Vendor Total:</b>		<b>2,353.07</b>
64422 DAS STATE ACCOUNTING - CENTRAL FINANCE			229.49	
01 2230 340 0 000	1173407	SVS JUN 2019		229.49
		<b>Vendor Total:</b>		<b>229.49</b>
64423 ECHO GROUP INC			128.74	
01 2620 740 2 001	S8115565.001	SUPPLIES		128.74
64423 ECHO GROUP INC			14.78	
01 2620 740 2 001	S8120681.001	SUPPLIES		14.78
64423 ECHO GROUP INC			79.68	
01 2620 740 2 001	S8132047.001	HS DX UNIT		79.68
64423 ECHO GROUP INC			118.40	
01 2620 740 2 001	S8137231.001	WEST GYM LIGHTS		118.40
		<b>Vendor Total:</b>		<b>341.60</b>
64424 ELECTRICAL ENGINEERING & EQUIPMENT CO			276.63	
01 2620 740 0 000	6488866-00	POWER WASHER BREAKER		276.63
		<b>Vendor Total:</b>		<b>276.63</b>

Check #	Vendor Name	Amount		Amount
Account Number	Invoice	Description		Amount
64425	<b>ELECTRONIC CONTRACTING</b>			360.00
01 2620 430 1 003	LN049960	FA TROUBLE ZONE 2		360.00
64425	<b>ELECTRONIC CONTRACTING</b>			195.00
01 2620 430 2 001	LN050017	REPROGRAM BELL SCHEDULE		195.00
64425	<b>ELECTRONIC CONTRACTING</b>			195.00
01 2620 430 1 006	LN050041	FA TROUBLE		195.00
64425	<b>ELECTRONIC CONTRACTING</b>			600.86
01 2620 430 2 001	LN050059	FA TROUBLE - FIRE DIALER		600.86
64425	<b>ELECTRONIC CONTRACTING</b>			81.00
01 2620 430 1 004	LN050140	QTRLY MONITORING JUL, AUG SEPT 19		81.00
<b>Vendor Total:</b>				<b>1,431.86</b>
64426	<b>ESU #5</b>			100.00
01 2230 810 0 000	1257	2019 Future Ready Nebraska		100.00
64426	<b>ESU #5</b>			225.00
01 2230 580 0 000	1257-	POWERSCHOOL SUMMER CONF		225.00
<b>Vendor Total:</b>				<b>325.00</b>
64427	<b>ESU #6</b>			7,620.40
01 2213 330 1 003	JULY 2019	SUPPORT STAFF TECH DAY		45.00
01 1200 591 0 000	JULY 2019	HEARING RESOURCE SVS		7,076.50
1215				
01 6409 591 0 000	JULY 2019	PRESCHOOL HEARING RESOURCE SVS		144.42
01 2230 320 0 000	JULY 2019	TECH HOSTED SVS		129.48
01 2213 330 1 006	JULY 2019	SUPPORT STAFF TECH DAY		90.00
01 2320 320 0 000	JULY 2019	SUPPORT STAFF TECH DAY		90.00
01 2230 320 0 000	JULY 2019	SUPPORT STAFF TECH DAY		45.00
64427	<b>ESU #6</b>			12,321.47
01 1200 610 0 000	JUNE 2019	LAMINATING		23.00
1214				
01 1100 610 2 002	JUNE 2019	LAMINATING		83.50
1111				
01 1100 610 2 002	JUNE 2019	LAMINATING		104.50
1111				
01 1100 610 2 001	JUNE 2019	LAMINATING		63.00
1111				
01 1100 610 2 001	JUNE 2019	LAMINATING		22.75
1111				
01 1200 591 0 000	JUNE 2019	HEARING RESOURCE SVS		7,131.74
1215				
01 6409 591 0 000	JUNE 2019	PRESCHOOL HEARING RESOURCE SVS		145.55
01 1200 735 0 000	JUNE 2019	2019-2020 SRS FEE		4,293.00
1215				
01 2230 320 0 000	JUNE 2019	TECH HOSTED SVS		126.93
01 1100 610 2 001	JUNE 2019	BUSINESS CARDS - MYERS, GIVENS		40.00
1111				
01 2213 330 1 004	JUNE 2019	GOOGLE CERT ED LVL 1 - FRANTZEN, MANNING		65.00
01 2213 330 2 001	JUNE 2019	GOOGLE CERTIFIED ED LVL 1&2 - MORGENSEN		90.00
01 1100 610 1 004	JUNE 2019	LAMINATING		86.25
1111				
01 6404 610 1 004	JUNE 2019	LAMINATING - PRESCHOOL		46.25
<b>Vendor Total:</b>				<b>19,941.87</b>
64428	<b>ESU #9</b>			219.00

Check #	Vendor Name	Amount		Amount
Account Number	Invoice	Description		Amount
01 2230 810 0 000	19-1120-4	2019 GREAT PLAINS SUMMIT - GRAHAM		219.00
64428	ESU #9		219.00	
01 2230 810 0 000	19-1120-5	2019 GREAT PLAINS SUMMIT - PLUGGE		219.00
64428	ESU #9		916.00	
01 2230 810 0 000	19-1120-6	G SUITE AMPLIFIED ADMIN CERT BOOTCAMP		916.00
64429	ESU 2		600.00	
01 2213 330 1 006	PD530	SONDAY TRAINING - JARECKE, SHAFFER		400.00
01 2213 330 2 002	PD530	SONDAY TRAINING - DOELE		200.00
64430	FACTORY MOTOR PARTS		47.27	
01 2710 430 0 000	2-5017562	AIR FILTER		47.27
64430	FACTORY MOTOR PARTS		56.56	
01 2710 430 0 000	2-5021072	A/C LINE SUB 1		56.56
64430	FACTORY MOTOR PARTS		83.62	
01 2710 430 0 000	23-638839	AIR FILTERS		83.62
64430	FACTORY MOTOR PARTS		8.18	
01 2712 430 0 000	23-639299	KIT GSKT/ORING EXP 3		8.18
64430	FACTORY MOTOR PARTS		15.34	
01 2712 430 0 000	23-639329	A/C SEALS EXP 3		15.34
64430	FACTORY MOTOR PARTS		46.96	
01 2712 430 0 000	23-639366	IDLER PULLEYS EXP 3		46.96
64431	FASTENAL COMPANY		152.50	
01 2710 430 0 000	NELIN347442	SHOP SUPPLIES		152.50
64432	FIREFLY COMPUTERS		720.00	
01 2230 734 0 000	S000004099	Chrome Management Console		720.00
64433	FIRST WIRELESS INC		1,012.00	
01 2710 430 0 000	109222	NEW BUS RADIOS		1,012.00
64434	FOUNDATION FOR EDUCATION		500.00	
01 2710 430 0 000	NAC GRANT	NAC GRANT		500.00
64435	FRANZEN PLUMBING LLC		800.00	
01 1100 733 2 002	5744	Install of 2 Water Coolers/Bottle Filler		800.00
1111				
64435	FRANZEN PLUMBING LLC		101.85	
01 2620 430 2 002	5745	FOUNTAIN REPAIR		101.85
64436	GOVCONNECTION, INC.		385.54	
01 2230 734 0 000	56966852	HoverCam Ultra 8 Document Camera		385.54
64437	GRAINGER		143.68	
01 2630 430 2 001	9241797100	STRIPING MACHINE		71.84
01 2630 430 2 002	9241797100	STRIPING MACHINE		71.84

Vendor Total: 1,354.00

Vendor Total: 600.00

Vendor Total: 257.93

Vendor Total: 152.50

Vendor Total: 720.00

Vendor Total: 1,012.00

Vendor Total: 500.00

Vendor Total: 901.85

Vendor Total: 385.54

Vendor Total: 143.68

Check #	Vendor Name	Amount		Amount
Account Number	Invoice	Description		Amount
64438	GWELDA J CARLSON		660.00	
01 6412 340 0 000	6/4/19-7/18/19	SVS 6/4/19-7/18/19		660.00
			<b>Vendor Total:</b>	<b>660.00</b>
64439	H & H PLASTICS		28.40	
01 2620 740 1 003	0434958	PLEXIGLASS		28.40
			<b>Vendor Total:</b>	<b>28.40</b>
64440	HAMILTON EQUIPMENT CO		24.12	
01 2630 430 1 003	77008	TRACTOR PARTS		4.82
01 2630 430 1 004	77008	TRACTOR PARTS		4.82
01 2630 430 1 006	77008	TRACTOR PARTS		4.82
01 2630 430 2 001	77008	TRACTOR PARTS		4.83
01 2630 430 2 002	77008	TRACTOR PARTS		4.83
64440	HAMILTON EQUIPMENT CO		1,175.36	
01 2630 430 1 003	8779	UTV REPAIR		235.08
01 2630 430 1 004	8779	UTV REPAIR		235.07
01 2630 430 1 006	8779	UTV REPAIR		235.07
01 2630 430 2 001	8779	UTV REPAIR		235.07
01 2630 430 2 002	8779	UTV REPAIR		235.07
64440	HAMILTON EQUIPMENT CO		209.97	
01 2630 430 2 002	8918	BOBCAT REPAIR		42.00
01 2630 430 1 003	8918	BOBCAT REPAIR		41.99
01 2630 430 1 004	8918	BOBCAT REPAIR		41.99
01 2630 430 1 006	8918	BOBCAT REPAIR		41.99
01 2630 430 2 001	8918	BOBCAT REPAIR		42.00
			<b>Vendor Total:</b>	<b>1,409.45</b>
64441	HARDWOOD HEAVEN		10,683.00	
01 1100 733 2 002	163263	Hose D27x3.5m AS CT		650.00
1111				
01 1100 733 2 002	163263	Y-CONNECTOR D 50 SV-AS/D 50 V		220.00
1111				
01 1100 733 2 002	163263	Filter Bag SC-FIS-CT 36/5		96.00
1111				
01 1100 733 2 002	163263	Sawstop 10" Cabinet Saw w/52" T-Glide Fe		3,149.00
1111				
01 1100 733 2 002	163263	Ecc.Sander ETS 125 REQ-Plus USA		2,000.00
1111				
01 1100 733 2 002	163263	Mobil Dust extr CT 36 E HEPA USA		3,950.00
1111				
01 1100 733 2 002	163263	Sandpaper STF D125/8 P 80 GR 50X		240.00
1111				
01 1100 733 2 002	163263	Sandpaper STF D125/8 P 150 GR100X		189.00
1111				
01 1100 733 2 002	163263	Sandpaper STF D125/8 P 220 GR100X		189.00
1111				
			<b>Vendor Total:</b>	<b>10,683.00</b>
64442	HEINEMANN		788.70	
01 2212 640 0 000	7087374	UNITS OF STUDY W/ TRADE BOOK PACK - K&5		788.70
			<b>Vendor Total:</b>	<b>788.70</b>
64443	HELENA AGRI-ENTERPRISES, LLC		1,498.00	
01 2630 430 1 003	269051807	CHEMICALS		89.60
01 2630 430 1 004	269051807	CHEMICALS		89.60
01 2630 430 1 006	269051807	CHEMICALS		439.60
01 2630 430 2 001	269051807	CHEMICALS		439.60
01 2630 430 2 002	269051807	CHEMICALS		439.60

Check #	Vendor Name	Amount		Amount
Account Number	Invoice	Description		Amount
64443	HELENA AGRI-ENTERPRISES, LLC			168.00
01 2630 430 2 001	269052070	WEED CONTROL		84.00
01 2630 430 2 002	269052070	WEED CONTROL		84.00
				<b>Vendor Total: 1,666.00</b>
64444	HOME DEPOT PRO, THE			214.57
01 2610 610 2 001	498740919	SUPPLIES		214.57
64444	HOME DEPOT PRO, THE			53.55
01 2610 610 1 006	498958172	SUPPLIES		53.55
64444	HOME DEPOT PRO, THE			136.58
01 2610 610 1 006	498958180	SUPPLIES		136.58
64444	HOME DEPOT PRO, THE			313.07
01 2610 610 1 004	499186674	SUPPLIES		313.07
64444	HOME DEPOT PRO, THE			246.00
01 2610 610 1 004	499186682	SUPPLIES		246.00
64444	HOME DEPOT PRO, THE			419.31
01 2610 610 1 003	499506400	SUPPLIES		419.31
64444	HOME DEPOT PRO, THE		(23.74)	
01 2610 610 1 003	499642460	SUPPLIES		(23.74)
64444	HOME DEPOT PRO, THE			84.98
01 2610 610 2 002	499642478	SUPPLIES		84.98
64444	HOME DEPOT PRO, THE			33.60
01 2610 610 1 006	499642486	SUPPLIES		33.60
64444	HOME DEPOT PRO, THE			641.03
01 2610 730 2 001	500340096	PORTABLE SPOT EXTRACTOR		641.03
64444	HOME DEPOT PRO, THE			23.74
01 2610 610 1 003	500340104	SUPPLIES		23.74
64444	HOME DEPOT PRO, THE			143.70
01 2610 610 2 002	500553771	SUPPLIES		143.70
64444	HOME DEPOT PRO, THE			49.40
01 2610 610 1 006	500773114	SUPPLIES		49.40
64444	HOME DEPOT PRO, THE			160.00
01 2610 610 2 002	500773122	SUPPLIES		160.00
64444	HOME DEPOT PRO, THE			155.48
01 2610 610 1 006	501252340	SUPPLIES		155.48
64444	HOME DEPOT PRO, THE			265.69
01 2610 610 1 004	501252357	SUPPLIES		265.69
64444	HOME DEPOT PRO, THE		(48.00)	
01 2610 610 2 002	501502207	SUPPLIES		(48.00)
64444	HOME DEPOT PRO, THE			512.00
01 2610 610 2 002	502700958	SUPPLIES		512.00
64444	HOME DEPOT PRO, THE			180.33
01 2610 610 1 004	502700966	SUPPLIES		180.33
64444	HOME DEPOT PRO, THE			3.50
01 2610 610 1 006	502700974	SUPPLIES		3.50
64444	HOME DEPOT PRO, THE			139.63
01 2610 610 1 006	502930175	SUPPLIES		139.63
				<b>Vendor Total: 3,704.42</b>
64393	HOMETOWN LEASING			1,775.19
01 2510 443 0 000	AUG 19-0001	COPIER LEASE PMT AUG 19		1,775.19
				<b>Vendor Total: 1,775.19</b>

Check #	Vendor Name	Amount		Amount
Account Number	Invoice	Description		Amount
64445	<b>HORIZON BANK</b>			40.81
01 2320 610 0 000	JULY 19	SPATULA		7.00
	PETTY CASH			
01 2320 610 0 000	JULY 19	DESK PLANNER		9.99
	PETTY CASH			
01 2510 531 0 000	JULY 19	POSTAGE		9.82
	PETTY CASH			
01 2710 626 0 000	JULY 19	FUEL		14.00
	PETTY CASH			
			<b>Vendor Total:</b>	<b>40.81</b>
64446	<b>HOTSY EQUIPMENT CO</b>			221.00
01 2710 430 0 000	295625	POWER WASHER REPAIR		221.00
			<b>Vendor Total:</b>	<b>221.00</b>
64447	<b>HOUGHTON MIFFLIN COMPANY</b>			146.60
01 6409 735 0 000	710153853	SYSTEM 44 ANNUAL HOSTING SVS 5/23/19-9/4		100.00
01 6409 735 0 000	710153853	READ 180 TECH SVS: SAM HOSTING 5/23/19-9		10.00
01 6409 735 0 000	710153853	READING INVENTORY ANNUAL LICENSE 5/2/19-		36.60
			<b>Vendor Total:</b>	<b>146.60</b>
64448	<b>HUNTEL COMMUNICATIONS INC</b>			270.00
01 2230 430 0 000	234663	MICOLLAB SOFTPHONE TO WORK ON CELL PHONE		270.00
			<b>Vendor Total:</b>	<b>270.00</b>
64449	<b>HUSKER SEW-VAC</b>			282.03
01 1100 430 2 002	2019 REPAIRS	Tune-up, clean, Fix for 5 Machines . (O		282.03
1174				
			<b>Vendor Total:</b>	<b>282.03</b>
64450	<b>IDEAL PURE WATER</b>			9.35
01 2710 610 0 000	177427	WATER		9.35
64450	<b>IDEAL PURE WATER</b>			22.05
01 2710 610 0 000	177430	WATER		22.05
64450	<b>IDEAL PURE WATER</b>			11.00
01 2710 610 0 000	178838	WATER		11.00
64450	<b>IDEAL PURE WATER</b>			11.00
01 2710 610 0 000	178839	WATER		11.00
			<b>Vendor Total:</b>	<b>53.40</b>
64451	<b>INDUSTRIAL SERVICES INC</b>			2,370.80
01 2620 430 1 006	906-3238	TRASH SVS 6/1/19-6/30/19		749.80
01 2620 430 1 004	906-3238	TRASH SVS 6/1/19-6/30/19		245.90
01 2620 430 2 001	906-3238	TRASH SVS 6/1/19-6/30/19		781.05
01 2620 430 2 002	906-3238	TRASH SVS 6/1/19-6/30/19		562.60
01 2620 430 2 001	906-3238	TRASH SVS 6/1/19-6/30/19		31.45
64451	<b>INDUSTRIAL SERVICES INC</b>			42.30
01 2620 430 1 006	906-3239	TRASH SVS 6/1/19-6/30/19		42.30
64451	<b>INDUSTRIAL SERVICES INC</b>			2,370.80
01 2620 430 1 006	907-3230	TRASH SVS JULY 2019		749.80
01 2620 430 1 004	907-3230	TRASH SVS JULY 2019		245.90
01 2620 430 2 001	907-3230	TRASH SVS JULY 2019		781.05
01 2620 430 2 002	907-3230	TRASH SVS JULY 2019		562.60
01 2620 430 2 001	907-3230	TRASH SVS JULY 2019		31.45
64451	<b>INDUSTRIAL SERVICES INC</b>			42.30
01 2620 430 1 006	907-3231	TRASH SVS JULY 2019		42.30

Check #	Vendor Name	Amount		Amount	
Account Number	Invoice	Description		Vendor Total:	
	64452 INTELEPEER CLOUD COMMUNICATION LLC	342.21			4,826.20
01 2510 530 0 000	INV-163664	SVS 6/1/19-6/30/19		342.21	
				Vendor Total:	342.21
	64453 INTERNATIONAL LITERACY ASSOCIATION	202.00			
01 2212 320 0 000	PLUGGE 2019	International Literacy Association Membe		202.00	
				Vendor Total:	202.00
	64454 INTERSTATE ALL BATTERY	35.79			
01 2620 740 0 000	192470201732	WORKLIGHT 5		24.99	
01 2620 740 1 004	192470201732	BATTERIES 5		10.80	
				Vendor Total:	35.79
	64455 INTERSTATE BATTERY SYSTEMS	379.90			
01 2712 430 0 000	11184543	BATTERIES BUS 21		379.90	
				Vendor Total:	379.90
	64456 JOSLYNNE STAUSS	480.00			
01 2213 330 2 001	REIMB 8/6/19	NASN ANNUAL CONF 2019 REG		480.00	
				Vendor Total:	480.00
	64457 JULIE LUTJEHARMS	52.20			
01 1200 333 1 003	6/19/19-	SVS 6/19/19-7/25/19		52.20	
1221	7/25/19				
	64457 JULIE LUTJEHARMS	13.92			
01 2410 333 1 003	REIMB 8/6/19	MILEAGE MAP TRAINING		13.92	
				Vendor Total:	66.12
	64458 KNOWBE4 INC	4,207.50			
01 2230 735 0 000	INV63901	KnowBe4 Security Awareness Training Subs		4,207.50	
				Vendor Total:	4,207.50
	64394 KUBOTA LEASING	575.57			
01 2620 732 0 000	AUG 19-0001	UTV LEASE PMT AUG 19		575.57	
				Vendor Total:	575.57
	64459 LANDSCAPE ALTERNATIVES	1,432.00			
01 2630 430 1 004	SPRING 2019	SPRING 2019 LANDSCAPING		337.50	
01 2630 430 1 006	SPRING 2019	SPRING 2019 LANDSCAPING		497.50	
01 2630 430 2 001	SPRING 2019	SPRING 2019 LANDSCAPING		379.50	
01 2630 430 2 002	SPRING 2019	SPRING 2019 LANDSCAPING		217.50	
				Vendor Total:	1,432.00
	64460 LEARNING FORWARD NEBRASKA	25.00			
01 2410 810 2 002	RICENBAW 2019	Membership at Large for Ross Ricenbaw		25.00	
				Vendor Total:	25.00
	64461 LEARNING WITHOUT TEARS	2,000.30			
01 2212 640 0 000	SO42377	LETTERS AND NUMBERS FOR ME WKBK		1,402.50	
01 2212 640 0 000	SO42377	FLIP CRAYONS		146.00	
01 2212 640 0 000	SO42377	COLOR PRINT & NUMBER WALL CARDS		17.95	
01 2212 640 0 000	SO42377	PENCILS FOR LITTLE HANDS		252.00	
01 2212 640 0 000	SO42377	SHIPPING		181.85	
				Vendor Total:	2,000.30
	64462 LINCOLN ELECTRIC SYSTEM	1,554.23			
01 2610 622 2 001	023814703-	SVS 6/1/19-6/30/19		1,554.23	

Check #	Vendor Name	Amount		Amount
Account	Number	Invoice	Description	Amount
		0719		
	64462 LINCOLN ELECTRIC SYSTEM			5,688.76
01 2610 622 2 002	023832404-	SVS 6/1/19-6/30/19		5,688.76
		0719		
	64462 LINCOLN ELECTRIC SYSTEM			2,331.50
01 2610 610 2 002	023832504-	SVS 6/1/19-6/30/19		2,331.50
		0719		
	64462 LINCOLN ELECTRIC SYSTEM			15,389.95
01 2610 622 2 001	942809903-	SVS 6/1/19-6/30/19		15,389.95
		0719		
	64462 LINCOLN ELECTRIC SYSTEM			26.29
01 2610 622 1 006	944800203-	SVS 6/20/19-7/22/19		26.29
		0719		
	64462 LINCOLN ELECTRIC SYSTEM			2,112.32
01 2610 622 1 006	944800303-	SVS 6/1/19-6/30/19		2,112.32
		0719		
	64462 LINCOLN ELECTRIC SYSTEM			329.20
01 2610 622 1 006	944800403-	SVS 6/20/19-7/22/19		329.20
		0719		
	64462 LINCOLN ELECTRIC SYSTEM			196.90
01 2610 622 1 006	944800503-	SVS 6/20/19-7/22/19		196.90
		0719		
	64462 LINCOLN ELECTRIC SYSTEM			28.56
01 2610 622 1 006	944800603-	SVS 6/20/19-7/22/19		28.56
		0719		
	64462 LINCOLN ELECTRIC SYSTEM			2,471.63
01 2610 622 1 006	944800703-	SVS 6/1/19-6/30/19		2,471.63
		0719		
	64462 LINCOLN ELECTRIC SYSTEM			108.31
01 2610 622 1 006	944800803-	SVS 6/20/19-7/22/19		108.31
		0719		
	64462 LINCOLN ELECTRIC SYSTEM			182.74
01 2610 622 0 000	944800903-	SVS 6/20/19-7/22/19		182.74
		0719		
	64462 LINCOLN ELECTRIC SYSTEM			180.83
01 2610 622 0 000	944801003-	SVS 6/20/19-7/22/19		180.83
		0719		
	64462 LINCOLN ELECTRIC SYSTEM			2,541.06
01 2610 622 1 004	944801103-	SVS 6/1/19-6/30/19		2,541.06
		0719		
			<b>Vendor Total:</b>	<b>33,142.28</b>
	64463 LINCOLN JOURNAL STAR			114.00
01 2310 540 0 000	843840-1-	ADV		114.00
	64463 LINCOLN JOURNAL STAR			185.50
01 2310 540 0 000	849232-1	ADV		185.50
	64463 LINCOLN JOURNAL STAR			325.00
01 2310 540 0 000	849232-2	ADV		325.00
			<b>Vendor Total:</b>	<b>624.50</b>
	64464 LINCOLN WINLECTRIC CO			71.60
01 2620 740 1 006	393765 00	OUTLETS		71.60
	64464 LINCOLN WINLECTRIC CO			4.85
01 2620 740 2 001	393766 00	SUPPLIES		4.85
			<b>Vendor Total:</b>	<b>76.45</b>
	64465 LINCOLN WINNELSON CO			103.00

Check #	Vendor Name	Amount
Account Number	Invoice	Description
Account Number	Invoice	Description
01 2620 740 1 004	687596 01	SINK FCT
		103.00
		<b>Vendor Total: 103.00</b>
64395	MADISON NATIONAL LIFE INSURANCE CO INC	402.30
01 6404 211 1 004	LIFE- AUG - LIFE INSURANCE 0002	3.70
01 6409 211 0 000	LIFE- AUG - LIFE INSURANCE 0002	3.27
01 1100 211 1 003 1100	LIFE- AUG - LIFE INSURANCE 0002	4.80
01 1100 211 1 004 1100	LIFE- AUG - LIFE INSURANCE 0002	12.00
01 1100 211 1 003 1101	LIFE- AUG - LIFE INSURANCE 0002	4.80
01 1100 211 1 004 1101	LIFE- AUG - LIFE INSURANCE 0002	12.00
01 1100 211 1 003 1102	LIFE- AUG - LIFE INSURANCE 0002	7.20
01 1100 211 1 004 1102	LIFE- AUG - LIFE INSURANCE 0002	12.00
01 2712 216 0 000	LIFE- AUG - LIFE INSURANCE 0002	0.75
01 3540 211 1 003	LIFE- AUG - LIFE INSURANCE 0002	2.40
01 3535 211 0 000	LIFE- AUG - LIFE INSURANCE 0002	0.60
01 6200 211 1 003	LIFE- AUG - LIFE INSURANCE 0002	3.60
01 6200 211 1 006	LIFE- AUG - LIFE INSURANCE 0002	1.20
01 6310 211 1 006	LIFE- AUG - LIFE INSURANCE 0002	2.40
01 2410 211 1 003	LIFE- AUG - LIFE INSURANCE 0002	3.00
01 2410 211 1 004	LIFE- AUG - LIFE INSURANCE 0002	3.00
01 2410 211 1 006	LIFE- AUG - LIFE INSURANCE 0002	3.00
01 2410 211 2 001	LIFE- AUG - LIFE INSURANCE 0002	7.50
01 2410 211 2 002	LIFE- AUG - LIFE INSURANCE 0002	6.00
01 2710 216 0 000	LIFE- AUG - LIFE INSURANCE 0002	0.75
01 2220 211 1 006	LIFE- AUG - LIFE INSURANCE 0002	0.96
01 2220 211 2 001	LIFE- AUG - LIFE INSURANCE 0002	2.40
01 2220 211 2 002	LIFE- AUG - LIFE INSURANCE 0002	1.99
01 2230 211 0 000	LIFE- AUG - LIFE INSURANCE 0002	3.00
01 2320 215 0 000	LIFE- AUG - LIFE INSURANCE 0002	6.00
01 2320 216 0 000	LIFE- AUG - LIFE INSURANCE 0002	3.00
01 2151 211 1 004	LIFE- AUG - LIFE INSURANCE 0002	1.20
01 2151 211 1 006	LIFE- AUG - LIFE INSURANCE 0002	1.20
01 2190 211 2 001	LIFE- AUG - LIFE INSURANCE 0002	1.50

Check #	Vendor Name	Amount
Account Number	Invoice Description	Amount
01 2212 211 0 000	LIFE- AUG - LIFE INSURANCE 0002	3.00
01 2220 211 1 003	LIFE- AUG - LIFE INSURANCE 0002	1.44
01 2220 211 1 004	LIFE- AUG - LIFE INSURANCE 0002	1.44
01 2141 211 1 003	LIFE- AUG - LIFE INSURANCE 0002	0.48
01 2141 211 1 004	LIFE- AUG - LIFE INSURANCE 0002	0.48
01 2141 211 1 006	LIFE- AUG - LIFE INSURANCE 0002	0.48
01 2141 211 2 001	LIFE- AUG - LIFE INSURANCE 0002	0.48
01 2141 211 2 002	LIFE- AUG - LIFE INSURANCE 0002	0.48
01 2151 211 1 003	LIFE- AUG - LIFE INSURANCE 0002	2.40
01 1200 211 2 001 1225	LIFE- AUG - LIFE INSURANCE 0002	2.40
01 2120 211 1 003	LIFE- AUG - LIFE INSURANCE 0002	1.20
01 2120 211 1 004	LIFE- AUG - LIFE INSURANCE 0002	2.40
01 2120 211 1 006	LIFE- AUG - LIFE INSURANCE 0002	2.40
01 2120 211 2 001	LIFE- AUG - LIFE INSURANCE 0002	3.60
01 2120 211 2 002	LIFE- AUG - LIFE INSURANCE 0002	2.40
01 1200 211 2 001 1221	LIFE- AUG - LIFE INSURANCE 0002	11.23
01 1200 211 2 002 1221	LIFE- AUG - LIFE INSURANCE 0002	9.60
01 1200 211 1 004 1222	LIFE- AUG - LIFE INSURANCE 0002	1.20
01 1200 211 2 001 1222	LIFE- AUG - LIFE INSURANCE 0002	2.40
01 1200 211 2 002 1222	LIFE- AUG - LIFE INSURANCE 0002	2.40
01 1200 211 1 003 1223	LIFE- AUG - LIFE INSURANCE 0002	2.40
01 1100 211 2 002 1194	LIFE- AUG - LIFE INSURANCE 0002	2.40
01 1200 211 2 001 1212	LIFE- AUG - LIFE INSURANCE 0002	1.20
01 1200 211 0 000 1214	LIFE- AUG - LIFE INSURANCE 0002	3.00
01 1200 211 1 003 1221	LIFE- AUG - LIFE INSURANCE 0002	6.00
01 1200 211 1 004 1221	LIFE- AUG - LIFE INSURANCE 0002	3.60
01 1200 211 1 006 1221	LIFE- AUG - LIFE INSURANCE 0002	7.20
01 1100 211 1 006 1194	LIFE- AUG - LIFE INSURANCE 0002	1.80
01 1100 211 2 001 1193	LIFE- AUG - LIFE INSURANCE 0002	0.79
01 1100 211 2 002 1193	LIFE- AUG - LIFE INSURANCE 0002	2.02
01 1100 211 1 003 1194	LIFE- AUG - LIFE INSURANCE 0002	0.12

<u>Check #</u>	<u>Vendor Name</u>	<u>Amount</u>
<u>Account Number</u>	<u>Invoice</u>	<u>Description</u>
		<u>Amount</u>
01 1100 211 1 006 1194	LIFE- AUG - 0002	LIFE INSURANCE 0.70
01 1100 211 2 001 1194	LIFE- AUG - 0002	LIFE INSURANCE 1.58
01 1100 211 1 004 1190	LIFE- AUG - 0002	LIFE INSURANCE 0.86
01 1100 211 1 006 1190	LIFE- AUG - 0002	LIFE INSURANCE 0.60
01 1100 211 2 001 1190	LIFE- AUG - 0002	LIFE INSURANCE 2.40
01 1100 211 2 002 1190	LIFE- AUG - 0002	LIFE INSURANCE 2.40
01 1100 211 1 003 1193	LIFE- AUG - 0002	LIFE INSURANCE 2.40
01 1100 211 1 004 1193	LIFE- AUG - 0002	LIFE INSURANCE 1.80
01 1100 211 2 001 1172	LIFE- AUG - 0002	LIFE INSURANCE 2.40
01 1100 211 2 001 1174	LIFE- AUG - 0002	LIFE INSURANCE 2.38
01 1100 211 2 002 1174	LIFE- AUG - 0002	LIFE INSURANCE 2.02
01 1100 211 2 001 1176	LIFE- AUG - 0002	LIFE INSURANCE 2.40
01 1100 211 2 002 1176	LIFE- AUG - 0002	LIFE INSURANCE 2.81
01 1100 211 1 003 1190	LIFE- AUG - 0002	LIFE INSURANCE 0.94
01 1100 211 2 001 1168	LIFE- AUG - 0002	LIFE INSURANCE 3.50
01 1100 211 2 002 1168	LIFE- AUG - 0002	LIFE INSURANCE 4.80
01 1100 211 2 001 1169	LIFE- AUG - 0002	LIFE INSURANCE 1.63
01 1100 211 2 001 1169	LIFE- AUG - 0002	LIFE INSURANCE 2.40
01 1100 211 2 001 1170	LIFE- AUG - 0002	LIFE INSURANCE 2.40
01 1100 211 2 002 1170	LIFE- AUG - 0002	LIFE INSURANCE 2.40
01 1100 211 2 001 1155	LIFE- AUG - 0002	LIFE INSURANCE 2.40
01 1100 211 1 004 1160	LIFE- AUG - 0002	LIFE INSURANCE 1.20
01 1100 211 1 003 1160	LIFE- AUG - 0002	LIFE INSURANCE 6.00
01 1100 211 1 003 1168	LIFE- AUG - 0002	LIFE INSURANCE 2.40
01 1100 211 1 004 1168	LIFE- AUG - 0002	LIFE INSURANCE 1.80
01 1100 211 1 006 1168	LIFE- AUG - 0002	LIFE INSURANCE 1.80
01 1100 211 2 002 1124	LIFE- AUG - 0002	LIFE INSURANCE 0.41
01 1100 211 2 001 1130	LIFE- AUG - 0002	LIFE INSURANCE 9.60
01 1100 211 2 001 1140	LIFE- AUG - 0002	LIFE INSURANCE 11.40
01 1100 211 1 004 1150	LIFE- AUG - 0002	LIFE INSURANCE 1.20
01 1100 211 1 006 1150	LIFE- AUG - 0002	LIFE INSURANCE 1.20

<u>Check #</u>	<u>Vendor Name</u>	<u>Amount</u>
<u>Account Number</u>	<u>Invoice</u>	<u>Description</u>
		<u>Amount</u>
01 1100 211 2 001 1153	LIFE- AUG - 0002	LIFE INSURANCE 12.00
01 1100 211 2 002 1106	LIFE- AUG - 0002	LIFE INSURANCE 13.58
01 1100 211 2 002 1107	LIFE- AUG - 0002	LIFE INSURANCE 13.58
01 1100 211 2 002 1108	LIFE- AUG - 0002	LIFE INSURANCE 16.39
01 1100 211 2 001 1110	LIFE- AUG - 0002	LIFE INSURANCE 12.38
01 1100 211 2 001 1114	LIFE- AUG - 0002	LIFE INSURANCE 1.20
01 1100 211 2 001 1124	LIFE- AUG - 0002	LIFE INSURANCE 7.68
01 1100 211 1 003 1103	LIFE- AUG - 0002	LIFE INSURANCE 4.80
01 1100 211 1 006 1103	LIFE- AUG - 0002	LIFE INSURANCE 9.60
01 1100 211 1 003 1104	LIFE- AUG - 0002	LIFE INSURANCE 4.80
01 1100 211 1 006 1104	LIFE- AUG - 0002	LIFE INSURANCE 12.00
01 1100 211 1 003 1105	LIFE- AUG - 0002	LIFE INSURANCE 2.40
01 1100 211 1 006 1105	LIFE- AUG - 0002	LIFE INSURANCE 12.00
64395	<b>MADISON NATIONAL LIFE INSURANCE CO INC</b>	2,508.13
01 2410 211 2 002	LTD- AUG 1- 0001	LTD INSURANCE 45.35
01 2710 216 0 000	LTD- AUG 1- 0001	LTD INSURANCE 7.08
01 2712 216 0 000	LTD- AUG 1- 0001	LTD INSURANCE 7.07
01 3540 211 1 003	LTD- AUG 1- 0001	LTD INSURANCE 11.77
01 3535 211 0 000	LTD- AUG 1- 0001	LTD INSURANCE 3.95
01 6200 211 1 003	LTD- AUG 1- 0001	LTD INSURANCE 12.76
01 2320 215 0 000	LTD- AUG 1- 0001	LTD INSURANCE 39.05
01 2320 216 0 000	LTD- AUG 1- 0001	LTD INSURANCE 26.49
01 2410 211 1 003	LTD- AUG 1- 0001	LTD INSURANCE 21.14
01 2410 211 1 004	LTD- AUG 1- 0001	LTD INSURANCE 22.65
01 2410 211 1 006	LTD- AUG 1- 0001	LTD INSURANCE 23.76
01 2410 211 2 001	LTD- AUG 1- 0001	LTD INSURANCE 61.57
01 2220 211 1 003	LTD- AUG 1- 0001	LTD INSURANCE 6.76
01 2220 211 1 004	LTD- AUG 1- 0001	LTD INSURANCE 8.88
01 2220 211 1 006	LTD- AUG 1- 0001	LTD INSURANCE 4.51
01 2220 211 2 001	LTD- AUG 1- 0001	LTD INSURANCE 16.40
01 2220 211 2 002	LTD- AUG 1- 0001	LTD INSURANCE 14.12

Check #	Vendor Name	Amount		
Account	Number	Invoice	Description	Amount
01 2230	211 0 000	LTD- AUG 1- 0001	LTD INSURANCE	21.14
01 2141	211 2 002	LTD- AUG 1- 0001	LTD INSURANCE	3.54
01 2151	211 1 003	LTD- AUG 1- 0001	LTD INSURANCE	17.12
01 2151	211 1 004	LTD- AUG 1- 0001	LTD INSURANCE	7.41
01 2151	211 1 006	LTD- AUG 1- 0001	LTD INSURANCE	7.40
01 2190	211 2 001	LTD- AUG 1- 0001	LTD INSURANCE	11.18
01 2212	211 0 000	LTD- AUG 1- 0001	LTD INSURANCE	28.00
01 2120	211 2 001	LTD- AUG 1- 0001	LTD INSURANCE	28.42
01 2120	211 2 002	LTD- AUG 1- 0001	LTD INSURANCE	17.83
01 2141	211 1 003	LTD- AUG 1- 0001	LTD INSURANCE	3.53
01 2141	211 1 004	LTD- AUG 1- 0001	LTD INSURANCE	3.53
01 2141	211 1 006	LTD- AUG 1- 0001	LTD INSURANCE	3.53
01 2141	211 2 001	LTD- AUG 1- 0001	LTD INSURANCE	3.53
01 1200 1222	211 2 002	LTD- AUG 1- 0001	LTD INSURANCE	15.53
01 1200 1223	211 1 003	LTD- AUG 1- 0001	LTD INSURANCE	15.88
01 1200 1225	211 2 001	LTD- AUG 1- 0001	LTD INSURANCE	14.88
01 2120	211 1 003	LTD- AUG 1- 0001	LTD INSURANCE	8.56
01 2120	211 1 004	LTD- AUG 1- 0001	LTD INSURANCE	14.72
01 2120	211 1 006	LTD- AUG 1- 0001	LTD INSURANCE	17.34
01 1200 1221	211 1 004	LTD- AUG 1- 0001	LTD INSURANCE	23.09
01 1200 1221	211 1 006	LTD- AUG 1- 0001	LTD INSURANCE	45.30
01 1200 1221	211 2 001	LTD- AUG 1- 0001	LTD INSURANCE	66.94
01 1200 1221	211 2 002	LTD- AUG 1- 0001	LTD INSURANCE	48.07
01 1200 1222	211 1 004	LTD- AUG 1- 0001	LTD INSURANCE	7.93
01 1200 1222	211 2 001	LTD- AUG 1- 0001	LTD INSURANCE	17.58
01 1100 1194	211 1 006	LTD- AUG 1- 0001	LTD INSURANCE	5.56
01 1100 1194	211 2 001	LTD- AUG 1- 0001	LTD INSURANCE	13.69
01 1100 1194	211 2 002	LTD- AUG 1- 0001	LTD INSURANCE	17.88
01 1200 1212	211 2 001	LTD- AUG 1- 0001	LTD INSURANCE	9.80
01 1200 1214	211 0 000	LTD- AUG 1- 0001	LTD INSURANCE	23.39
01 1200 1221	211 1 003	LTD- AUG 1- 0001	LTD INSURANCE	33.75

<u>Check #</u>	<u>Vendor Name</u>		<u>Amount</u>
<u>Account</u>	<u>Number</u>	<u>Invoice</u>	<u>Description</u>
			<u>Amount</u>
01 1100 211 1 003 1193	LTD- AUG 1- 0001	LTD INSURANCE	10.79
01 1100 211 1 004 1193	LTD- AUG 1- 0001	LTD INSURANCE	9.49
01 1100 211 1 006 1194	LTD- AUG 1- 0001	LTD INSURANCE	9.50
01 1100 211 2 001 1193	LTD- AUG 1- 0001	LTD INSURANCE	5.23
01 1100 211 2 002 1193	LTD- AUG 1- 0001	LTD INSURANCE	12.71
01 1100 211 1 003 1194	LTD- AUG 1- 0001	LTD INSURANCE	0.86
01 1100 211 2 002 1176	LTD- AUG 1- 0001	LTD INSURANCE	13.77
01 1100 211 1 003 1190	LTD- AUG 1- 0001	LTD INSURANCE	5.01
01 1100 211 1 004 1190	LTD- AUG 1- 0001	LTD INSURANCE	4.62
01 1100 211 1 006 1190	LTD- AUG 1- 0001	LTD INSURANCE	3.21
01 1100 211 2 001 1190	LTD- AUG 1- 0001	LTD INSURANCE	16.95
01 1100 211 2 002 1190	LTD- AUG 1- 0001	LTD INSURANCE	14.98
01 1100 211 2 001 1170	LTD- AUG 1- 0001	LTD INSURANCE	16.17
01 1100 211 2 002 1170	LTD- AUG 1- 0001	LTD INSURANCE	13.02
01 1100 211 2 001 1172	LTD- AUG 1- 0001	LTD INSURANCE	18.04
01 1100 211 2 001 1174	LTD- AUG 1- 0001	LTD INSURANCE	13.19
01 1100 211 2 002 1174	LTD- AUG 1- 0001	LTD INSURANCE	11.21
01 1100 211 2 001 1176	LTD- AUG 1- 0001	LTD INSURANCE	15.32
01 1100 211 1 004 1168	LTD- AUG 1- 0001	LTD INSURANCE	10.52
01 1100 211 1 006 1168	LTD- AUG 1- 0001	LTD INSURANCE	10.52
01 1100 211 2 001 1168	LTD- AUG 1- 0001	LTD INSURANCE	26.81
01 1100 211 2 002 1168	LTD- AUG 1- 0001	LTD INSURANCE	25.24
01 1100 211 2 001 1169	LTD- AUG 1- 0001	LTD INSURANCE	12.78
01 1100 211 2 001 1169	LTD- AUG 1- 0001	LTD INSURANCE	12.81
01 1100 211 1 006 1150	LTD- AUG 1- 0001	LTD INSURANCE	8.34
01 1100 211 2 001 1153	LTD- AUG 1- 0001	LTD INSURANCE	72.92
01 1100 211 2 001 1155	LTD- AUG 1- 0001	LTD INSURANCE	18.76
01 1100 211 1 004 1160	LTD- AUG 1- 0001	LTD INSURANCE	7.76
01 1100 211 1 003 1160	LTD- AUG 1- 0001	LTD INSURANCE	38.60
01 1100 211 1 003 1168	LTD- AUG 1- 0001	LTD INSURANCE	10.26
01 1100 211 2 001 1114	LTD- AUG 1- 0001	LTD INSURANCE	7.40

Check #	Vendor Name	Amount		Amount
Account	Number	Invoice	Description	Amount
01 1100 211 2 001 1124	LTD- AUG 1- 0001	LTD INSURANCE		44.29
01 1100 211 2 002 1124	LTD- AUG 1- 0001	LTD INSURANCE		2.66
01 1100 211 2 001 1130	LTD- AUG 1- 0001	LTD INSURANCE		63.62
01 1100 211 2 001 1140	LTD- AUG 1- 0001	LTD INSURANCE		80.52
01 1100 211 1 004 1150	LTD- AUG 1- 0001	LTD INSURANCE		7.76
01 1100 211 1 003 1105	LTD- AUG 1- 0001	LTD INSURANCE		11.59
01 1100 211 1 006 1105	LTD- AUG 1- 0001	LTD INSURANCE		79.01
01 1100 211 2 002 1106	LTD- AUG 1- 0001	LTD INSURANCE		78.43
01 1100 211 2 002 1107	LTD- AUG 1- 0001	LTD INSURANCE		79.97
01 1100 211 2 002 1108	LTD- AUG 1- 0001	LTD INSURANCE		107.30
01 1100 211 2 001 1110	LTD- AUG 1- 0001	LTD INSURANCE		77.51
01 1100 211 1 003 1102	LTD- AUG 1- 0001	LTD INSURANCE		36.48
01 1100 211 1 004 1102	LTD- AUG 1- 0001	LTD INSURANCE		63.86
01 1100 211 1 003 1103	LTD- AUG 1- 0001	LTD INSURANCE		25.15
01 1100 211 1 006 1103	LTD- AUG 1- 0001	LTD INSURANCE		49.59
01 1100 211 1 003 1104	LTD- AUG 1- 0001	LTD INSURANCE		32.45
01 1100 211 1 006 1104	LTD- AUG 1- 0001	LTD INSURANCE		67.89
01 1100 211 1 003 1100	LTD- AUG 1- 0001	LTD INSURANCE		22.83
01 1100 211 1 004 1100	LTD- AUG 1- 0001	LTD INSURANCE		63.08
01 1100 211 1 003 1101	LTD- AUG 1- 0001	LTD INSURANCE		31.11
01 1100 211 1 004 1101	LTD- AUG 1- 0001	LTD INSURANCE		74.12
01 6200 211 1 006 0001	LTD- AUG 1- 0001	LTD INSURANCE		8.32
01 6310 211 1 006 0001	LTD- AUG 1- 0001	LTD INSURANCE		9.48
01 6404 211 1 004 0001	LTD- AUG 1- 0001	LTD INSURANCE		25.65
01 6409 211 0 000 0001	LTD- AUG 1- 0001	LTD INSURANCE		19.31
			<b>Vendor Total:</b>	<b>2,910.43</b>
64466 MAILFINANCE			570.00	
01 2510 531 0 000	N7808634	LEASE PMT 8/4/19-11/3/19		570.00
			<b>Vendor Total:</b>	<b>570.00</b>
64467 MALLORY GREGORY			142.00	
01 1100 810 2 001 1174	REIMB 8/6/19	ACTE MEMBERSHIP		142.00
			<b>Vendor Total:</b>	<b>142.00</b>
64468 MATHESON-LINWELD			50.48	
01 2620 740 0 000	51472917	CYLINDER RENTAL 6/1/19-6/30/19		50.48

Check #	Vendor Name	Amount		Amount
Account Number	Invoice	Description		Amount
64468	MATHESON-LINWELD		94.89	
01 2710 610 0 000	51472918	CYLINDER RENTAL 6/1/19-6/30/19		94.89
			<b>Vendor Total:</b>	<b>145.37</b>
64469	MECHANICAL SALES INC		170.60	
01 2620 430 2 001	48061	SVS GYM CONDENSING UNIT		170.60
			<b>Vendor Total:</b>	<b>170.60</b>
64470	MENARDS LINCOLN-NORTH		4.97	
01 2620 740 1 003	45985	SUPPLIES		4.97
64470	MENARDS LINCOLN-NORTH		34.15	
01 2620 740 1 004	46149	SUPPLIES		34.15
64470	MENARDS LINCOLN-NORTH		37.50	
01 2620 740 0 000	46164	SUPPLIES		37.50
64470	MENARDS LINCOLN-NORTH		45.99	
01 2620 740 1 006	46242	SUPPLIES		45.99
64470	MENARDS LINCOLN-NORTH		139.00	
01 2620 740 1 006	46471	SUPPLIES		139.00
64470	MENARDS LINCOLN-NORTH		13.99	
01 2620 740 1 006	46508	SUPPLIES		13.99
64470	MENARDS LINCOLN-NORTH		16.99	
01 2620 740 1 004	46588	SUPPLIES		16.99
64470	MENARDS LINCOLN-NORTH		41.22	
01 2710 430 0 000	46671	SUPPLIES		41.22
64470	MENARDS LINCOLN-NORTH		28.48	
01 2620 740 1 004	46999	SUPPLIES		28.48
64470	MENARDS LINCOLN-NORTH		23.08	
01 2620 740 1 004	47079	SUPPLIES		23.08
64470	MENARDS LINCOLN-NORTH		27.46	
01 2620 740 1 004	47322	SUPPLIES		27.46
64470	MENARDS LINCOLN-NORTH		7.18	
01 2620 740 0 000	47519	SUPPLIES		7.18
64470	MENARDS LINCOLN-NORTH		37.96	
01 2620 730 0 000	47783	TOOLS		37.96
64470	MENARDS LINCOLN-NORTH		53.67	
01 2620 740 1 004	48098	SUPPLIES		53.67
			<b>Vendor Total:</b>	<b>511.64</b>
64471	MENARDS LINCOLN-SOUTH		45.67	
01 2620 740 1 004	12139	SUPPLIES		45.67
			<b>Vendor Total:</b>	<b>45.67</b>
64472	MIDWEST ALARM SERVICES		304.40	
01 2620 430 1 006	304614	REPLACED ON FMM-101 ON SYSTEM		304.40
			<b>Vendor Total:</b>	<b>304.40</b>
64473	MIDWEST PETROLEUM EQUIPMENT		744.94	
01 2710 430 0 000	10477	GAS PUMP REPAIR		744.94
			<b>Vendor Total:</b>	<b>744.94</b>
64474	MIDWEST UNLIMITED		69.95	
01 2630 430 1 003	26486	RATCHET STRAPS		13.99
01 2630 430 1 004	26486	RATCHET STRAPS		13.99
01 2630 430 1 006	26486	RATCHET STRAPS		13.99
01 2630 430 2 001	26486	RATCHET STRAPS		13.99

Check #	Vendor Name	Amount		Amount
Account Number	Invoice	Description		Amount
01 2630 430 2 002	26486	RATCHET STRAPS		13.99
				<b>Vendor Total: 69.95</b>
64475 MR. AMOTO			6,465.00	
01 2630 430 1 004	11545	SHRUB AND TREE REMOVAL, TREE PRUNING		3,100.00
01 2630 430 2 001	11545	SHRUB AND TREE REMOVAL, TREE PRUNING		2,875.00
01 2630 430 1 003	11545	TREE REMOVAL		490.00
				<b>Vendor Total: 6,465.00</b>
64476 NACIA			15.00	
01 2212 320 0 000	PLUGGE 19-20	NACIA Membership		15.00
				<b>Vendor Total: 15.00</b>
64477 NASB			75.00	
01 2310 320 0 000	INV-03886- X1M0J3	NEW BOARD MEMBER CON WKSH - KAPPLER		75.00
64477 NASB			310.00	
01 2310 320 0 000	INV-03887-P- 6V8N1	2019 SCHOOL LAW SEMINAR - KENDALL, KAPPL		310.00
				<b>Vendor Total: 385.00</b>
64478 NASCD			40.00	
01 2212 320 0 000	PLUGGE 19-20	NASCD Membership		40.00
				<b>Vendor Total: 40.00</b>
64480 NCSA REGION 1			150.00	
01 2410 810 2 002	RICENBAW 19- 20	2019-2020 NCSA Region 1 Professional Dev		150.00
				<b>Vendor Total: 150.00</b>
64479 NCSA			115.00	
01 2212 340 0 000	58746	2019 GRIT CONF - BLUM		115.00
				<b>Vendor Total: 115.00</b>
64481 NEBRASKA CENTRAL EQUIPMENT INC			(447.38)	
01 2710 430 0 000	0160013-IN	CREDIT		(447.38)
64481 NEBRASKA CENTRAL EQUIPMENT INC			941.49	
01 2710 430 0 000	0161152-IN	SEAT REPAIR BUS 3, 6		941.49
				<b>Vendor Total: 494.11</b>
64482 NSLHA			40.00	
01 2141 320 1 003	10472	19-20 REGISTRATION - COBELENS		8.00
01 2141 320 1 004	10472	19-20 REGISTRATION - COBELENS		8.00
01 2141 320 1 006	10472	19-20 REGISTRATION - COBELENS		8.00
01 2141 320 2 001	10472	19-20 REGISTRATION - COBELENS		8.00
01 2141 320 2 002	10472	19-20 REGISTRATION - COBELENS		8.00
				<b>Vendor Total: 40.00</b>
64487 O'REILLY AUTOMOTIVE STORES INC			77.04	
01 2710 430 0 000	5824-131592	FILTERS, FLOOR DRY		77.04
64487 O'REILLY AUTOMOTIVE STORES INC			120.35	
01 2710 430 0 000	5824-132863	MAF SENSOR SUB 1		120.35
64487 O'REILLY AUTOMOTIVE STORES INC			(5.74)	
01 2710 430 0 000	EB70277615	CREDIT		(5.74)
64487 O'REILLY AUTOMOTIVE STORES INC			(6.80)	
01 2710 430 0 000	EB77447815	CREDIT		(6.80)

Check #	Vendor Name	Account Number	Invoice	Description	Amount	Amount	
						<b>Vendor Total:</b>	<b>184.85</b>
	64483 OFFICE DEPOT				95.88		
01	2320 610 0 000	334938343001		2" BINDERS - GREEN		95.88	
	64483 OFFICE DEPOT				26.28		
01	2320 610 0 000	334938754001		1/3 TAB MANILA FOLDERS, LEGAL		17.99	
01	2320 610 0 000	334938754001		OPTIMA STAPLES		8.29	
	64483 OFFICE DEPOT				63.47		
01	2320 610 0 000	344808904001		INTERDEPARTMENT ENVELOPES		13.89	
01	2320 610 0 000	344808904001		LG RUBBER BANDS		5.59	
01	2320 610 0 000	344808904001		ADDRESS LABELS		17.65	
01	2320 610 0 000	344808904001		FILE FOLDER LABELS		4.99	
01	2320 610 0 000	344808904001		STAPLES		3.39	
01	2320 610 0 000	344808904001		MANILA FILE FOLDERS		17.96	
	64483 OFFICE DEPOT				291.04		
01	2212 610 0 000	344837281001		POST-IT NOTES FLAGS		12.94	
01	2212 610 0 000	344837281001		3X5 RULED INDEX CARDS		11.73	
01	2212 610 0 000	344837281001		4X6 RULED INDEX CARDS		3.90	
01	2212 610 0 000	344837281001		Post-it® Notes, 1-1/2" x 2"		13.04	
01	2212 610 0 000	344837281001		Post-it® Super Sticky Notes, 3" x 3",		27.74	
01	2212 610 0 000	344837281001		STICKY EASEL PADS		68.66	
01	2212 610 0 000	344837281001		STICKY WALL PADS		57.99	
01	2212 610 0 000	344837281001		DRY-ERASE MARKERS FINE POINT PK OF 36		31.63	
01	2212 610 0 000	344837281001		DRY ERASE MARKERS CHISEL POINT PK OF 4		10.78	
01	2212 610 0 000	344837281001		HIGHLIGHTERS BOX OF 24		15.48	
01	2212 610 0 000	344837281001		BALLPOINT PENS		4.40	
01	2212 610 0 000	344837281001		DRY-ERASE ERASER		19.50	
01	2212 610 0 000	344837281001		MECHANICAL PENCILS		3.82	
01	2212 610 0 000	344837281001		STAPLER		3.43	
01	2212 610 0 000	344837281001		BROAD LINE MARKERS		6.00	
	64483 OFFICE DEPOT				13.99		
01	2212 610 0 000	344837653001		CLIPBOARDS		13.99	
						<b>Vendor Total:</b>	<b>490.66</b>
	64484 OMAHA PUBLIC POWER DISTRICT				6,301.26		
01	2610 622 1 003	8764000061- 0719		SVS 6/21/19-7/23/19		6,301.26	
						<b>Vendor Total:</b>	<b>6,301.26</b>
	64485 ONE CALL CONCEPTS INC				8.46		
01	2230 340 0 000	9060536		LOCATES JUNE 2019		8.46	
						<b>Vendor Total:</b>	<b>8.46</b>
	64486 ONE SOURCE				136.00		
01	2310 350 0 000	3524- 20190630		SVS 5/15/19-6/29/19		136.00	
	64486 ONE SOURCE				394.70		
01	2310 350 0 000	3524- 20190731		SVS 6/20/19-7/31/19		394.70	
	64486 ONE SOURCE				32.00		
01	2310 350 0 000	3524V- 20190630		SVS 6/12/19		32.00	
						<b>Vendor Total:</b>	<b>562.70</b>
	64488 ORKIN PEST CONTROL				210.19		

Check #	Vendor Name	Amount		Amount
Account Number	Invoice	Description		Amount
01 2620 430 2 001	183790433	PEST CONTROL SVS AUG 19		210.19
			<b>Vendor Total:</b>	<b>210.19</b>
	64489 PAYFLEX			479.50
01 2310 350 0 000	21014-1320372	SVS 7/1/19-7/31/19		479.50
			<b>Vendor Total:</b>	<b>479.50</b>
	64490 PERRY GUTHERY HAASE & GESSFORD			3,660.00
01 2330 317 0 000	365	SVS 6/4/19-6/19/19		3,660.00
			<b>Vendor Total:</b>	<b>3,660.00</b>
	64491 POMP'S TIRE SERVICE INC			292.55
01 2710 430 0 000	1430001903	TIRES CAR 31		292.55
			<b>Vendor Total:</b>	<b>292.55</b>
	64492 PRESTO X COMPANY			50.00
01 2620 430 1 006	3419609	PEST CONTROL SVS 6/26/19		50.00
	64492 PRESTO X COMPANY			47.00
01 2620 430 1 004	3419610	PEST CONTROL SVS 6/26/19		47.00
	64492 PRESTO X COMPANY			50.00
01 2620 430 2 002	3419611	PEST CONTROL SVS 6/26/19		50.00
	64492 PRESTO X COMPANY			50.00
01 2620 430 2 001	3419612	PEST CONTROL SVS 6/26/19		50.00
	64492 PRESTO X COMPANY			47.00
01 2620 430 1 003	3495550	PEST CONTROL SVS 7/10/19		47.00
	64492 PRESTO X COMPANY			50.00
01 2620 430 1 006	3530800	PEST CONTROL SVS 7/17/19		50.00
	64492 PRESTO X COMPANY			47.00
01 2620 430 1 004	3695601	PEST CONTROL SVS 7/24/19		47.00
	64492 PRESTO X COMPANY			50.00
01 2620 430 2 002	3695602	PEST CONTROL SVS 7/24/19		50.00
	64492 PRESTO X COMPANY			50.00
01 2620 430 2 001	3695609	PEST CONTROL SVS 7/24/19		50.00
			<b>Vendor Total:</b>	<b>441.00</b>
	64493 RAMADA MIDTOWN CONFERENCE CENTER			94.00
01 2410 580 2 002	4426	HOTEL - RICENBAW		94.00
	64493 RAMADA MIDTOWN CONFERENCE CENTER			94.00
01 2410 580 2 001	4427	HOTEL - MYERS		94.00
			<b>Vendor Total:</b>	<b>188.00</b>
	64494 REAMS			44.81
01 2630 430 2 001	S1450276.001	PARTS		22.41
01 2630 430 2 002	S1450276.001	PARTS		22.40
	64494 REAMS			3.66
01 2630 430 2 001	S1451973.001	PARTS		3.66
	64494 REAMS			528.36
01 2630 430 2 001	S1455296.001	SPRINKLER PARTS		264.18
01 2630 430 2 002	S1455296.001	SPRINKLER PARTS		264.18
	64494 REAMS			402.62
01 2630 430 2 001	S1457383.001	SPRINKLER PARTS		167.14
01 2630 430 2 002	S1457383.001	SPRINKLER PARTS		167.14
01 2620 740 2 001	S1457383.001	PARTS		68.34
			<b>Vendor Total:</b>	<b>979.45</b>
	64495 RECYCLING ENTERPRISES OF NE, INC.			365.00
01 2620 430 1 004	19A2568	SVS 8/1/19-8/31/19		65.00

Check #	Vendor Name	Amount		Amount
Account Number	Invoice	Description		Amount
01 2620 430 1 006	19A2568	SVS 8/1/19-8/31/19		65.00
01 2630 430 2 002	19A2568	SVS 8/1/19-8/31/19		65.00
01 2630 430 2 001	19A2568	SVS 8/1/19-8/31/19		85.00
01 2630 430 1 003	19A2568	SVS 8/1/19-8/31/19		85.00
			<b>Vendor Total:</b>	<b>365.00</b>
64496	ROSS RICENBAW		716.61	
01 2410 580 2 002	48407346	3 Nights Stay @ Radisson Plaza Hotel 6/2		716.61
			<b>Vendor Total:</b>	<b>716.61</b>
64497	RUSS'S MARKET EXPRESS		4.97	
01 2320 610 0 000	2350	SUPPLIES		4.97
64497	RUSS'S MARKET EXPRESS		16.98	
01 2320 610 0 000	2365	SUPPLIES		16.98
			<b>Vendor Total:</b>	<b>21.95</b>
64498	SCHMIT AUTOMOTIVE, INC.		1,080.35	
01 2710 430 0 000	39209	FUEL PUMP SUB 1		1,080.35
			<b>Vendor Total:</b>	<b>1,080.35</b>
64499	SCHOLASTIC INC		3,761.98	
01 2212 640 0 000	19624661	COMP CLUB COMPLETE SET GRADE K		1,050.56
01 2212 640 0 000	19624661	COMP CLUB COMPLETE SET GRADE 5		2,711.42
64499	SCHOLASTIC INC		1,020.04	
01 2212 640 0 000	19700442	Guided Reading		935.82
01 2212 640 0 000	19700442	Shipping & Handling		84.22
			<b>Vendor Total:</b>	<b>4,782.02</b>
64500	SCHOOL DISTRICT #145-IMPREST		80.00	
01 2620 430 0 000	LLCHD 7/17/19	WASTE PERMIT 2019		80.00
64500	SCHOOL DISTRICT #145-IMPREST		30.00	
01 2320 810 0 000	NE SEC OF ST NOTARY RENEWAL - HOFFMAN 7/8/19			30.00
			<b>Vendor Total:</b>	<b>110.00</b>
64501	SCHOOL DISTRICT 145 DEPRECIATION FUND		20,000.00	
01 1100 610 2 001	BAND UNIFORMS 2019	MOVE FOR BAND UNIFORMS		20,000.00
1194				
64501	SCHOOL DISTRICT 145 DEPRECIATION FUND		150,000.00	
01 2710 732 0 000	BUS/VANS 2019	MOVE FOR PURCHASE OF BUS AND 3 VANS		150,000.00
64501	SCHOOL DISTRICT 145 DEPRECIATION FUND		100,000.00	
01 2212 640 0 000	CURRICULUM 18/19	MOVE FOR FUTURE CURRICULUM PURCHASES		100,000.00
			<b>Vendor Total:</b>	<b>270,000.00</b>
64502	SCHOOL FIX		59.95	
01 1100 610 2 002	301914A	Glide Bases (Nylon/Cap/Felt 1111		45.00
01 1100 610 2 002	301914A	Shipping		14.95
1111				
			<b>Vendor Total:</b>	<b>59.95</b>
64503	SCHOOL SPECIALTY, INC.		102.57	
01 6408 610 0 000	308103348067	WARM FUZZY TOYS POPPIN' PEEPER FROG FIDG		5.19

Check #	Vendor Name	Amount		Amount
Account Number	Invoice	Description		Amount
01 6408 610 0 000	308103348067	TANGLE RELAX THERAPY		5.19
01 6408 610 0 000	308103348067	CRAYOLA PIP-SQUEAKS MINI NON-TOXIC WASHA		4.67
01 6408 610 0 000	308103348067	SCHOOL SMART RULED INDEX CARDS, 3X5 IN,		2.32
01 6408 610 0 000	308103348067	SCHOOL SMART BLANK PLAIN INDEX CARDS, 3X		1.02
01 6408 610 0 000	308103348067	SCHOOL SMART BLANK PLAIN INDEX CARD, 3X5		1.02
01 6408 610 0 000	308103348067	OXFORD RAINBOW RULED INDEX CARDS, 3X5 IN		4.40
01 6408 610 0 000	308103348067	ASTROBRIGHTS CARD STOCK, 8- 1/2X11 IN, PL		14.10
01 6408 610 0 000	308103348067	TREND ENTERPRISES SUPERSPOTS & SUPERSHAP		6.04
01 6408 610 0 000	308103348067	PLAY VISIONS LIGHT UP DNA BALL SENSORY F		6.49
01 6408 610 0 000	308103348067	UNI-BALL GEL STICK PEN, .38 MM, ASST COL		22.55
01 6408 610 0 000	308103348067	PENDAFLEX 1/3 CUT DOUBLE TOP MANILA FILE		15.85
01 6408 610 0 000	308103348067	SCHOOL SMART KRAFT ENVELOPE W/ CLASP, 9X		11.69
01 6408 610 0 000	308103348067	SCHOOL SMART BLANK PLAIN INDEX CARD, 3X5		1.02
01 6408 610 0 000	308103348067	SCHOOL SMART BLANK PLAIN INDEX CARD, 3X5		1.02
			<b>Vendor Total:</b>	<b>102.57</b>
64504	SHREDDING SOLUTIONS		316.80	
01 2620 430 0 000	752-233	SHREDDING		316.80
			<b>Vendor Total:</b>	<b>316.80</b>
64505	SID DILLON		167.11	
01 2710 430 0 000	56520CVR	KEY-CAR 34, AIR FILTERS VANS 19&20		167.11
			<b>Vendor Total:</b>	<b>167.11</b>
64506	SITEONE LANDSCAPE SUPPLY LLC		9.89	
01 2630 430 2 001	92917963-001	TRACTOR SPREADER REPAIR		4.94
01 2630 430 2 002	92917963-001	TRACTOR SPREADER REPAIR		4.95
			<b>Vendor Total:</b>	<b>9.89</b>
64507	SMALL ENGINE SPECIALISTS INC		51.84	
01 2630 430 1 003	314622	TRIMMER REPAIRS		10.36
01 2630 430 1 004	314622	TRIMMER REPAIRS		10.37
01 2630 430 1 006	314622	TRIMMER REPAIRS		10.37
01 2630 430 2 001	314622	TRIMMER REPAIRS		10.37
01 2630 430 2 002	314622	TRIMMER REPAIRS		10.37
			<b>Vendor Total:</b>	<b>51.84</b>
64508	SOFTWARE UNLIMITED INC		4,850.00	
01 2320 735 0 000	2019-2020	ANNUAL FEE 9/1/19-8/31/20		4,850.00
			<b>Vendor Total:</b>	<b>4,850.00</b>
64509	SPECTRUM PAINT		196.91	
01 2620 740 2 001	804840818	PAINT FOR HS		196.91
			<b>Vendor Total:</b>	<b>196.91</b>
64510	SPORTS FACILITY MAINTENANCE LLC		9,110.00	
01 2620 430 1 003	67	BACKSTOP & BLEACHER INSPECTIONS		1,410.00
01 2620 430 1 006	67	BACKSTOP INSPECTIONS		300.00
01 2620 430 2 002	67	BACKSTOP & BLEACHER		2,000.00

Check #	Vendor Name	Amount		Amount
Account Number	Invoice	Description		Amount
01 2620 430 2 001	67	INSPECTIONS BACKSTOP & BLEACHER INSPECTIONS		5,400.00
			<b>Vendor Total:</b>	<b>9,110.00</b>
	64511 SURPLUS CENTER			221.60
01 2710 430 0 000	S15669100001 3	ENTRY DOOR LOCK ACTUATORS BUS 12&22		221.60
			<b>Vendor Total:</b>	<b>221.60</b>
	64512 SUSAN RIDDLE			169.25
01 2230 333 0 000	1/7/19- 6/26/19	MILEAGE 1/7/19-6/26/19		169.25
			<b>Vendor Total:</b>	<b>169.25</b>
	64513 TAESE/USU			40.00
01 1200 320 0 000	NEMTSS_19 1214	NE MTSS SUMIT - COBELENS, MCMILLAN		40.00
			<b>Vendor Total:</b>	<b>40.00</b>
	64514 TCI			1,883.50
01 2212 640 0 000	INV54135	BOOKS		1,883.50
			<b>Vendor Total:</b>	<b>1,883.50</b>
	64515 TJ CABLE & UNDERGROUND SVS, LLC			500.00
01 2230 340 0 000	TJ2019-1219	LOCATES JUNE 2019		500.00
			<b>Vendor Total:</b>	<b>500.00</b>
	64516 TRACTOR SUPPLY COMPANY			4.98
01 2630 430 1 003	100068000	SUPPLIES		1.00
01 2630 430 1 004	100068000	SUPPLIES		1.00
01 2630 430 1 006	100068000	SUPPLIES		1.00
01 2630 430 2 001	100068000	SUPPLIES		0.99
01 2630 430 2 002	100068000	SUPPLIES		0.99
	64516 TRACTOR SUPPLY COMPANY			6.67
01 2630 430 2 001	100069127	SUPPLIES		6.67
	64516 TRACTOR SUPPLY COMPANY			12.73
01 2620 740 2 001	100069609	PAINT		6.37
01 2620 740 2 002	100069609	PAINT		6.36
	64516 TRACTOR SUPPLY COMPANY			2.37
01 2620 740 0 000	100069748	SUPPLIES		2.37
	64516 TRACTOR SUPPLY COMPANY			0.24
01 2620 740 0 000	200029880	SUPPLIES		0.24
	64516 TRACTOR SUPPLY COMPANY			7.48
01 2710 430 0 000	200501847	SUPPLIES		7.48
			<b>Vendor Total:</b>	<b>34.47</b>
	64517 TRANE COMPANY			862.12
01 2620 430 1 004	310025039	UNIT NOT COOLING		862.12
	64517 TRANE COMPANY			7,966.00
01 2620 430 1 003	310044161	CONTRACT 7/1/19-7/31/19		1,593.20
01 2620 430 1 006	310044161	CONTRACT 7/1/19-7/31/19		1,593.20
01 2620 430 1 004	310044161	CONTRACT 7/1/19-7/31/19		1,593.20
01 2620 430 2 001	310044161	CONTRACT 7/1/19-7/31/19		1,593.20
01 2620 430 2 002	310044161	CONTRACT 7/1/19-7/31/19		1,593.20
	64517 TRANE COMPANY			509.85
01 2620 430 2 001	310063342	UNIT REPAIRS		509.85
	64517 TRANE COMPANY			1,345.55
01 2620 430 2 001	310066721	MAIN GYM NOT COOLING		1,345.55
	64517 TRANE COMPANY			1,343.86

Check #	Vendor Name	Amount		Amount
Account Number	Invoice	Description		Amount
01 2620 430 1 004	310103271	UNIT REPAIRS		1,343.86
			<b>Vendor Total:</b>	<b>12,027.38</b>
	64518 UNITE PRIVATE NETWORKS LLC			3,149.68
01 1100 735 2 001	SI-19-006722	ETHERNET 7/1/19-7/31/19		1,385.00
1111				
01 1100 735 1 003	SI-19-006722	ETHERNET 7/1/19-7/31/19		1,764.68
1111				
			<b>Vendor Total:</b>	<b>3,149.68</b>
	64396 USPS TMS #246043			1,500.00
01 2510 531 0 000	TMS#246043-0076	POSTAGE AUG 19		1,500.00
			<b>Vendor Total:</b>	<b>1,500.00</b>
	64519 VILLAGE OF EAGLE			132.78
01 2610 410 1 003	0990011385-0719	SVS 6/11/19-7/11/19		132.78
			<b>Vendor Total:</b>	<b>132.78</b>
	64520 VIRCO INC.			8,176.25
01 1100 733 1 004	8210745	15 " chairs to replace 18" chair		8,176.25
1111				
	64520 VIRCO INC.			12,006.97
01 2410 733 1 004	91879355	Zuma Series Desk		11,766.25
01 2410 733 1 004	91879355	Chair		240.72
			<b>Vendor Total:</b>	<b>20,183.22</b>
	64521 WAHOO-WAVERLY-ASHLAND NEWSPAPERS			142.12
01 2310 540 0 000	I0000050701-0613	ADV		142.12
	64521 WAHOO-WAVERLY-ASHLAND NEWSPAPERS			10.15
01 2310 540 0 000	I0000053984-0620	ADV		10.15
			<b>Vendor Total:</b>	<b>152.27</b>
	64522 WATERLINK INC			208.55
01 2620 740 2 002	25451	FILTER CARTRIDGE		208.55
	64522 WATERLINK INC			324.83
01 2620 430 1 003	25542	MONTHLY WATER TREATMENT SVS		81.20
01 2620 430 1 004	25542	MONTHLY WATER TREATMENT SVS		81.21
01 2620 430 2 001	25542	MONTHLY WATER TREATMENT SVS		81.21
01 2620 430 2 002	25542	MONTHLY WATER TREATMENT SVS		81.21
			<b>Vendor Total:</b>	<b>533.38</b>
	64523 WAVERLY PLUMBING & WELL CO			171.00
01 2620 430 1 006	2019-539	LOCATE UTILITY LINE, VALVE BOX REPAIR		171.00
			<b>Vendor Total:</b>	<b>171.00</b>
	64524 WILLIAM V MACGILL AND COMPANY			(5.84)
01 2130 610 2 001	CN0020491	Cotton Swabs		(5.84)
	64524 WILLIAM V MACGILL AND COMPANY			183.09
01 2130 610 2 001	IN0672029	Omron 5 series BP monitor		85.00
01 2130 610 2 001	IN0672029	GE100 Clucometer		15.80
01 2130 610 2 001	IN0672029	GE100 test strips		16.80
01 2130 610 2 001	IN0672029	GE100 lancing device		4.80
01 2130 610 2 001	IN0672029	Bionime lancets		3.95
01 2130 610 2 001	IN0672029	GE100 control solution		5.95
01 2130 610 2 001	IN0672029	Cotton Swabs		5.84
01 2130 610 2 001	IN0672029	Curad Saline wound wash		8.50
01 2130 610 2 001	IN0672029	Medication cups		4.95

<u>Check #</u>	<u>Vendor Name</u>		<u>Amount</u>		<u>Amount</u>
<u>Account Number</u>	<u>Invoice</u>	<u>Description</u>			
01 2130 610 2 001	IN0672029	Hot/cold packs 4x6			7.50
01 2130 610 2 001	IN0672029	hot/cold packs 5x11			9.50
01 2130 610 2 001	IN0672029	hot/cold packs 6x9			14.50
	64524 <b>WILLIAM V MACGILL AND COMPANY</b>		2.98		
01 2130 610 2 001	IN0673783	Cotton Swabs			2.98
	64525 <b>WINDSTREAM</b>		113.82		
01 2510 530 0 000	091879297-0719	SVS 6/25/19-7/24/19			113.82
	64525 <b>WINDSTREAM</b>		641.23		
01 2510 530 0 000	091881971-0719	SVS 7/13/19-8/12/19			641.23
	64526 <b>WOLFE HARDWARE</b>		23.88		
01 2620 740 1 006	248295	SUPPLIES			23.88
				<b>Vendor Total:</b>	<b>180.23</b>
				<b>Fund Total:</b>	<b>715,732.39</b>
				<b>Checking Account Total:</b>	<b>715,732.39</b>

Payroll: 1,201,862.13

Total: \$1,917,594.52

Account Number		Current Budget	Expended During Month	Expenditures to Date	% of Budget
01	GENERAL FUND				
1100	REGULAR INSTRUCTION	\$10,347,046.00	\$807,614.80	\$8,862,430.55	85.65
1200	SPED INSTRUCTIONAL PROGRAMS - SCHOOLS	\$3,453,376.00	\$212,569.10	\$2,537,750.93	82.84
1227	HOMEBOUND INSTRUCTION	\$0.00	\$0.00	\$0.00	0.00
1321	DISTRICT MATH	\$0.00	\$0.00	\$0.00	0.00
1440	DIVERSIFIED OCCUPATIONS	\$0.00	\$0.00	\$0.00	0.00
2120	GUIDANCE SERVICES	\$555,643.00	\$44,150.69	\$491,980.85	88.54
2130	HEALTH SERVICES	\$182,629.00	\$13,900.55	\$146,754.28	80.36
2141	PSYCHOLOGICAL SERVICES	\$106,510.00	\$8,803.82	\$98,995.91	92.95
2151	SPEECH PATHOLOGY	\$191,719.00	\$16,053.48	\$177,194.36	92.42
2161	OCCUPATIONAL THERAPY	\$7,900.00	\$118.90	\$2,016.25	25.52
2181	VISUALLY IMPAIRED/VISION SERVICES	\$3,600.00	\$0.00	\$2,249.06	62.47
2190	SCHOOL ACTIVITIES/ATHLETICS	\$482,696.00	\$29,964.27	\$465,810.52	96.50
2212	INSTRUCTION AND CURRICULUM DEVELOPMENT	\$456,813.00	\$53,715.39	\$263,211.90	57.62
2213	INSTRUCTIONAL STAFF TRAINING	\$31,300.00	\$1,549.97	\$8,369.24	26.74
2220	LIBRARY/MEDIA SERVICES	\$379,050.00	\$28,426.52	\$328,640.07	86.70
2230	TECHNOLOGY	\$542,142.00	\$58,902.12	\$642,440.98	118.50
2310	BOARD OF EDUCATION	\$134,104.00	\$7,399.79	\$107,180.89	79.92
2320	OFFICE OF SUPERINTENDENT	\$560,452.00	\$28,882.94	\$337,385.75	60.20
2330	DISTRICT LEGAL SERVICES	\$40,000.00	\$600.00	\$12,012.98	30.03
2410	OFFICE OF THE PRINCIPAL	\$1,253,167.00	\$102,315.88	\$1,101,796.14	87.92
2510	SUPPORT SERVICES/BUSINESS	\$285,951.00	\$9,183.69	\$196,425.27	68.69
2610	OPERATION OF BUILDINGS	\$1,592,480.00	\$97,727.83	\$1,173,964.05	73.72
2620	MAINTENANCE OF BUILDINGS	\$1,623,532.00	\$47,409.43	\$772,117.32	47.56
2630	CARE AND UPKEEP OF GROUNDS	\$284,972.00	\$16,030.35	\$139,018.69	48.78
2710	TRANSPORTATION-REG	\$984,554.00	\$42,175.14	\$551,260.61	55.99
2712	TRANSPORTATION-SPED SCHOOL AGE	\$185,005.00	\$6,003.15	\$100,337.39	54.23
3400	GRANTS FROM CORPORATIONS/ OTHER INTERESTS	\$5,500.00	\$973.06	\$12,096.41	219.93
3535	HIGH ABILITY LEARNER	\$25,930.00	\$3,673.01	\$48,159.19	185.73
3540	STATE EARLY CHILDHOOD	\$91,544.00	\$620.37	\$8,442.25	9.22
3575	NEBRASKA INNOVATION GRANT	\$43,830.00	\$6,853.30	\$6,853.30	15.64
4400	SPED CONTRACTED SRVS PRESCHOOL	\$0.00	\$0.00	\$0.00	0.00
4401	PRESCHOOL SPED	\$0.00	\$0.00	\$0.00	0.00
4416	CENTER BASED SPEECH-SPED	\$0.00	\$0.00	\$0.00	0.00
4581	EDUCATION JOBS-NON-SPED EDUCATION	\$0.00	\$0.00	\$0.00	0.00
4590	ARRA NON-SPECIAL ED. INSTRUCTIONAL PRGM	\$0.00	\$0.00	\$0.00	0.00
4592	ARRA LEP INSTRUCTIONAL PROGRAM	\$0.00	\$0.00	\$0.00	0.00
4593	ARRA POVERTY PROGRAM	\$0.00	\$0.00	\$0.00	0.00
4610	ARRA IDEA PART B ENROLLMENT/POVERTY	\$0.00	\$0.00	\$0.00	0.00
4630	ARRA IDEA PRESCHOOL ENROLLMENT/POVERTY	\$0.00	\$0.00	\$0.00	0.00
4810	ARRA ESEA TITLE I PART A	\$0.00	\$0.00	\$0.00	0.00
4900	ESEA CHAPTER II SECONDARY	\$0.00	\$0.00	\$0.00	0.00
4950	REFUGEE CHILDREN	\$0.00	\$0.00	\$0.00	0.00
4991	ESEA TITLE II-PART A	\$0.00	\$0.00	\$0.00	0.00
4992	ESEA TITLE IV PART A-DRUG FREE	\$0.00	\$0.00	\$0.00	0.00
4993	ESEA TITLE II PART D	\$0.00	\$0.00	\$0.00	0.00
5000	DEBT SERVICES	\$0.00	\$0.00	\$0.00	0.00
6200	TITLE 1-PART A	\$192,909.00	\$19,354.36	\$166,053.98	86.08
6210	TITLE I ACCOUNTABILITY	\$0.00	\$0.00	\$6,600.00	0.00
6310	TITLE II-PART A	\$61,951.00	\$527.82	\$6,889.14	11.12

**Budget Worksheet by Function**  
July, 2019

Account Number	Current Budget	Expended During Month	Expenditures to Date	% of Budget
6404 IDEA PART B BASE ALLOCATION	\$157,150.00	\$12,774.61	\$144,606.29	92.02
6406 IDEA PRESCHOOL 619 BASE	\$5,500.00	\$346.50	\$10,451.45	190.03
6408 IDEA PART B	\$0.00	\$0.00	\$0.00	0.00
6409 IDEA/ENROLLMENT POVERTY PART B	\$245,693.00	\$18,428.83	\$186,515.43	75.91
6412 IDEA PART B PROPORTIONATE SHARE	\$20,000.00	\$295.00	\$19,924.74	99.62
8000 TRANSFERS	\$0.00	\$0.00	\$0.00	0.00
01 GENERAL FUND	\$24,144,648.00	\$1,697,344.67	\$19,135,936.17	<del>79.26</del>

81.84%

***Special Building Fund, Bond Fund, Qualified Capital Purpose Undertaking Fund, Bond Debt Service, and Depreciation Fund Claims for August 5, 2019***

***Special Building Fund***

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Athey Painting, Incorporated (\$1,362.00) – Payment is for labor and materials to repaint the Waverly High School Administrative Offices.

Athey Painting, Incorporated (\$1,260.00) – Payment is for labor and materials to repaint the Waverly High School Auditorium front bulkhead.

DLR Group (\$11,193.96) – Payment is for professional services (\$11,056.50) and reimbursable expenses (\$137.46) related to the Eagle Elementary School Playground Redesign Project.

Hart Floors, Incorporated (\$18,115.00) – Payment is for labor and materials to clean and refinish the gym floors at Eagle Elementary (1), Waverly Middle School (2), and Waverly High School (2).

***Bond Series 2015 / 2016 Construction Proceeds***

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Border States Electric (\$58,860.58) – Payment is for LED fixtures / lights to replace the Waverly High School Commons and Main Gym fixtures.

DLR Group (\$3,549.88) – Payment is for professional services (\$3,500.00 expanded construction services) and reimbursable expenses (\$49.88) related to the School District 145 – Waverly Bond Issue Projects.

Kidwell, Incorporated (\$680.45) – Payment is for two illuminator rings for the Waverly High School Tennis court Security Cameras.

MMC Mechanical Contractor, Incorporated (27,235.60) – Payment applications 3 & 4 are for labor and materials related to the Eagle Elementary School gym Air Conditioning Project.

***Qualified Capital Purpose Undertaking***

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No claims this month.

***Bond Debt Service***

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No claims this month.

***Depreciation Fund***

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No claims this month.

August, 2019 Fiscal Year to Date Expenses Compared to Budget = \$2,328,263  
under budget or 9.96%.



**Empire Netting & Fence**

PO Box 553

Waverly, NE 68462

Phone: 402-570-4209

Email: max@empire-fence.com

<b>Project: Waverly HS Baseball/Softball Windscreen</b>	<b>Date: 7/22/2019</b>
<b>Location: Waverly, NE</b>	

This bid is for material and installation of:

- Softball Field – 372’ long, 6’ Tall Black ExtremeScreen, 78% opacity, all 4 edges reinforced with 4-ply 1 ½” hem with grommets spaced every 12”. Logos will be printed and stitched on. “Waverly Softball” Logo will be Center Field with “Empire” and “Wave” Logos in Right and Left field. ½ moon vents included. Text example below.

**Total: \$2,750.00\***



\*Does not include any removal of existing material

<b>Client</b>	<b>Date</b>	<b>Max Westerholt</b> <b>Empire Fence Representative</b>
---------------	-------------	---

<p><b>Payment Terms:</b></p> <ul style="list-style-type: none"> <li>- Net 30</li> <li>- 3% Service charge for credit card payment</li> <li>- By accepting this proposal as indicated by my signature above, I acknowledge the scope of work to be completed, understand all proposal notes, and guarantee payment according to the terms set forth in this proposal.</li> <li>- Estimate is valid for 30 days</li> </ul>	<p><b>Exclusions:</b></p> <ul style="list-style-type: none"> <li>- Responsibility for compliance with local zoning or regulations</li> <li>- Obtaining permits or inspection</li> <li>- Excludes Bid bond and performance bond, unless otherwise stated</li> <li>- Excludes Engineers Report and Surveying, unless otherwise stated</li> <li>- Excludes Removal of spoils, unless otherwise stated</li> <li>- Excludes prevailing wage</li> <li>- Excludes Rock Drilling</li> <li>- Excludes Private Utility Locate</li> </ul>
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# Out of State Student Trip Request

In accordance with Board Policy #6645 students traveling out of state for school sponsor events must be approved by the Board of Education. Prior to receiving approval to attend a camp, clinic, or national conference, please complete and submit the following information to the Activities Director.

**Sport/Organization:** FFA

**Location Desired:** Indianapolis, IN

**Date(s) Attending:** October 29th – November 2, 2019, 4 days

**Purpose of attending Event:** (How is this more beneficial than attending in-state camps, clinics, or conferences?)

- The National FFA Convention will not be held in state.
- This event allows members to meet members from all 50 states allowing them to have conversations about how agriculture differs from state to state.
- The career fair allows members to meet individuals representing over 500 agricultural related companies as well as have conversations with representatives from 100 colleges and technical schools about educational goals.
- By participating in the Nebraska Bus Tour, we are able to visit with other Nebraska members about local activities and chapter policies.

## **Transportation Plan:**

- We will participate in the Nebraska Bus Tour, which includes up to 15 charter buses. The tour package includes transportation, hotel, convention registration and insurance if the trip is canceled for a weather event – we will receive our money back.

## **Cost of Trip:**

### ***School District #145:***

- Sponsor convention registration - \$248 from the Ag Dept budget plus \$32 toward the advisor room
- FFA chapter pays a set amount per person plus any extra expenses such as tour tickets, session tickets plus 100% of sponsor's hotel room.

### ***Individual Student:***

- Hotel, registration fee, trip insurance – approximately \$420/person

## **How will the trip be financed?**

- Students personally pay, chapter fundraising through fall sales, concessions & football tailgates

## **Special Requests to be provided by District #145:**

- None

James B. Gessford  
Rex R. Schultze\*\*\*  
Daniel F. Kaplan  
Gregory H. Perry  
Joseph F. Bachmann\*  
R. J. Shortridge\*  
Joshua J. Schauer\*  
Derek A. Aldridge\*\*  
Justin J. Knight\*\*\*\*  
Charles Kaplan  
Haleigh B. Carlson  
Daniel K. Kaplan



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PERRY, GUTHERY, HAASE & GESSFORD, P.C., L.L.O.

Of Counsel  
John M. Guthery  
Thomas M. Haase  
Richard D. Sievers  
Kelley Baker

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\*Also admitted in Iowa  
\*\* Also admitted in Kansas  
\*\*\*Also admitted in Wyoming  
\*\*\*\*Also admitted in Colorado

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Ernest B. Perry (1876-1962)  
Arthur E. Perry (1910-1982)  
R.R. Perry (1917-1999)  
Edwin C. Perry (1931-2012)

## Perry Law Firm Annual Policy Update Service

To: Dan Shoemake, Administrator, ESU 6  
From: Gregory H. Perry and Justin J. Knight  
Date: June 5, 2019  
Re: Annual Policy Update

### REQUIRED POLICY UPDATES

**Policies 1120, 5101, 5103, 5104 and 5305:** LBs 149 and 397 targeted the use and possession of vaping products (including Juuling) by minors under Nebraska's criminal statutes. In so doing, the Legislature included the term "electronic nicotine delivery systems" in these statutes. To maintain consistency, we have revised Policies 1120, 5101, 5103, 5104 and 5305 to reflect this same terminology.

**Policy 3130:** The Nebraska Department of Administrative Services competitively bids and purchases various property for the benefit of political subdivisions. We understand that this service is becoming more popular with school districts. In turn, we have updated Policy 3130 to exempt the purchasing requirements for schools that purchase through the Nebraska Department of Administrative Services.

**Policy 3131:** There are a few minor edits to Policy 3131 to comply with federal purchasing requirements.

**Policy 4030:** LB 217 prohibits discrimination against an employee who "has inquired about, discussed, or disclosed information regarding employee wages, benefits, or other compensation." In other words, if employees discuss their pay, they cannot be terminated on that basis. In the public employment setting (where most employee pay information may be a matter of public record), this may not seem like a big deal. However, there are aspects of employee compensation that should remain confidential. As a result, Policy 4030 establishes criteria for distributing employee pay information and LB 217's discrimination prohibitions.

**Policy 5001:** LB 115 requires school districts to enroll students in military families with military orders to be stationed in Nebraska. Policy 5001 incorporates this new requirement.

**Policy 5012:** LB 575 requires that each school district adopt a policy to provide access to military recruiters. Policy 5012 satisfies this new requirement and includes the bill's provisions.

LB 575 also requires that, “within thirty days prior to or following the commencement of each school year and, for a new student who enrolls after the commencement of a school year, within thirty days following such enrollment,” each school district must notify parents and guardians of high school students of their ability to withhold information from military recruiters. As such, we recommend that you include a provision in your student handbook that notifies parents of the ability to opt out of military recruiters receiving information about their student.

**Policy 6211:** The reference to the NeSA assessment has been changed to the NSCAS assessment.

**Policy 6410:** In 2015, we provided a “Parental and Family Engagement Policy” pursuant to the Every Student Succeeds Act. Since then, NDE has been rejecting virtually all of these policies except for their own version. It has become easier for schools to simply adopt NDE’s version.

**Policy 8151 and 8153:** We previously distributed a memo on LB 399. Policies 8151 and 8153 have been revised to reflect that the Americanism Committee is now referred to as the Committee on American Civics. Please refer to the prior memo that outlines the Committee’s requirements in more detail.

#### **OTHER COMMENTS**

**LB 212:** LB 212 amended the Open Meetings Act. However, the changes to the Open Meetings Act do not affect school districts. The NCSA will distribute updated Open Meetings Act posters at Administrator Days.

**LB 269:** LB 269 changes the student driving permit rules. Of note, under LB 269, a student may now travel to a different school if the student’s “home” school co-ops with a different school for extracurricular activities.

**LB 281:** LB 281 permits schools to post a sign in a school building or on the school’s website that provides information about reporting child abuse or neglect. NDE may contract with a third party to produce and distribute the signage. However, LB 281 does not require any school to post anything.

**LB 390:** Each school district that contracts with a law enforcement agency to provide School Resource Officers (SRO’s) will be required to enter into a Memorandum of Understanding with the law enforcement agency. This MOU will delineate each party’s responsibilities. NDE has until December 1, 2019 to distribute a model MOU that schools may consider. Once we receive NDE’s model MOU, we will provide our analysis and recommendations.

**LB 619:** LB 619 prohibits a health insurance company from denying a claim because an individual was treated in a school building. Your staff should be made aware that this activity is no longer lawful under LB 619.

Annual Policy Update

ESU 6

June 5, 2019

Page 3

**LB 675**: LB 675 extends a school district's ability to enter into multi-year agreements. Previously, schools could only contract with most vendors for up to four years. LB 675 amended the law to allow for schools to contract for up to seven years. We asked NDE to consider this change due to the cost savings that many schools could receive by entering into longer contracts with technology companies that offer substantial discounts for lengthier agreements.

## Service Animals

Individuals with a disability shall be permitted to use a service animal on school premises as and to the extent provided by law.

### 1. Definition of Service Animal

A service animal is a dog that is individually trained to do work or perform tasks for the benefit of an individual with a disability. Other species of animals are not service animals for the purposes of this definition, though miniature horses are in certain circumstances entitled to similar treatment.

The work or tasks performed by a service animal must be directly related to the handler's disability. Examples of work or tasks that a service dog may perform to meet this definition include:

- Navigation: assisting individuals who are blind or have low vision with navigation and other tasks,
- Alerting: alerting individuals who are deaf or hard of hearing to the presence of people or sounds,
- Protection: providing non-violent protection or rescue work,
- Pulling: pulling a wheelchair,
- Seizure: assisting an individual during a seizure,
- Allergens: alerting individuals to the presence of allergens,
- Retrieving: retrieving items such as medicine or the telephone,
- Physical support: providing physical support and assistance with balance and stability to individuals with mobility disabilities, and
- Interrupting behaviors: helping persons with psychiatric and neurological disabilities by preventing or interrupting impulsive or destructive behaviors.

Work or tasks that are excluded from meeting the definition are:

- Guard dogs: the crime deterrent effects of an animal's presence and
- Companion dogs: the provision of emotional support, well-being, comfort, or companionship.

### 2. Permit Presence of Service Animals

An individual with a disability shall be permitted to be accompanied by his or her service animal in all areas where members of the public, participants in services, programs or activities, or invitees, as relevant, are allowed to go. A bona fide trainer of a service animal also has the right to be accompanied by such animal in training. The individual may not be required to pay an extra fee for the service animal to attend events for which a fee is charged.

Service animals may be excluded from school premises if:

- a. The service animal is out of control and the service animal's handler does not take effective action to control it;
- b. The service animal is not housebroken; or
- c. The presence of the service animal poses a direct threat to the health or safety of others.

To determine whether a “direct threat” exists, an “individualized assessment” is to be made to ascertain: the nature, duration, and severity of the risk; the probability that the potential injury will actually occur; and whether reasonable modifications of policies, practices, or procedures or the provision of auxiliary aids or services will mitigate the risk.

3. Control of the Service Animal.

The service animal must be under the control of its handler. In most cases, the dog must have a harness, leash, or other tether. The service animal does not need to be on a leash, however, if the handler is unable because of a disability to use a leash. A leash is also not required if it would interfere with the service animal’s safe, effective performance of work or tasks. If either of the leash exceptions applies the service animal must be under the handler’s control via voice control, signals, or other effective means.

4. Responsibility for Care or Supervision.

The school district is not responsible for the care or supervision of the service animal. The individual with the service animal shall be liable for any damage done to the premises or facilities or to any person by such animal.

5. Inquiries.

When addressing a service animal matter, staff shall not ask about the nature or extent of the person’s disability.

Staff may not ask questions about the dog’s qualifications as a service animal when it is readily apparent that the dog is trained to do work or perform tasks for an individual with a disability. Examples include where the dog is observed guiding an individual who is blind or has low vision, pulling a person’s wheelchair, or providing assistance with stability or balance to an individual with an observable mobility disability.

Where it is not readily apparent that the dog qualifies as a service animal, staff may ask if the dog’s presence is required because of a disability and what work or task the dog has been trained to perform. Staff may not require documentation, such as proof that the dog has been certified, trained, or licensed as a service animal.

**The service animal must be licensed or registered in accordance with City Code and not be deemed dangerous or potentially dangerous by the City.**

Legal Reference: Americans with Disabilities Act of 1990 (ADA), 28 CFR §28.104 and §35.136; Section 504 of the Rehabilitation Act of 1973 (Section 504); and Neb. Rev. Stat. §§20-126.01 and 20-127

Policy Adopted: 10/03/11

SCHOOL DISTRICT 145  
WAVERLY, NEBRASKA

InstructionSelection and Review of Instructional and Media MaterialsA) Assignment of Responsibility

The Board of Education reserves responsibility for the final acquisition of materials, but the responsibility for the selection of instructional materials is delegated to the Superintendent, with the assistance of the instructional and media staff, to establish procedures and regulations for the selection of instructional and media materials, reviewing their effectiveness, and dealing with complaints concerning instructional materials. The Superintendent may establish committees consisting of teachers and media staff to assist with these responsibilities.

B) Criteria for Instructional Materials

The selection of instructional materials shall be made in accordance with Board of Education policies, legal requirements, and reflect the following philosophy:

1. To provide materials that will stimulate growth in factual knowledge, practical skills, literary appreciation, aesthetic values, and ethical standards.
2. To provide a background of information which will enable students to make intelligent judgments in their daily life.
3. To provide materials that will enrich and support the curriculum, taking into consideration the varied interest, abilities, and maturity levels of the students served.
4. To provide materials on opposing sides of controversial issues so that young citizens may develop under guidance the practice of critical thinking and analysis.
5. To provide materials representative of the many religious, ethnic, and cultural groups and their contributions to our American heritage.
6. To place principle above personal opinion and reason above prejudices in the selection of materials of the highest quality in order to assure a comprehensive collection appropriate for the instructional materials.

C) Criteria for Media Materials

The selection of media materials shall be made in accordance with Board of Education policies, legal requirements, and with the Library Bill of Rights of the American Library Association, which Bill of Rights has been accepted by the American Association of School Librarians reflect the following philosophy:

To provide a comprehensive collection of instructional materials selected in compliance with basic, written selection principles, and to provide maximum accessibility to these materials.

To provide materials that will support the curriculum, taking into consideration the individual's needs, and the varied interest, ability, socio-economic backgrounds, and maturity levels of the students served.

To provide materials for teachers and students that will encourage growth in knowledge, and that will develop literary, cultural and aesthetic appreciation, and ethical standards.

To provide materials which reflect the ideas and beliefs of religious, social, political, historical, and ethnic groups and their contribution to the American World Heritage and Culture, thereby enabling students to develop an intellectual integrity in forming judgments.

To provide a written statement, approved by the local Boards of Education of the procedures for meeting the challenge of censorship of materials in school library media centers.

To provide qualified professional personnel to serve teachers and students.

D) Procedures for Reconsideration of Materials

Occasional objections to some materials may be voiced despite the care taken in selection and qualification of the personnel selecting materials. The following procedures apply equally to all complaints whether they be from students, parents, school personnel or district patrons.

1. Complaints should be presented to the Principal of the school where the material is used. In the event the person with the concern does not wish to make a formal complaint, the concern may be expressed to the Principal at the school at which the material was received. The Principal shall submit informal concerns to the Superintendent for the Superintendent's consideration.
2. Formal complaints about instructional materials must be presented in writing on a form approved by the board of education. In the absence of such a form, the complainant shall be required to submit a written complaint setting forth: complainant's identity, material challenged, detailed statement of reason(s) for challenging the material, action the complainant is requesting, and such other information as the Principal may reasonably request.
3. When a formal written complaint is completed and returned to the principal, the principal will discuss the issue and the procedures to be followed in resolving the issues with the person filing the complaint. The principal with whom the complaint was filed shall notify the other school administrators and also advise those faculty members who may use the instructional material, or the media staff in the case of media material, that a complaint has been filed. The school administrators shall

decide whether to appoint a building-level review committee or a district-level review committee to study the complaint. The principals will convene building-level review committees. These building-level committees shall consist of five or more committee members composed of staff and community patrons. The superintendent of schools or his designee will convene district-level review committees. These district-level committees shall consist of five or more members composed of staff and community patrons.

4. The review committees shall consider district philosophy, the professional judgment of teachers, reviews of the material by other competent authorities, compatibility with the school district's adopted curriculum, the teacher's stated goals, as well as the views of the complainant. The review committee's recommendation and all accompanying rationale shall be forwarded to the board of education for its review and final decision. The school board's decision may be to remove the material in question from district use, to modify the material for continued uses, or to reject the complaint and continue to use the material.
5. Any materials identified in a complaint may remain in use pending its review and its disposition by the board of education. Principals may, upon written request of parent(s), excuse students from using the material, or may direct teachers to use suitable substitutes, and in the case of challenged media material the Principal may place the material on a reserve shelf where it may be checked out by students only with written parent permission. However, the school shall reserve the right to require students to use material or to engage in activities which are a part of regular and/or required curricular activities.
6. Where the same or essentially the same materials have been the subject of a challenge which has been decided by the board, and another complaint is made against the material by either the same or a different person, the complaint shall be considered by the Superintendent, who may deny the complaint without following the review procedure. In considering the complaint, the Superintendent shall consider whether the complaint raises any substantially different issue than that previously decided by the board.

Date of Adoption: [Insert Date]

InstructionParent Requests for Exclusion

Parents may request that their child be excused from the study of a given book, instructional unit or particular literary work. The Principal shall determine whether to grant such requests based on legal requirements relating to the request, the reason given for the request, the effect of the request on the student's educational development and the educational program, and the availability of alternative materials or instruction for the student. In the event the Principal does not grant the request, the parent may request a review be conducted by the Superintendent, based on the same criteria.

Date of Adoption: [Insert Date]

**Drugs, Tobacco, Alcohol**

The Board of Education shall allocate appropriate resources for instructing students in a comprehensive health education program which shall include instruction (1) as to the physiological, psychological, and sociological aspects of drug use, misuse, and abuse and ~~(2) on mental retardation and~~ **or** other developmental disabilities, such as cerebral palsy, autism, and epilepsy, their causes, and the prevention thereof through proper nutrition and the avoidance of the consumption of drugs as defined in this section. For purposes of instruction, drugs means any and all biologically active substances used in the treatment of illnesses or for recreation or pleasure. Special emphasis shall be placed upon the commonly abused drugs of tobacco, alcohol, marijuana, hallucinogenic, amphetamines, barbiturates, ~~and~~ narcotics **and electronic nicotine delivery systems.**

**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 Prices may vary depending on the number of meals or items purchased by the student, and may be adjusted during the year.  Milk and Crackers (K-2) are subject to approved rates.

## STUDENTS

## Appendix to 5033

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.

Extracurricular and other programs	General Description of Fee or Material	\$ Amount of Fee (Anticipated or Maximum) or Specific Material Required																												
<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 1938"> <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; 7<sup>th</sup> and 8<sup>th</sup> grade jerseys</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</td> <td>Shoes, approved uniforms (top &amp; skirt; pants;</td> </tr> <tr> <td>Team Squads</td> <td></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; 7 <sup>th</sup> and 8 <sup>th</sup> grade jerseys	Wrestling	No additional	Baseball	Baseball glove	Cheerleading and Dance	Shoes, approved uniforms (top & skirt; pants;	Team Squads	
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**STUDENTS**

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		jacket), poms 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. <b>Students will be responsible for supplying their own musical instruments</b> 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.

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Academic Team (Quiz Bowl)	State & national dues, meals and activities	Annual dues not to exceed \$50.00 per club.
International Thespan 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	<del>\$10.00 per play or activity</del> 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

SCHOOL DISTRICT 145  
 WAVERLY, NEBRASKA

**Graduation Honors**

Beginning with the Waverly High School Class of 2017, class rank and cumulative grade point average for each high school student will be determined using a 4.0 scale. Students will be ranked based on cumulative grade point average at the end of each semester.

Graduating seniors will be recognized according to their grade point averages:

Summa cum laude: 4.00 cumulative grade point average

Magna cum laude: 3.75-3.999 cumulative grade point average

Cum laude: 3.50-3.749 cumulative grade point average

This honors system will be utilized for post secondary education application and scholarship opportunities. Students with identical cumulative grade point averages will share rank. All students with a 4.0 grade point average will be identified as ranking number one in the class.

Seniors qualifying for summa cum laude, magna cum laude, and cum laude will be recognized during the graduation ceremony by wearing a medallion. Summa cum laude students shall be responsible to provide a commencement address as approved by the high school principal.

A student must attend Waverly High School their junior and senior year to receive Summa cum laude, Magna cum laude and Cum laude consideration.

StudentsStudent Discipline

A. Development of Uniform Discipline System. It shall be the responsibility of the Superintendent to develop and maintain a system of uniform discipline. The discipline which may be imposed includes actions which are determined to be reasonably necessary to aid the student, to further school purposes, or to prevent interference with the educational process, such as (without limitation) counseling and warning students, parent contacts and parent conferences, rearrangement of schedules, requirements that a student remain in school after regular hours to do additional work, restriction of extracurricular activity, or requirements that a student receive counseling upon written consent of the parent or guardian, or in-school suspension. The discipline may also include out-of-school suspension (short-term or long-term) and expulsion.

1. Short-Term Suspension: Students may be excluded by the Principal or the Principal's designee from school or any school function for a period of up to five school days (short-term suspension) on the following grounds:

- a. Conduct that constitutes grounds for expulsion, whether the conduct occurs on or off school grounds; or
- b. Other violations of rules and standards of behavior adopted by the Board of Education or the administrative or teaching staff of the school, which occur on or off school grounds, if such conduct interferes with school purposes or there is a nexus between such conduct and school.

The following process will apply to short-term suspensions:

- a. The Principal or the Principal's designee will make a reasonable investigation of the facts and circumstances. A short-term suspension will be made upon a determination that the suspension is necessary to help any student, to further school purposes, or to prevent an interference with school purposes.
- b. Prior to commencement of the short-term suspension, the student will be given oral or written notice of the charges against the student. The student will be advised of what the student is accused of having done, an explanation of the evidence the authorities have, and be afforded an opportunity to explain the student's version of the facts.
- c. Within 24 hours or such additional time as is reasonably necessary following the suspension, the Principal or administrator will send a written statement to the student and the student's parent or guardian describing the student's conduct, misconduct or violation of the rule or standard and the reasons for the action taken.
- d. An opportunity will be given to the student, and the student's parent or guardian, to have a conference with the Principal or administrator ordering

the short-term suspension before or at the time the student returns to school. The Principal or administrator shall determine who in addition to the parent or guardian is to attend the conference.

- e. A student who on a short-term suspension shall not be permitted to be on school grounds without the express permission of the Principal.
2. Long-Term Suspension: A long-term suspension means an exclusion from school and any school functions for a period of more than five school days but less than twenty school days. A student who on a long-term suspension shall not be permitted to be on school grounds without the express permission of the Principal. A notice will be given to the student and the parents/guardian when the Principal recommends a long-term suspension. The notice will include a description of the procedures for long-term suspension; the procedures will be those set forth in the Student Discipline Act.
  3. Expulsion:
    - a. Meaning of Expulsion. Expulsion means exclusion from attendance in all schools, grounds and activities of or within the system for a period not to exceed the remainder of the semester in which it took effect unless the misconduct occurred (a) within ten school days prior to the end of the first semester, in which case the expulsion shall remain in effect through the second semester, or (b) within ten school days prior to the end of the second semester, in which case the expulsion shall remain in effect for summer school and the first semester of the following school year, or (c) unless the expulsion is for conduct specified in these rules or in law as permitting or requiring a longer removal, in which case the expulsion shall remain in effect for the period specified therein. Such action may be modified or terminated by the school district at any time during the expulsion period. A student who has been expelled shall not be permitted to be on school grounds without the express permission of the Principal. A notice will be given to the student and the parents/guardian when the Principal recommends an expulsion. The notice will include a description of the procedures for expulsion; the procedures will be those set forth in the Student Discipline Act.
    - b. Suspensions Pending Hearing. When a notice of intent to discipline a student by long-term suspension, expulsion, or mandatory reassignment is filed with the superintendent, the student may be suspended by the principal until the date the long-term suspension, expulsion, or mandatory reassignment takes effect if no hearing is requested or, if a hearing is requested, the date the hearing examiner makes the report of his or her findings and a recommendation of the action to be taken to the superintendent, if the principal determines that the student must be suspended immediately to prevent or substantially reduce the risk of (a) interference with an educational function or school purpose or (b) a

personal injury to the student himself or herself, other students, school employees, or school volunteers.

- c. Summer Review. Any expulsion that will remain in effect during the first semester of the following school year will be automatically scheduled for review before the beginning of the school year in accordance with law.
  - d. Alternative Education: Students who are expelled may be provided an alternative education program that will enable the student to continue academic work for credit toward graduation. In the event an alternative education program is not provided, a conference will be held with the parent, student, the Principal or another school representative assigned by the Principal, and a representative of a community organization that assists young people or that is involved with juvenile justice to develop a plan for the student in accordance with law.
  - e. Suspension of Enforcement of an Expulsion: Enforcement of an expulsion action may be suspended (i.e., “stayed”) for a period of not more than one full semester in addition to the balance of the semester in which the expulsion takes effect. As a condition of such suspended action, the student and parents will be required to sign a discipline agreement.
  - f. Students Subject to Juvenile or Court Probation. Prior to the readmission to school of any student who is less than nineteen years of age and who is subject to the supervision of a juvenile probation officer or an adult probation officer pursuant to the order of the District Court, County Court, or Juvenile Court, who chooses to meet conditions of probation by attending school, and who has previously been expelled from school, the Principal or the Principal’s designee shall meet with the student’s probation officer and assist in developing conditions of probation that will provide specific guidelines for behavior and consequences for misbehavior at school (including conduct on school grounds and conduct during an educational function or event off school grounds) as well as educational objectives that must be achieved. If the guidelines, consequences, and objectives provided by the Principal or the Principal’s designee are agreed to by the probation officer and the student, and the court permits the student to return to school under the agreed to conditions, the student may be permitted to return to school. The student may with proper consent, upon such return, be evaluated by the school for possible disabilities and may be referred for evaluation for possible placement in a special education program. The student may be expelled or otherwise disciplined for subsequent conduct as provided in Board policy and state statute.
4. Emergency Exclusion: A student may be excluded from school in the following circumstances:

- a. If the student has a dangerous communicable disease transmissible through normal school contacts and poses an imminent threat to the health or safety of the school community; or
- b. If the student's conduct presents a clear threat to the physical safety of himself, herself, or others, or is so extremely disruptive as to make temporary removal necessary to preserve the rights of other students to pursue an education.

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

If the emergency exclusion will be for five school days or less, the procedures for a short-term suspension shall be followed. If the Superintendent or his or her designee determines that an emergency exclusion shall extend beyond five days, a hearing is to be held and a final determination made within ten school days after the initial date of exclusion. Such procedures shall substantially comply with the procedures set forth in this policy for a long-term suspension or expulsion, and be modified only to the extent necessary to accomplish the hearing and determination within this shorter time period.

5. Other Forms of Student Discipline: Administrative and teaching personnel may also take actions regarding student behavior, other than removal of students from school, which are reasonably necessary to aid the student, further school purposes, or prevent interference with the educational process. Such actions may include, but are not limited to, counseling of students, parent conferences, rearrangement of schedules, requirements that a student remain in school after regular hours to do additional work, restriction of extracurricular activity, or requirements that a student receive counseling, psychological evaluation, or psychiatric evaluation upon the written consent of a parent or guardian to such counseling or evaluation. The actions may also include in-school suspensions. When in-school suspensions, after-school assignments, or other disciplinary measures are assigned, the student is responsible for complying with such disciplinary measures. A failure to serve such assigned discipline as directed will serve as grounds for further discipline, up to expulsion from school.
- B. Student Conduct Expectations. Students are not to engage in conduct which causes or which creates a reasonable likelihood that it will cause a substantial disruption in or material interference with any school function, activity or purpose or interfere with the health, safety, well being or rights of other students, staff or visitors.
  - C. Grounds for Short-Term Suspension, Long-Term Suspension, Expulsion or Mandatory Reassignment. The following conduct has been determined by the Board of Education to have the potential to seriously affect the health, safety or welfare of students, staff and other persons or to otherwise seriously interfere with the educational process. Such conduct constitutes grounds for long-term suspension, expulsion, or mandatory reassignment, and any other lesser forms of discipline. The conduct is subject to the

consequence of long-term suspension, expulsion, or mandatory reassignment where it occurs on school grounds, in a vehicle owned, leased, or contracted by the school and being used for a school purpose or in a vehicle being driven for a school purpose by a school employee or an employee's designee, or at a school-sponsored activity or athletic event.

1. Willfully disobeying any reasonable written or oral request of a school staff member, or the voicing of disrespect to those in authority.
2. Use of violence, force, coercion, threat, intimidation, harassment, or similar conduct in a manner that constitutes a substantial interference with school purposes or making any communication that a reasonable recipient would interpret as a serious expression of an intent to harm or cause injury to another.
3. Willfully causing or attempting to cause substantial damage to property, stealing or attempting to steal property of substantial value, repeated damage or theft involving property, or setting or attempting to set a fire of any magnitude.
4. Causing or attempting to cause personal injury to any person, including any school employee, school volunteer, or student. Personal injury caused by accident, self-defense, or other action undertaken on the reasonable belief that it was necessary to protect some other person shall not constitute a violation of this subdivision.
5. Threatening or intimidating any student for the purpose of or with the intent of obtaining money or anything of value from such student or making a threat which causes or may be expected to cause a disruption to school operations.
6. Knowingly possessing, handling, or transmitting any object or material that is ordinarily or generally considered a weapon or that has the appearance of a weapon or bringing or possessing any explosive device, including fireworks.
7. Engaging in selling, using, possessing or dispensing of alcohol, tobacco, narcotics, drugs, controlled substance, or an inhalant; being under the influence of any of the above; possession of drug paraphernalia, or the selling, using, possessing, or dispensing of an imitation controlled substance as defined in section 28-401 of the Nebraska statutes, or material represented to be alcohol, narcotics, drugs, a controlled substance or inhalant. Tobacco means any tobacco product (including but not limited to cigarettes, cigars, and chewing tobacco), vapor products (such as e-cigarettes), **electronic nicotine delivery systems**, alternative nicotine products, tobacco product look-alikes, and products intended to replicate tobacco products either by appearance or effect. Use of a controlled substance in the manner prescribed for the student by the student's physician is not a violation. The term "under the influence" has a less strict meaning than it does under criminal law; for school purposes, the term means any level of impairment and includes even the odor of alcohol or illegal substances on the breath or person of a student; also, it includes being impaired by reason of the abuse of any material used as a stimulant.
8. Public indecency or sexual conduct.
9. Engaging in bullying, which includes any ongoing pattern of physical, verbal, or electronic abuse on school grounds, in a vehicle owned, leased, or contracted by a school being used for a school purpose by a school employee or a school

- employee's designee, or at school-sponsored activities or school-sponsored athletic events.
10. Sexually assaulting or attempting to sexually assault any person. This conduct may result in an expulsion regardless of the time or location of the offense if a complaint alleging such conduct is filed in a court of competent jurisdiction.
  11. Engaging in any activity forbidden by law which constitutes a danger to other students or interferes with school purposes. This conduct may result in an expulsion regardless of the time or location of the offense if the conduct creates or had the potential to create a substantial interference with school purposes, such as the use of the telephone or internet off-school grounds to threaten.
  12. A repeated violation of any rules established by the school district or school officials if such violations constitute a substantial interference with school purposes.
  13. Truancy or failure to attend assigned classes or assigned activities; or tardiness to school, assigned classes or assigned activities.
  14. The use of language, written or oral, or conduct, including gestures, which is profane or abusive to students or staff members. Profane or abusive language or conduct includes, but is not limited to, that which is commonly understood and intended to be derogatory toward a group or individual based upon race, gender, disability, national origin, or religion.
  15. Dressing or grooming in a manner which is dangerous to the student's health and safety or a danger to the health and safety of others or repeated violations of the student dress and grooming standards; dressing, grooming, or engaging in speech that is lewd or indecent, vulgar or plainly offensive; dressing, grooming, or engaging in speech that school officials reasonably conclude will materially and substantially disrupt the work and discipline of the school; dressing, grooming, or engaging in speech that a reasonable observer would interpret as advocating illegal drug use.
  16. Willfully violating the behavioral expectations for riding school buses or vehicles.
  17. A student who engages in the following conduct shall be expelled for the remainder of the school year in which it took effect if the misconduct occurs during the first semester, and if the expulsion for such conduct takes place during the second semester, the expulsion shall remain in effect for the first semester of the following school year, with the condition that such action may be modified or terminated by the school district during the expulsion period on such terms as the administration may establish:
    - a. The knowing and intentional use of force in causing or attempting to cause personal injury to a school employee, school volunteer, or student, except if caused by accident, self-defense, or on the reasonable belief that the force used was necessary to protect some other person and the extent of force used was reasonably believed to be necessary, or
    - b. The knowing and intentional possession, use, or transmission of a dangerous weapon other than a firearm.

18. Knowingly and intentionally possessing, using, or transmitting a firearm on school grounds, in a school-owned or utilized vehicle, or during an educational function or event off school grounds, or at a school-sponsored activity or athletic event. This conduct shall result in an expulsion for one calendar year. "Firearm" means a firearm as defined in 18 U.S.C. 921, as that statute existed on January 1, 1995. That statute includes the following statement: "The term 'firearm' means (a) any weapon (including a starter gun) which will or is designed to or may readily be converted to expel a projectile by the action of an explosive; (b) the frame or receiver of any such weapon; (c) any firearm muffler or firearm silencer; or (d) any destructive device." The Superintendent may modify such one year expulsion requirement on a case-by-case basis, provided that such modification is in writing.

Bringing a firearm or other dangerous weapon to school for any reason is discouraged; however, a student will not be subject to disciplinary action if the item is brought or possessed under the following conditions:

- a. Prior written permission to bring the firearm or other dangerous weapon to school is obtained from the student's teacher, building administrator and parent.
- b. The purpose of having the firearm or other dangerous weapon in school is for a legitimate educational function.
- c. A plan for its transportation into and from the school, its storage while in the school building and how it will be displayed must be developed with the prior written approval by the teacher and building administrator. Such plan shall require that such item will be in the possession of an adult staff member at all times except for such limited time as is necessary to fulfill the educational function.
- d. The firearm or other dangerous weapon shall be in an inoperable condition while it is on school grounds.

- D. Additional Student Conduct Expectations and Grounds for Discipline. The following additional student conduct expectations are established. Failure to comply with such rules is grounds for disciplinary action. When such conduct occurs on school grounds, in a vehicle owned, leased, or contracted by a school being used for a school purpose or in a vehicle being driven for a school purpose by a school employee or by his or her designee, or at a school-sponsored activity or athletic event, the conduct is grounds for long-term suspension, expulsion or mandatory reassignment.

1. Student Appearance: Students are expected to dress in a way that is appropriate for the school setting. Students should not dress in a manner that is dangerous to the health and safety of anyone or interferes with the learning environment or teaching process in our school. Following is a list of examples of attire that will not be considered appropriate, such list is not exclusive and other forms of attire deemed inappropriate by the administration may be deemed inappropriate for the school setting:

- a. Clothing that shows an inappropriate amount of bare skin or underwear (midriffs, spaghetti straps, sagging pants) or clothing that is too tight, revealing or baggy, or tops and bottoms that do not overlap or any material that is sheer or lightweight enough to be seen through, or otherwise of an appropriate size and fit so as to be revealing or drag on the ground.
- b. Shorts, skirts, or skorts that do not reach mid-thigh or longer.
- c. Clothing or jewelry that advertises or promotes beer, alcohol, tobacco, or illegal drugs.
- d. Clothing or jewelry that could be used as a weapon (chains, spiked apparel) or that would encourage “horse-play” or that would damage property (e.g. cleats).
- e. Head wear including hats, caps, bandannas, and scarves.
- f. Clothing or jewelry which exhibits nudity, makes sexual references or carries lewd, indecent, or vulgar double meaning.
- g. Clothing or jewelry that is gang related.
- h. Visible body piercing (other than ears).

Consideration will be made for students who wear special clothing as required by religious beliefs, disability, or to convey a particularized message protected by law. The final decision regarding attire and grooming will be made by the Principal or Superintendent. In the event a student is uncertain as to whether a particular item or method of grooming is consistent with the school’s guidelines, the student should contact the Principal for approval, and may also review such additional posting of prohibited items or grooming which may be available in the Principal’s office.

Coaches, sponsors or teachers may have additional requirements for students who are in special lab classes, students who are participants in performing groups or students who are representing the school as part of an extracurricular activity program.

On a first offense of the dress code, the student may call home for proper apparel. If clothes cannot be brought to school, the student will be assigned to in-school suspension for the remainder of the day. Students will not be allowed to leave campus to change clothes. Continual violations of the dress code will result in more stringent disciplinary actions, up to expulsion. Further, in the event the dress code violation is determined to also violate other student conduct rules (e.g., public indecency, insubordination, expression of profanity, and the like), a first offense of the dress code may result in more stringent discipline, up to expulsion.

## 2. Academic Integrity.

- a. Policy Statement: Students are expected to abide by the standards of academic integrity established by their teachers and school administration. Standards of academic integrity are established in order for students to

learn as much as possible from instruction, for students to be given grades which accurately reflect the student's level of learning and progress, to provide a level playing field for all students, and to develop appropriate values.

Cheating and plagiarism violate the standards of academic integrity. Sanctions will be imposed against students who engage in such conduct.

- b. Definitions: The following definitions provide a guide to the standards of academic integrity:
- (1) "Cheating" means intentionally misrepresenting the source, nature, or other conditions of academic work so as to accrue undeserved credit, or to cooperate with someone else in such misrepresentation. Such misrepresentations may, but need not necessarily, involve the work of others. Cheating includes, but is not limited to:
    - (a) Tests (includes tests, quizzes and other examinations or academic performances):
      - (i) Advance Information: Obtaining, reviewing or sharing copies of tests or information about a test before these are distributed for student use by the instructor. For example, a student engages in cheating if, after having taken a test, the student informs other students in a later section of the questions that appear on the test.
      - (ii) Use of Unauthorized Materials: Using notes, textbooks, pre-programmed formulae in calculators, or other unauthorized material, devices or information while taking a test except as expressly permitted. For example, except for "open book" tests, a student engages in cheating if the student looks at personal notes or the textbook during the test.
      - (iii) Use of Other Student Answers: Copying or looking at another student's answers or work, or sharing answers or work with another student, when taking a test, except as expressly permitted. For example, a student engages in cheating if the student looks at another student's paper during a test. A student also engages in cheating if the student tells another student answers during a test or while exiting the testing room, or knowingly allows another student to look at the student's answers on the test paper.
      - (iv) Use of Other Student to Take Test. Having another person take one's place for a test, or taking a test for

- another student, without the specific knowledge and permission of the instructor.
- (v) Misrepresenting Need to Delay Test. Presenting false or incomplete information in order to postpone or avoid the taking of a test. For example, a student engages in cheating if the student misses class on the day of a test, claiming to be sick, when the student's real reason for missing class was because the student was not prepared for the test.
- (b) Papers (includes papers, essays, lab projects, and other similar academic work):
- i) Use of Another's Paper: Copying another student's paper, using a paper from an essay writing service, or allowing another student to copy a paper, without the specific knowledge and permission of the instructor.
- (ii) Re-use of One's Own Papers: Using a substantial portion of a piece of work previously submitted for another course or program to meet the requirements of the present course or program without notifying the instructor to whom the work is presented.
- (iii) Assistance from Others: Having another person assist with the paper to such an extent that the work does not truly reflect the student's work. For example, a student engages in cheating if the student has a draft essay reviewed by the student's parent or sibling, and the essay is substantially re-written by the student's parent or sibling. Assistance from home is encouraged, but the work must remain the student's.
- (iv) Failure to Contribute to Group Projects. Accepting credit for a group project in which the student failed to contribute a fair share of the work.
- (v) Misrepresenting Need to Delay Paper. Presenting false or incomplete information in order to postpone or avoid turning in a paper when due. For example, a student engages in cheating if the student misses class on the day a paper is due, claiming to be sick, when the student's real reason for missing class was because the student had not finished the paper.
- (c) Alteration of Assigned Grades. Any unauthorized alteration of assigned grades by a student in the teacher's grade book or the school records is a serious form of cheating.

- (2) “Plagiarism” means to take and present as one's own a material portion of the ideas or words of another or to present as one's own an idea or work derived from an existing source without full and proper credit to the source of the ideas, words, or works. Plagiarism includes, but is not limited to:
    - (a) Failure to Credit Sources: Copying work (words, sentences, and paragraphs or illustrations or models) directly from the work of another without proper credit. Academic work frequently involves use of outside sources. To avoid plagiarism, the student must either place the work in quotations or give a citation to the outside source.
    - (b) Falsely Presenting Work as One's Own: Presenting work prepared by another in final or draft form as one's own without citing the source, such as the use of purchased research papers or use of another student's paper.
  - (3) “Contributing” to academic integrity violations means to participate in or assist another in cheating or plagiarism. It includes but is not limited to allowing another student to look at your test answers, to copy your papers or lab projects, and to fail to report a known act of cheating or plagiarism to the instructor or administration.
- c. Sanctions: The following sanctions will occur when a student engages in cheating, plagiarism, or contributing to an academic integrity offense:
- (1) Academic Sanction. The instructor will refuse to accept the student's work in which the academic integrity offense took place, assign a grade of "F" or zero for the work, and require the student to complete a test or project in place of the work within such time and under such conditions as the instructor may determine appropriate. In the event the student completes the replacement test or project at a level meeting minimum performance standards, the instructor will assign a grade which the instructor determines to be appropriate for the work.
  - (2) Report to Parents and Administration. The instructor will notify the Principal of the offense and the instructor or Principal will notify the student's parents or guardian.
  - (3) Student Discipline Sanctions. Academic integrity offenses are a violation of school rules. The Principal may recommend sanctions in addition to those assigned by the instructor, up to and including suspension or expulsion. Such additional sanctions will be given strong consideration where a student has engaged in serious or repeated academic integrity offense or other rule violations, and where the academic sanction is otherwise not a sufficient remedy,

such as for offenses involving altering assigned grades or contributing to academic integrity violations.

3. Electronic Devices

- a. Philosophy and Purpose. The District strongly discourages students from bringing and/or using electronic devices at school. The use of electronic devices can be disruptive to the educational process and are items that are frequently lost or stolen. In order to maintain a secure and orderly learning environment, and to promote respect and courtesy regarding the use of electronic devices, the District hereby establishes the following rules and regulations governing student use of electronic devices, and procedures to address student misuse of electronic devices.
- b. Definitions.
- (1) “Electronic devices” include, but are not limited to, cell phones, Mp3 players, iPods, personal digital assistants (PDAs), compact disc players, portable game consoles, cameras, digital scanners, lap top computers, and other electronic or battery powered instruments which transmit voice, text, or data from one person to another.
  - (2) “Sexting” means generating, sending or receiving, encouraging others to send or receive, or showing others, through an electronic device, a text message, photograph, video or other medium that:
    - (i) Displays sexual content, including erotic nudity, any display of genitalia, unclothed female breasts, or unclothed buttocks, or any sexually explicit conduct as defined at Neb. Rev. Stat. § 28-1463.02; or
    - (ii) Sexually exploits a person, whether or not such person has given consent to creation or distribution of the message, photograph or video by permitting, allowing, encouraging, disseminating, distributing, or forcing such student or other person to engage in sexually explicit, obscene or pornographic photography, films, or depictions; or,
    - (iii) Displays a sexually explicit message for sexual gratification, flirtation or provocation, or to request or arrange a sexual encounter.
- c. Possession and Use of Electronic Devices.
- (1) Students are not permitted to possess or use any electronic devices during class time or during passing time except as otherwise provided by this policy. Cell phone usage is strictly prohibited during any class period; including voice usage, digital imaging, or text messaging.
  - (2) Students are permitted to possess and use electronic devices before school hours, at lunch time, and after school hours, provided that

the student not commit any abusive use of the device (see paragraph (d)(1). Administrators have the discretion to prohibit student possession or use of electronic devices on school grounds during these times in the event the administration determines such further restrictions are appropriate; an announcement will be given in the event of such a change in permitted use.

- (3) Electronic devices may be used during class time when specifically approved by the teacher or a school administrator in conjunction with appropriate and authorized class or school activities or events (i.e., student use of a camera during a photography class; student use of a lap top computer for a class presentation).
- (4) Students may use electronic devices during class time when authorized pursuant to an Individual Education Plan (IEP), a Section 504 Accommodation Plan, or a Health Care Plan, or pursuant to a plan developed with the student's parent when the student has a compelling need to have the device (e.g., a student whose parent is in the hospital could be allowed limited use of the cell phone for family contacts, so the family can give the student updates on the parent's condition).

d. Violations

- (1) Prohibited Use of Electronic Devices: Students shall not use electronic devices for: (a) activities which disrupt the educational environment; (b) illegal activities in violation of state or federal laws or regulations; (c) unethical activities, such as cheating on assignments or tests; (d) immoral or pornographic activities; (e) activities in violation of Board or school policies and procedures relating to student conduct and harassment; (f) recording others (photographs, videotaping, sound recording, etc.) or otherwise transmitting images and/or sounds of another person or persons without direct administrative approval and consent of the person(s) being recorded, other than recording of persons participating in school activities that are open to the public; (g) "sexting;" or (h) activities which invade the privacy of others. Such student misuses will be dealt with as serious school violations, and immediate and appropriate disciplinary action will be imposed, including, but not limited to, suspension and expulsion from school.
- (2) Disposition of Confiscated Electronic Devices: Electronic devices possessed or used in violation of this policy may be confiscated by school personnel and returned to the student or parent/guardian at an appropriate time. If an electronic device is confiscated, the electronic device shall be taken to the school's main office to be identified, placed in a secure area, and returned to the student and/or the student's parent/guardian in a consistent and orderly way.

- (i) First Violation: Depending upon the nature of the violation and the imposition of other appropriate disciplinary action, consequences at a minimum may include a relinquishment of the electronic device to the school administration and a conference between the student and school principal or assistant principal. The electronic device shall remain in the possession of the school administration until such time as the student personally comes to the school's main office and retrieves the electronic device.
  - (ii) Second Violation: Depending upon the nature of the violation and the imposition of other appropriate disciplinary action, consequences at a minimum may include a relinquishment of the electronic device to the school administration and a conference between the student and his/her parent/guardian and the school principal or assistant principal. The electronic device shall remain in the possession of the school administration until such time as the student's parent/guardian personally comes to the school's main office and retrieves the electronic device.
  - (iii) Third Violation: Depending upon the nature of the violation and the imposition of other appropriate disciplinary action, consequences at a minimum may include a relinquishment of the electronic device to the school administration, a conference between the student and his/her parent/guardian and the school principal or assistant principal, and suspension of the student from school. The electronic device shall remain in the possession of the school administration until such time as the student's parent/guardian personally comes to the school's main office and retrieves the electronic device.
- (3) Penalties for Prohibited Use of Electronic Devices: Students who receive a "sexting" message are to report the matter to a school administrator and then delete such message from their electronic device. Students shall not participate in sexting or have any "sexting" message on their electronic devices regardless of when the message was received while on school grounds or at a school activity. Students who violate the prohibitions of this policy shall be subject to the imposition of appropriate disciplinary action, up to and including expulsion, provided that at a minimum the following penalties shall be imposed:
- (i) Students found in possession of a "sexting" message shall be subject to a one (1) day suspension from school.
  - (ii) Students who send or encourage another to send a "sexting" message shall be subject to a five (5) day suspension from school.

- (4) Reporting to Law Enforcement: Violations of this policy regarding the prohibited use of electronic devices that may constitute a violation of federal or state laws and regulations, including, but not limited to, the Nebraska Child Protection Act or the Nebraska Child Pornography Prevention Act shall be reported to appropriate legal authorities and law enforcement.
- e. Responsibility for Electronic Devices. Students or their parents/guardians are expected to claim a confiscated electronic device within ten (10) days of the date it was relinquished. The school shall not be responsible, financially or otherwise, for any unclaimed electronic devices. By bringing such devices to school, students and parents authorize the school to dispose of unclaimed devices at the end of each semester. The District is not responsible for the security and safekeeping of students' electronic devices and is not financially responsible for any damage, destruction, or loss of electronic devices.
- E. Inappropriate Public Displays of Affection (IPDA): Students are not to engage in inappropriate public displays of affection on school property or at school activities. Such conduct includes kissing, touching, fondling or other displays of affection that would be reasonably considered to be embarrassing or a distraction to others. Students will face the following consequences for IPDA:
1. 1st Offense: Student will be confronted and directed to cease.
  2. 2nd Offense: Student will be confronted, directed to cease, and parents will be notified.
  3. 3rd Offense: Student will be suspended from school for a minimum of 1 day, and parents and student will need to meet with Administrator(s) and/or counselor.
- If this type of behavior continues, or if the IPDA is lewd or constitutes sexual conduct, the student could face long-term suspension or expulsion.
- F. Specific Rule Items: The following conduct may result in disciplinary action which, in the repeated violations, may result in discipline up to expulsion:
1. Students are not given locker passes, restroom passes or telephone passes to leave a classroom or study hall unless special circumstances arise.
  2. Students in the hallway during class time must have a pass with them.
  3. Gum, candy, seeds, etc. are not allowed in the school building or classrooms. The pop machine is closed until after school and pop is to be drunk outside.
  4. Students are expected to bring all books and necessary materials to class. This includes study halls.
  5. Assignments for all classes are due as assigned by the teacher.
  6. Students are not to operate the mini-blinds or the windows.
  7. Classes are ended by the teacher. Students are not to begin to pack up or leave the class until the dismissal bell has rung or the teacher has dismissed the class.
  8. Students are to be in their seats and ready for class on the tardy bell.

9. Special classes such as Industrial Technology, Art, P.E., and computer courses will have other safety or clean-up rules that will be explained to students by that teacher which must be followed.
10. Students are not to bring “nuisance items” to school. A nuisance item is something that is not required for educational purposes and which would cause a distraction to the student or others.
11. Students are to stand back from the entry steps and doors in the mornings before school and at noon before the bell so that others may pass in and out of the entry doors.
12. Snow handling is prohibited.

G. Law Violations

1. Any act of a student which is a basis for expulsion and which the principal or designee knows or suspects is a violation of the Nebraska Criminal Code will be reported to law enforcement as soon as possible. Conduct to be reported for law enforcement referral includes conduct that may constitute a felony, conduct which may constitute a threat to the safety or well-being of students or others in school programs and activities, and conduct that the legal system is better equipped to address than school officials. Conduct that does not need to be reported for law enforcement referral includes typical adolescent behavior that can be addressed by school administrators without the involvement of law enforcement. In making the decision of whether to report, consideration should be given to the student’s maturity, mental capacity, and behavioral disorders, where applicable. When appropriate, it shall be the responsibility of the referring administrator to contact the student’s parent of the fact that the referral to legal authorities has been or will be made.  
The foregoing reporting standards shall be reviewed annually by the school board on or before August 1 of each year, be annually reviewed in collaboration with the County Attorney each year, be distributed to each student and his or her parent or guardian at the beginning of each school year, or at the time of enrollment if during the school year, and shall be posted in conspicuous places in each school during the school year.
2. When a principal or other school official releases a minor student to a peace officer (e.g., police officer, sheriff, and all other persons with similar authority to make arrests) for the purpose of removing the minor from the school premises, the principal or other school official shall take immediate steps to notify the parent, guardian, or responsible relative of the minor regarding the release of the minor to the officer and regarding the place to which the minor is reportedly being taken, except when a minor has been taken into custody as a victim of suspected child abuse, in which case the principal or other school official shall provide the peace officer with the address and telephone number of the minor's parents or guardian.

Article 5

**STUDENTS**

Policy No. 5010

Legal Reference: Neb. Rev. Stat. sections 79-254 to 79-296

Date of Adoption: 8/6/18

SCHOOL DISTRICT 145  
WAVERLY, NEBRASKA

StudentsDrug and Substance Use and Prevention**Drug-Free Schools**

The District shall implement regulations and practices which will ensure compliance with the Drug-Free Schools and Communities Act and all regulations and rules promulgated pursuant thereto. The District's safe and drug-free schools program is established in accordance with principles of effectiveness as required by law to respond to such harmful effects.

**Education and Prevention**

The District promotes comprehensive, age appropriate, developmentally based drug and alcohol education and prevention programs, which will include in the curriculum the teaching of both proper and incorrect use of drugs and alcohol for all students in all grades of this School District. Further, the District will have proper in-service orientation and training for all employed staff.

**Standards of Conduct; Notice to Students and Parents**

Students are to be provided a copy of the standards of conduct for student behavior in the District which prohibit the unlawful possession, use, or distribution of illicit drugs and alcohol on school premises or as a part of any of the school's activities. It shall be the further policy of the District to keep a file showing receipt of standards of conduct and a statement of disciplinary sanctions that may be taken for violations of such standards of conduct. The receipt shall be signed by both student and parent or guardian and returned to the respective Principal. It shall contain in prominent letters the following language:

"RECEIPT SHALL SERVE TO DEMONSTRATE THAT YOU AS PARENT OR GUARDIAN OF A STUDENT ATTENDING [NAME] PUBLIC SCHOOLS HAVE RECEIVED NOTICE OF THE STANDARDS OF CONDUCT OF THIS DISTRICT EXPECTED OF STUDENTS CONCERNING THE ABSOLUTE PROHIBITION AGAINST THE UNLAWFUL POSSESSION, USE, OR DISTRIBUTION OF ILLICIT DRUGS AND ALCOHOL ON SCHOOL PREMISES OR AS A PART OF ANY OF THE SCHOOL'S ACTIVITIES AS DESCRIBED IN BOARD POLICY OR ADMINISTRATIVE REGULATION. THIS NOTICE IS BEING PROVIDED TO YOU PURSUANT TO P.L. 101-226 AND 34 C.F.R. PART 86, BOTH FEDERAL LEGAL REQUIREMENTS FOR THE DISTRICT TO OBTAIN ANY FEDERAL FINANCIAL ASSISTANCE. YOUR SIGNATURE ON THIS RECEIPT ACKNOWLEDGES THAT YOU AND YOUR CHILD OR CHILDREN WHO ARE STUDENTS ATTENDING THIS DISTRICT FULLY UNDERSTAND THE DISTRICT'S POSITION ABSOLUTELY PROHIBITING THE UNLAWFUL POSSESSION, USE, OR DISTRIBUTION OF ILLICIT DRUGS AND ALCOHOL ON SCHOOL PREMISES OR AS A PART OF THE SCHOOL'S ACTIVITIES AS HEREIN ABOVE DESCRIBED AND THAT COMPLIANCE WITH THESE STANDARDS IS MANDATORY. ANY NON-COMPLIANCE WITH THESE STANDARDS CAN AND WILL RESULT IN PUNITIVE MEASURES BEING

TAKEN AGAINST ANY STUDENT FAILING TO COMPLY WITH THESE STANDARDS."

**Drug and Alcohol Education and Prevention Program of the District Pursuant to the Safe and Drug-Free Schools and Communities Laws and Regulations**

Students are to be provided an age appropriate, developmentally based drug and alcohol education and prevention program. The program educates on the adverse effects of the use of illicit drugs and alcohol, with the primary objective being the prevention of illicit drug and alcohol use by students.

**Drug and Alcohol Counseling, Rehabilitation and Re-entry Programs**

Students are to be provided information concerning available drug and alcohol counseling, rehabilitation, and re-entry programs within sixty miles of the administrative offices of the District or, where no such services are found, within the State of Nebraska. Information concerning such resources shall be presented to all of the students of the District upon request by the counselor.

In the event of disciplinary proceedings against any student for any District policy pertaining to the prohibition against the unlawful possession, use, or distribution of illicit drugs and alcohol, appropriate school personnel shall confer with any such student and his or her parents or guardian concerning available drug and alcohol counseling, rehabilitation, and re-entry programs that appropriate school personnel shall consider to be of benefit to any such student and his or her parent or parents or guardian.

**Safe and Drug-Free Schools-- Parental Notice of Right to Withdraw**

Parents will be notified that, if upon receipt of information regarding the content of safe and drug free school programs and activities other than classroom instruction a parent objects to the participation of their child in such programs and activities, the parent may notify the School District of such objection in writing. Upon the receipt of such notice the student will be withdrawn from the program or activity to which parental objection has been made.

**Standards of Student Conduct Pertaining to the Possession, Use, or Distribution of Illicit Drugs, Alcohol or Tobacco.**

These standards are in addition to standards of student conduct elsewhere adopted by board policy or administrative regulation. The District's standards prohibit the possession, use, or distribution of illicit drugs, alcohol or tobacco (including electronic nicotine delivery systems) on school premises, in school vehicles, or as a part of any of the school's activities on or off school premises. Conduct prohibited at places and activities as hereinabove described shall include, but not be limited to, the following:

1. Possession, use distribution or being under the influence of any controlled substance, including but not limited to marijuana, any narcotic drug, any hallucinogen, any stimulant, or any depressant.
2. Possession of any prescription drug in an unlawful fashion.
3. Possession, use, distribution or being under the influence of alcohol.
4. Possession, use, distribution, or being under the influence of any abusable glue or aerosol paint or any other chemical substance for inhalation, including but not limited

- to lighter fluid, whiteout, and reproduction fluid, when such activity constitutes a substantial interference with school purposes.
5. Possession, use, or distribution of any look-alike drug or look-alike controlled substance when such activity constitutes a substantial interference with school purposes.
  6. Possession, use or distribution of any tobacco product (including electronic nicotine delivery systems).

### **Disciplinary Sanctions**

Violation of any of the above prohibited acts will result in disciplinary sanction being taken within the bounds of applicable law, up to and including short term suspension, long term suspension, expulsion, and referral to appropriate authorities for criminal prosecution. In particular, students should be aware that:

1. Violation of these standards may result in suspension or expulsion.
2. Prohibited substances will be confiscated and turned over to law enforcement authorities.
3. The student may be referred for counseling or treatment.
4. Parents or legal guardian will be notified.
5. Law enforcement will be notified.
6. If it appears there is imminent danger to the student, other students, school personnel, or students involved, emergency medical services will be contacted.

### **Intervention**

The [Name] Public School District does not have the authority or responsibility to make medical or health determinations regarding chemical dependency. However, when observed behavior indicates that a problem exists which may affect the student's ability to learn or function in the educational climate or activity, the school then has the right and responsibility to refer the student for a formal chemical dependency diagnosis based on behavior observed by school staff. The school will issue a statement to all students and employed staff that the use of illicit drugs and the unlawful possession and use of alcohol is wrong and harmful. The school shall make available to students and employed staff information about any drug and alcohol counseling, and rehabilitation and re-entry programs, which are available to students.

### **Administration**

The administration is authorized to adopt such administrative rules, regulations or practices necessary to properly implement this policy. Such regulations, rules or practices may vary the procedures set forth herein to the extent necessary to fit the circumstances of an individual situation. Such rules, regulations and practices may include administrative forms, such as checklists to be used by staff to record observed behavior and to determine the proper plan of action.

Date of Adoption: [Insert Date]

StudentsExtracurricular Activity**Section 1 Extracurricular Activity Philosophy**

Extracurricular activity programs enrich the curriculum of the school by making available a wide variety of activities in which a student can participate. Extracurricular activity programs are considered an integral part of the school's program of education that provide experiences that will help students physically, mentally and emotionally.

The element of competition and winning, though it exists, is controlled to the point it does not determine the nature or success of the program. This is considered to be educationally and psychologically sound because of the training it offers for living in a competitive society. Students are stimulated to want to win and excel, but the principles of good sportsmanship prevail at all times to enhance the educational values of contests. Participation in activities, both as a competitor and as a student spectator, is an integral part of the students' educational experiences. Such participation is a privilege that carries with it responsibilities to the school, team, student body, community and the students themselves. In their play and their conduct, students are representing all of these groups. Such experiences contribute to the knowledge, skill and emotional patterns that they possess, thereby making them better individuals and citizens.

Safety

The District's philosophy is to maintain an activities program which recognizes the importance of the safety of the participants. To ensure safety, participants are required to become fully familiar with the dangers and safety measures established for the activity in which they participate, to adhere to all safety instructions for the activity in which they participate, to inform their coach or sponsor when they are injured or have health problems that require their activities be restricted, and to exercise common-sense.

Warning for Participants and Parents

The purpose of this warning is to bring your attention to the existence of potential dangers associated with athletic injuries. Participation in any intramural or athletic activity may involve injury of some type. The severity of such injury can range from minor cuts, bruises, sprains and muscle strains to more serious injuries to the body's bones, joints, ligaments, tendons, or muscles, to catastrophic injuries to the head, neck and spinal cord. On rare occasions, injuries can be so severe as to result in total disability, paralysis or death. Even with appropriate coaching, appropriate safety instruction, appropriate protective equipment and strict observance of the rules, injuries are still a possibility.

**Section 2 Extracurricular Activity Code of Conduct**

Purpose of the Code of Conduct. Participation in extracurricular activities is a privilege. The privilege carries with it responsibilities to the school, team, student body, and the community. Participants are not only representing themselves, but also their school and community in all of their actions. Others judge our school on the student participants' conduct and attitudes, and how they contribute to our school spirit and community image.

The student participants' performance and devotion to high ideals and values make their school and community proud. Consequently, participation is dependent upon adherence to this Code of Conduct and the school district's policies, procedures and rules.

**Scope of the Code of Conduct.**

Activities Subject to the Code of Conduct: The Code of Conduct applies to all extracurricular activities. Extracurricular activities means student activities or organizations which are supervised or administered by the school district which do not count toward graduation or grade advancement and in which participation is not otherwise required by the school.

Extracurricular activities include but are not limited to: all sports, cheerleading, dance team, Pep Club, Pep Band, vocal, band, speech and drama, One-Act, FBLA, FCCLA, Spanish Club, Art Club, Student Council, Student Advisory Board, National Honor Society, and other school sponsored organizations and activities. The Code of Conduct also applies to participation in school sponsored activities such as school dances and royalty for such activities.

A participant means a student who participates in, has participated in, or will participate in an extracurricular activity.

When: The Code of Conduct rules apply to conduct which occurs at any time during the school year, and also includes the time frame which begins with the official starting day of the fall sport season established by the NSAA and extends to the last day of the spring sport season established by the NSAA, whether or not the student is a participant in an activity at the time of such conduct.

The rules also apply when a student is participating or scheduled to participate in an extracurricular activity that is held outside the school year or the NSAA season. For example, if an FBLA or FCCLA student plans to participate in a conference in July and commits a Code of Conduct infraction in June, the student may be suspended from participating in the conference. Conduct during the summer months may also affect a student's participation under the team selection and playing time guidelines.

Where: The Code of Conduct rules apply regardless of whether the conduct occurs on or off school grounds. If the conduct occurs on school grounds, at a school function or event, or in a school vehicle, the student may also be subject to further discipline under

the general student code of conduct. A student who is suspended or expelled from school shall not be permitted to participate in activities during the period of the suspension or expulsion, and may also receive an extended activity suspension.

**Grounds for Extracurricular Activity Discipline.** Students who participate in extracurricular activities are expected to demonstrate cooperation, patience, pride, character, self respect, self-discipline, teamwork, sportsmanship, and respect for authority. The following conduct rules have been determined by the Board of Education to be reasonably necessary to aid students, further school purposes, and prevent interference with the educational process. Such conduct constitutes grounds for suspension from participation in extracurricular activities and grounds for other restrictions or disciplinary measures related to extracurricular activity participation:

1. Willfully disobeying any reasonable written or oral request of a school staff member, or the voicing of disrespect to those in authority.
2. Use of violence, force, coercion, threat, intimidation, bullying, harassment or similar conduct in a manner that constitutes a substantial interference with school or extracurricular activity purposes or making any communication that a reasonable person would interpret as a serious expression of an intent to harm or cause injury to another.
3. Willfully causing or attempting to cause substantial damage to property, stealing or attempting to steal property, repeated damage or theft involving property or setting or attempting to set a fire of any magnitude.
4. Causing or attempting to cause personal injury to any person, including a school employee, school volunteer, or student. Personal injury caused by accident, self-defense, or other action undertaken on the reasonable belief that it was necessary to protect another person shall not constitute a violation.
5. Threatening or intimidating any student for the purpose of, or with the intent of, obtaining money or anything of value from a student or making a threat which causes or may be expected to cause a disruption to school operations.
6. Knowingly possessing, handling, or transmitting any object or material that is ordinarily or generally considered a weapon or that has the appearance of a weapon, or bringing or possessing any explosive device, including fireworks, on school grounds or at a school function or event, or in a manner that is unlawful or contrary to school activity rules.
7. Engaging in selling, using, possessing or dispensing of alcohol, tobacco, narcotics, drugs, controlled substance, or an inhalant; being under the influence of any of the above; possession of drug paraphernalia, or the selling, using, possessing, or dispensing of an imitation controlled substance as defined in section 28-401 of the Nebraska statutes, or material represented to be alcohol, narcotics, drugs, a controlled substance or inhalant. Tobacco means any tobacco product (including but not limited to cigarettes, cigars, and chewing tobacco), vapor products (such as e-cigarettes), electronic nicotine delivery systems, alternative nicotine products, tobacco product look-alikes, and products intended to replicate tobacco products either by appearance or effect. Use of a controlled substance in the manner prescribed for the student by the student's physician is

not a violation. The term “under the influence” has a less strict meaning than it does under criminal law; for school purposes, the term means any level of impairment and includes even the odor of alcohol or illegal substances on the breath or person of a student; also, it includes being impaired by reason of the abuse of any material used as a stimulant.

8. Public indecency.
9. Sexual assault or attempting to sexually assault any person. Engaging in sexual conduct, even if consensual, on school grounds or at a school function or event.
10. Engaging in any activity forbidden by law which constitutes a danger to other students, interferes with school purposes or an extracurricular activity, or reflects a lack of high ideals.
11. Repeated violation of any of the school rules.
12. Truancy or failure to attend assigned classes or assigned activities; or tardiness to school, assigned classes or assigned activities.
13. The use of language, written or oral, or conduct, including gestures, which is profane or abusive to a school employee, school volunteer, or student. Profane or abusive language or conduct includes, but is not limited to, that which is commonly understood and intended to be derogatory toward a group or individual based upon race, gender, national origin, or religion.
14. Dressing or grooming in a manner which is dangerous to the student’s health and safety or a danger to the health and safety of others or repeated violations of dress and grooming standards; dressing, grooming, or engaging in speech that is lewd or indecent, vulgar or plainly offensive; dressing, grooming, or engaging in speech that school officials reasonably conclude will materially and substantially disrupt the work and discipline of the school or of an extracurricular activity; dressing, grooming, or engaging in speech that a reasonable observer would interpret as advocating illegal drug use.
15. Willfully violating the behavioral expectations for those students riding [Name] Public Schools buses or vehicles used for activity purposes.
16. Failure to report for the activity at the beginning of the season. Reporting for one activity may count as reporting on time if there is a change in activity within the season approved by the coach or the supervisor.
17. Failure to participate in regularly scheduled classes on the day of an extracurricular activity or event.
18. Failure to attend scheduled practices and meetings. If circumstances arise to prevent the participant’s attendance, the validity of the reason will be determined by the coach or sponsor. Every reasonable effort should be made to notify the coach or sponsor prior to any missed practice or meeting.
19. All other reasonable rules or regulations adopted by the coach or sponsor of an extracurricular activity shall be followed, provided that participants shall be advised by the coach or sponsor of such rules and regulations in writing.
20. Failure to comply with any rule established by the Nebraska School Activities Association, including, but not limited to, the rules relating to eligibility.

All terms used in the Code of Conduct have a less strict meaning than under criminal law and are subject to reasonable interpretation by school officials.

**Drug and Alcohol Violations.****Meaning of Terms.**

Use or consume includes any level of consumption or use. Use of a controlled substance in the manner prescribed for the student by the student's physician is not a violation.

Under the influence means any level of impairment and includes even the odor of alcohol on the breath or person of a student, or the odor of an illicit drug on the student. Also, it includes being impaired by reason of the abuse of any material used as a stimulant.

Possession includes having control of the substance and also includes being in the same area where the substance is present and no responsible adult present and responsible for the substance. Possession includes situations where, for example:

- (1) Alcohol is in a vehicle in which the student is present. The student is considered to be in possession if the student is aware that the alcohol is in the vehicle, even though the student has not touched or consumed the alcohol; and
- (2) Alcohol is present at a party attended by the student. The student is considered to be in possession if the student is aware that alcohol is at the party and fails to immediately leave the party, even though the student has not touched or consumed the alcohol.

In these situations, a violation would not exist if the alcohol is in the control of a parent or guardian or other responsible adult (age 21 or older) such that students are not allowed to access the alcohol. A violation would also not exist if the student did not know or have a reasonable basis to know that alcohol would be present, and the student leaves the location where the alcohol is present as soon the student could safely do so. (Students are expected to leave immediately, but are not to do so in a manner that would endanger them. For example, you are not to leave in a car being driven by a person who has been drinking just to get away from the alcohol party immediately when there is no other way to get home. Instead, you should call for a safe ride home and, while waiting, clearly distance yourself from the alcohol).

**Consequences.**

Students may be suspended from practices or participation in interscholastic competition or participation in co-curricular activities for violations of the Code of Conduct. The period of suspension or other discipline for such offenses shall be determined by the school administration.

The disciplinary consequence will be determined based on consideration of the seriousness of the offense, any prior violations, the student's compliance with the self-reporting obligations, the student's level of cooperation and willingness to resolve the matter, and the student's demonstration of a commitment to not commit future violations.

Because of the significance of drug and alcohol violations on the student participants, other students and the school, the following consequences are established for such violations:

**Drugs and Alcohol.**

An activity participant who violates the drug or alcohol rules (other than steroids) shall be prohibited from participating in any extracurricular activity for the following minimum periods:

1. First Violation: 45 days.
2. Second or Any Subsequent Offense: One calendar year.
3. Reduction for Self-Reporting: If the student has self-reported, the first violation shall be reduced to 21 days for the first violation. A commensurate reduction (approximately one-half, as determined by the administration) for a second or subsequent violation shall be given for self-reporting.
4. Reduction for Participation in Chemical Dependency Program: If the student and parents agree to participate in a school-approved program for chemical dependency, the consequence will be reduced to only the next activity in which the student was to participate (including at least one contest) in the case of a first violation, and to a commensurate reduction (approximately 80%, as determined by the administration, for a second or subsequent violation).  
The program must be administered by a certified alcohol and drug abuse counselor and be approved by the school authorities. The student will need to successfully complete the approved chemical dependency program. Proof of successful completion of program must be submitted in writing to the Activities Director. Failure to participate and successfully complete the approved chemical dependency program may cause the participating student to be suspended from extracurricular activities for one calendar year. All costs associated with the program are to be borne by the student/parent or guardian.
5. More Serious Violations: In the event of more serious drug or alcohol violations, such as students engaging in use of especially serious drug offenses (cocaine, meth, etc.) or procuring alcohol for minors, the consequence of the violation is not limited by the foregoing, and may be established in the good discretion of the administration.

**Steroid Offenses.** A student who possesses, dispenses, delivers, or administers anabolic steroids shall be prohibited from participating in any extracurricular activity for the following minimum periods:

1. First Violation: 30 consecutive days.
2. Second or Any Subsequent Offense: One calendar year.

**When Suspensions Begin.** All suspensions begin with the next scheduled activity in which the student is a participant, after the determination by school officials of the sanction to be imposed; provided that the school officials shall have the discretion to establish a time period for the suspension that makes the suspension have a real consequence for the student. During a suspension, participants may be required or permitted to practice at the sole discretion of the coach or activity sponsor. Suspensions

in the Spring will be carried over to the Fall when the suspension has not been fully served or when determined appropriate for the suspension to have a real consequence for the student.

**Letters and Post-Season Honors.** A student who commits a Code of Conduct violation is:

1. Eligible to letter, provided the student meets the criteria of the coach or sponsor.
2. Not eligible to receive honors during the sport or activity in which they are participating at the time of the offense and/or in sports or activities in which they have been suspended due to a code violation. The coach/sponsor, with the Athletic Director's approval, may make an exception where the student has self-reported or otherwise demonstrated excellence in character allowing for such honors.

**Self-Reporting.** A student who violates the Code of Conduct must self-report. The self-report must be made to: the principal, athletic director, or the head coach or sponsor of an activity in which the student participates. The student's parent or guardian may initiate the self-reporting process, but the student will be later required to give a written statement of the self-report. The self-report must be made the earlier of: (1) before the end of the next school day after the conduct occurred and (2) before participation in an extracurricular or co-curricular activity.

In making a self-report, the student must identify the events that took place, what conduct the student engaged in, and any witnesses to the student's conduct, and will be required to put this information in a written statement. In the event the student has received a criminal citation, charge, or ticket, and proclaims innocence of a violation, the student will be required to self-report such offense and provide information as to why they should be found innocent, not as it relates to the criminal offense, but as it relates to the Code of Conduct.

All students are expected to be honest and forthright with school officials. In the event the coach or activity sponsor or any school administrator asks a student participant for information pertaining to compliance (or lack of compliance) by the student or other student participants with the Code of Conduct or eligibility conditions for participation in activities, the student is expected to fully, completely, and honestly provide the information. Students may be disciplined for a failure to be honest and forthright.

**Determining a Violation Has Occurred.** A violation of the Code of Conduct will be determined to have occurred based on any of the following criteria:

1. When a student is cited by law enforcement and school officials have a reasonable basis for determining that grounds for the issuance of the citation exist.
2. When a student is convicted of a criminal offense. Conviction includes, without limitation, a plea of no contest and an adjudication of delinquency by the juvenile court.
3. When a student admits to violating one of the standards of the Code of Conduct.

4. When a student is accused by another person of violating one of the standards of the Code of Conduct and school officials determine that such information is reliable.
5. When school officials otherwise find sufficient evidence to support a determination that a violation has occurred.

**Procedures for Extracurricular Discipline.** The following procedures are established for suspensions from participation in extracurricular activities:

1. Investigation. The school official(s) considering the suspension will conduct a reasonable investigation of the facts and circumstances and determine whether the suspension will help the student or other students, further school purposes, or prevent an interference with a school purpose.
2. Meeting. Prior to commencement of the suspension, the school official considering the suspension or their designee will provide the student an opportunity to give the student's side of the story. The meeting for this purpose may be held in person or via a telephone conference.
  - a. The student will be given oral or written notice of what the student is accused of having done, an explanation of the evidence the school has, and the opportunity to explain the student's version. Detail is not required where the activity participant has made a self-report or otherwise admits the conduct. Names of informants may be kept confidential where determined to be appropriate.
  - b. The suspension may be imposed prior to the meeting if the meeting can not reasonably be held before the suspension is to begin. In that case the meeting will occur as soon as reasonably practicable. The student is responsible for cooperating in the scheduling of the meeting.
3. Notice Letter. Within two school days (two business days if school is not in session), or such additional time as is reasonably necessary following the suspension, the Athletic Director or the Athletic Director's designee will send a written statement to the student and the student's parents or guardian. The statement will describe the student's conduct violation and the discipline imposed. The student and parents or guardian will be informed of the opportunity to request a hearing.
4. Informal Hearing Before Superintendent. The student or student's parent/guardian may request an informal hearing before the Superintendent. The Superintendent may designate the Athletic Director or another administrator not responsible for the suspension decision as the Superintendent's designee to conduct the hearing and make a decision.
  - a. A form to request such a hearing must be signed by the parent or guardian. A form will be provided with the notice letter or otherwise be made available by request from the Principal's office.
  - b. The request for a hearing must be received by the Superintendent's office within five days of receipt of the notice letter.
  - c. If a hearing is requested:

- i. The hearing will be held within ten calendar days of receipt of the request; subject to extension for good cause as determined by the Superintendent or the Superintendent's designee.
  - ii. The Superintendent or the Superintendent's designee will notify the participants of the time and place of the hearing a reasonable time in advance to allow preparation for the hearing.
  - iii. Upon conclusion of the hearing, a written decision will be rendered within five school days (ten calendar days if school is not in session). The written decision will be mailed or otherwise delivered to the participant, parents or guardian.
  - iv. A record of the hearing (copies of documents provided at the hearing and a tape recording or other recordation of the informal hearing) will be kept by the school if requested sufficiently in advance of the hearing by the parent/guardian.
5. No Stay of Penalty. There will be no stay of the penalty imposed pending completion of the due process procedures
6. Opportunity for Informal Resolution. These due process procedures do not prevent the student or parent/guardian from discussing and settling the matter with the appropriate school officials at any stage.

### **Section 3 Attendance**

Student participants are expected to meet the following attendance expectations:

1. Attend school regularly. Students who have "excessive absences" as determined under the school's attendance policy are ineligible to participate in extracurricular activity contests or performances. Students who have four or more unexcused absences in the semester of participation will be ineligible to participate in extracurricular activity contests or performances.
2. Be on time for all scheduled practices, contests and departure for contests. In the event a participant is unable to attend a practice or contests the participant should contact the coach or sponsor in advance.
3. On the day of a contest, performance or other activity, be in attendance for the full day. A student who is not in attendance the full day is ineligible for the contest, performance, or activity.

Exceptions may be made for extenuating circumstances, such as doctor/dentist appointments or family emergencies. The exception must be approved by the Principal or Athletic Director.

Every attempt should be made to be in attendance the day of a contest. Sleeping in to rest up for the game will not be considered an extenuating circumstance, nor will going home ill and then returning to play in the contest later that day.

**Section 4 Academic Standards**

Participation in extracurricular school activities is encouraged and desirable for all students. At the same time, the primary mission and responsibility for each student is to establish a firm academic foundation. A student participating in extracurricular school activities must show evidence of sincere effort towards scholastic achievement. To be eligible for participation in extracurricular activities, students must:

1. Be enrolled in at least 25 credit hours in the semester of participation.
2. Maintain passing grades in all courses. A student who is not passing one or more classes at progress reporting times will be ineligible to participate in extracurricular activity contests or performances if the grade remains below passing one week after progress reporting time. The student will remain ineligible until the student is passing all classes.
3. Maintain an overall “C” average to participate in extracurricular activities, except school dances.
4. Academic requirements do not apply to:
  - (A) Instructional field trips which are a part of the scheduled course learning experience; or
  - (B) Activities or events which are a part of the student’s grade requirements.

Legal Reference: Neb. Rev. Stat. §§ 79-254 to 79-296

Date of Adoption: [Insert Date]

StudentsSchool Dances

A school sponsored dance is a school activity subject to all provisions of the Student Activity Code, and is a privilege available to students meeting all requirements for participation.

**General Rules of Student Conduct at Dances.** In addition to all rules of student conduct in the Student handbook, students attending dances shall adhere to the following rules of conduct:

1. Who Can Attend: Only students of [Name] Public Schools and their guests may attend.
  - a. Students currently attending [Name] High School or another Nebraska high school who have not been restricted from attending extracurricular activities at [Name] High School or their own school are generally considered appropriate dates or invited guests.
  - b. Persons who are younger than 16 or older than 19 years of age and not attending high school are generally considered to not be appropriate dates or invited guests for our school dances.
  - c. Some school dances may be restricted to students attending specified grades levels at [Name] Public Schools. For any dances at the middle school level, only students attending [Name] Public Schools in the grade(s) for which the dance is being held may attend.
  - d. Students who have been suspended from school or from extracurricular activities may not attend.
  - e. The school reserves the right to exclude persons who may or do cause a disruption or detract from the event. Dates or invited guests not attending our school are expected to follow the same rules of conduct which apply to our students.
  - f. Rules for dances may restrict students and their guests from leaving the dance until the dance ends without written parental permission on a form provided.
  - g. Students or their guests who engage in inappropriate behavior, whether on or off of the dance floor, may be asked to leave.
  
2. Prohibited Substances: Alcoholic beverages, illegal drugs, and tobacco (including electronic nicotine delivery systems) are prohibited. Anyone using these or showing the affects of use will not be allowed admission or, if discovered after admission, be removed from the dance. Their parents may be contacted.

Students and their dates may be required to submit to a breathalyzer prior to gaining entrance. Those who choose not to submit to a breathalyzer will not gain entrance. Law enforcement will be contacted if there is reasonable suspicion that the student or a student's date is under the influence of alcohol or drugs.
  
3. Appropriate Attire: Students and their guests must meet the dress code requirements established for each dance. Teachers or administrators will make the final decision as to whether or not a student's attire is appropriate. Students will be asked to change unacceptable items, which may mean that the student may have to return home to change

the inappropriate clothing. It is advisable to check in advance of the dance with the Principal or staff sponsor for the event if you are uncertain about your attire.

**Eligibility for Selection of Royalty.** Nomination and selection of royalty for school sponsored dances is an honor awarded by students to those of their peers that exemplify the highest standards of integrity and achievement. Students nominated for dance royalty must have demonstrated through their conduct, academic achievement and activities that they have represented, and will represent, themselves, their classmates, and their school in a manner which reflects outstanding effort, commitment to their school and fellow students, and integrity and good citizenship in the school and in the community. The students selected to be the “royalty” for the Homecoming and Prom or any other school sponsored dance or activity shall meet that general standard as determined by the administration and, in addition, meet the following specific academic, activity and conduct standards:

1. Specific Dance Eligibility and Selection Requirements:
  - a. Homecoming Queen & King:
    - Only a senior girl shall be eligible to be Queen and only a Senior boy shall be eligible to be King.
    - To be eligible, a candidate must agree to attend the entire Homecoming Dance and represent the school properly.
    - The queen and king will be chosen from the qualified nominees by secret vote of the student body during Homecoming week. Crowning will be held at the fall sports event deemed to have the largest attendance.
  - b. Prom King and Queen:
    - Only a Senior girl shall be eligible to be Queen and a Senior boy shall be eligible to be King. The candidates may not have been previously selected as royalty at another school sponsored dance.
    - To be eligible, a candidate must agree to attend the entire Prom Dance and represent the school properly.
    - The queen and king will be chosen from the qualified nominees by secret vote of the junior class.

Date of Adoption: [Insert Date]

## Assessment

School District 145 has an assessment plan and district curriculum that is aligned with the state approved content standards. The assessment plan includes a schedule and procedures for assessing success in achieving state standards.

For purposes of this policy, student assessments include both “standardized assessments” (including state assessments, norm referenced tests, and evaluations conducted for special education eligibility) and “coursework assessments” (e.g., classroom tests, quizzes, and other evaluative tools used to assign grades).

The assessments are to be conducted in accordance with the assessment plan schedule. Teachers are to conduct the assessments in a manner that assures it accurately assesses whether or not students are meeting the targets outlined by the content standards.

Assessment results are to be reported by the teachers in the manner and within the time directed by the administration or designee. The assessment data is to be used to meet state standards, to provide students and parents with information about student progress, to enhance school improvement planning, and to improve instruction. The assessment data is to be evaluated by teachers to monitor student learning and to improve instruction or terminate ineffective teaching practices to ensure students are being given the opportunity to meet the standards.

Educators are responsible for maintaining the integrity of the assessments to ensure that assessments provide a valid measure of student progress and accomplishments. Standardized assessment instruments are not to be made available to students at any time before the student takes the assessment. The assessment instrument is to be maintained in a secure manner.

Educators are not to engage in any practice that may result in assessment results that do not reflect student learning, knowledge, skills or abilities in the area assessed. It is appropriate for educators to prepare students to do well on assessments. This is to be accomplished in a manner that assures the assessment accurately reflects the student’s knowledge, and not simply test preparation. Educators are to prepare students to do well on assessments by teaching the subject content. Educators are not to “teach to the test” by teaching based solely on the content of the assessment. The content is to be taught to the students over an appropriate amount of time prior to the assessment. “Cramming” assessment content just before the assessment is to be taken is not appropriate. Review of content previously taught is appropriate.

Practice Tests (NeSA **NSCAS** and Norm Referenced). Educators are to prepare students by teaching test taking skills independent of the subject matter being assessed. Educators are not to conduct reviews (drills) using earlier (no longer published) versions of the same test, using alternate (parallel) forms of the same published test, or using actual items from the current form of a standardized test that will be administered to students. Educators are not to conduct reviews (drills) using items of identical format (for example, multiple choice) to the exclusion of other formats.

Conditions for successful assessments include, but are not limited to the following:

1. Educators are to communicate to students and parents when assessments will be administered, the purpose of the assessment and how the assessment results will be used. Educators are to motivate students to do their best on assessments. Educators are to read and be familiar with assessment administration directions in advance and communicate the rules to students accurately and clearly.
2. Educators are to have sufficient assessment materials available (e.g., No. 2 pencils, if needed). The classroom is to be arranged to allow comfortable seating. Distractions should be eliminated. Activities or arrangements are to be made for students who finish early so such students do not cause a distraction to other students still taking the assessment.
3. Educators are to monitor students while administering assessments to ensure students are complying with standards of academic integrity. Students who violate standards of academic integrity are to be reported to the administration.
4. Educators are to make efforts to have all eligible students take the assessments. The educator should develop a list of students who will be exempted from assessment and the reason for the exemption and submit the list for review and approval by the administration.
5. Educators are not to provide assistance to students while a standardized assessment is being administered except as provided for in a student's 504 Plan or IEP.
6. Assessments are to reflect the students' work as submitted by the students. During the assessments, educators are to monitor students to make sure directions are being followed (e.g., students are using a No. 2 pencil on all "bubble" sheet assessments and completely erase mistaken answers and extra marks on "bubble" sheet assessments). Educators are not to change answers on a student's assessment sheet or otherwise participate in the submission of false or misleading assessment results.

Norm referenced testing shall begin no earlier than grade two and is conducted annually in at least one grade in each of the following two grade levels: grades 4-6 and grades 7-9. A standardized norm referenced test is given at least once in the high school grades.

The school district will participate annually in ~~a statewide writing Nebraska Student Assessment~~ **Nebraska Student-Centered Assessment System (NeSA) NSCAS** in accordance with the assessment schedule determined by the Nebraska Department of Education.

The school district will report student achievement on state standards or local content standards approved by the Nebraska Department of Education on a building basis and to patrons of the district as determined by the reporting schedule adopted by the Nebraska Department of Education.

## INSTRUCTION

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All employees are to adhere to Nebraska's NeSA **NSCAS** Security Procedures and report breaches in security to Superintendent or the Superintendent's assessment designee for report to the Nebraska Department of Education. Professionalism, common sense, and practical procedures provide the framework for testing ethics.

Violations of the rules and expectations set forth in this policy will be considered to be a breach of the District's standard of ethics and may result in disciplinary consequences. Educators are to report suspected violations of the expectation to the administration. The administration is to investigate and appropriately respond to violations of the expectations.

Legal Reference: NDE Rule 10.05; NDE Rule 27.004.02H and 004.03D

Policy Adopted: 10/03/11

SCHOOL DISTRICT 145  
WAVERLY, NEBRASKA

### **Committees/Appointments**

The Board of Education may establish board committees to assist with the Board's Governance function and to comply with any requirements set forth by State law. The board president will designate a Chair and make all board committee appointments unless specifically stated otherwise. Committees may be comprised of board members and non-board members depending on the committee's purpose. The board reserves the right to terminate any committees at any time.

The function of board committees will be fact-finding, deliberative, and advisory, rather than legislative or administrative. Committee recommendations and reports will be made through the chair of the board to be considered by the board as a whole. The board may accept, reject, or modify any committee recommendations, as well as request more information or otherwise give direction to a committee. Any official policy-level action will be made by the board as a whole. Committee meetings will adhere to the Open Meetings Act.

### **Standing Committees**

Standing Committees are created for an indefinite term and member appointments will be reviewed annually. Duties and responsibilities of the committee will be determined by the Board prior to the beginning of its work.

#### **Standing Committees are:**

1. Americanism Committee – Required by State Law and will perform the functions required by the law.
2. Planning and Development Committee – District Vision/Goals, Strategic Planning, Finance, and Negotiations.
3. Performance and Assessment Committee – Curriculum, Academic Performance, Staff Development.
4. Building/Grounds and Transportation Committee – Maintenance and Repairs, Building Projects, General Plant Operations, and Transportation Needs.
5. Policy Committee – Review existing and propose new policies. Review all District Handbooks, i.e. Certified, Classified, Student, and Activity.
6. Committee on American Civics

### **Temporary Committees**

A temporary committee may be used for study and fact-finding. The president shall appoint such temporary and special committees as may be deemed necessary or advisable by the board. The duties of the committee shall be outlined at the time of appointment, and the committee shall be considered dissolved when its final report has been made.

**Committees/Appointments**

Board members shall not hold membership on any citizens' advisory committee formed by the board. This shall not preclude board members acting as ex-officio members.

**Special Appointments**

Board members may be appointed to serve on other committees that would be of benefit to the education of our students. (i.e. District #145 Foundation for Education and District Building Steering Committees). These appointments will be reviewed annually.

**Standing Committee on American Civics**

It shall be the policy of [Name] Public Schools that the Committee on American Civics shall consist of three members appointed by the School Board. The Committee shall meet at least twice per year. One of the responsibilities of this committee will be to examine recommended social studies textbooks and report findings based on this examination to other members of the Board of Education. The Committee shall take all other steps to ensure compliance with Nebraska law.

It shall further be the policy of [Name] Public Schools that the Committee on American Civics shall review all major proposals prepared by the superintendent of schools and instructional staff for adoption of new textbooks, development of new instructional programs, revision of existing instructional programs, modification of established graduation requirements, and other related matters. After the review is completed, the Committee on American Civics will make a recommendation to the full Board of Education about approval or adoption of the matter under consideration.

Policy Adopted: 11/05/12

SCHOOL DISTRICT 145  
WAVERLY, NEBRASKA

**Purchasing**

The business manager, as delegated by the superintendent, will manage and supervise the school district's purchasing procedures.

It is the board's intent to seek quality goods and services from reputable vendors and contractors via competitive bids and proposals, while maintaining a concern for cost effectiveness, i.e., educational value received for dollars expended. In any bid situation the board expressly reserves the right to reject any or all bids.

General procedures include research of potential suppliers, invitations for bids or proposals, issuance of purchase orders, verification of receipt of goods or completion of services, and submission of claims for formal approval by the board. Every contract for services, to be provided to the school district, shall require that the contractor use a federal immigration verification system to determine the work eligibility status of new employees physically performing services within the State of Nebraska. This requirement shall be deemed to be included and a part of the terms of every contract for services with the school district, including but not limited to oral contracts.

Bills must be submitted by the 20<sup>th</sup> of the month and be approved at the next regular board meeting. The board is to be informed of any circumstance wherein intended purchases are not within budgetary limitations.

The purchase of any items or contracts in excess of \$15,000, unless explicitly identified in the adopted budget, must be formally approved by the board. Bid specifications, including performance bonds if legally required, will be developed for any items or contracts in excess of \$100,000, and the superintendent or board, at their discretion, may require bid specifications for purchases of a lesser amount.

If a board member or the board member's parent, spouse, or child has a business association with a potential vendor or contractor, the board member shall not vote on any related transaction unless (1) the board member formally declares the nature of his or her interest prior to voting (see Conflict of Interest Policy) or (2) the board member's vote is necessary to secure a quorum on the issue at hand.

School district funds will not be obligated without prior authorization from the appropriate administrator as designated by the superintendent's office.

Any school employee who orders any supplies or equipment outside of that which has been included in the annual budget and without written authorization of the principal or superintendent shall be personally liable for payment for the supplies or equipment purchased.

School employees or students purchasing supplies and equipment out of an activity account must first secure a purchase order from the principal authorizing the purchase. Failure to do so will cause the person to be personally liable for payment for the supplies or equipment purchased.

**Credit Card Purchasing Program**

1. The Board of Education authorizes the Superintendent or designee to contract with one or more financial institutions, card-issuing banks, credit card companies, charge card companies, debit card companies, or third-party merchant banks capable of operating a purchasing card program on behalf of the District.
2. The Board of Education delegates to the Superintendent or designee: (a) the determination of the type of purchasing card or cards to be utilized in the District's purchasing card program; and (b) the determination of which employees shall be approved or disapproved to be assigned a purchasing card in the District's purchasing card program. The Superintendent shall submit the approved names to the Board, from time to time.
3. The District's purchasing card program may only be utilized for the purchase of goods and services for and on behalf of the District. No officer or employee of the District shall use a purchasing card for any unauthorized use.
4. An itemized receipt for purposes of tracking expenditures shall accompany all purchasing card purchases. In the event that a receipt does not accompany an authorized cardholder's purchase, the Superintendent or designee shall temporarily or permanently suspend said cardholder's purchasing card privileges.
5. Upon the termination or suspension of employment of an individual using a purchasing card, the Superintendent or designee shall immediately close such individual's purchasing card account and said employee shall immediately return the purchasing card.

Business OperationsProcurement Plan – School Food Authorities

The following procurement policy statement shall govern all purchasing activities that relate to any aspect of the National School Lunch and Breakfast Programs. This statement is meant to provide guidance to our personnel and vendors on acceptable and/or required procurement practices. Our goal is to fully implement all required and recommended procurement rules, regulations and policies set forth in 2 CFR 200, 7 CFR parts 210, 3016 and 3019, and by the State Agency.

**Procurement Policy**

The purchasing procedure to be followed shall be determined by the anticipated total annual expenditure on items related to the food service program:

- When the annual total for food service program related items is less than \$250,000 (small purchase threshold) ~~per year~~ per procurement event or in aggregate purchases this organization will follow the informal Small Purchase Procedures.
- When the annual total for food service program related items is greater than \$250,000 (small purchase threshold) per year per procurement event or in aggregate purchases this organization will follow the Formal Competitive Solicitation Procedures.

Micro-Purchase Procedures

Micro-Purchases may be used for ~~annual transactions~~ single purchases under \$~~10,000~~<sup>3,500</sup> made with a vendor [2 CFR 200.320(a)].

Prices will be reviewed for reasonableness [2 CFR 200.320(a)].

Purchases will be spread equitably among all qualified sources [2 CFR 200.320(a)].

Small Purchase Procedures

For purchases made below the small purchase threshold, Small Purchase Procedures will be utilized to purchase necessary goods and services. When Small Purchase Procedures are used, this organization will take the following steps:

1. Contact a ~~minimum of three potential vendors~~ reasonable number of qualified vendors.
2. Write specifications for goods and services.
- 2.3. Document each vendor's quoted price. (ex. log sheet)
3. Select the company that provides the lowest, most responsive, and responsible bid.
4. ~~Inform all bidding companies in writing of the final decision made by the sponsor~~  
Document supplier who was awarded the quote.
5. ~~Write contract for meal service between the sponsor and the winning bidder.~~  
Manage orders by confirming product and prices match quotes.

Formal Competitive Solicitation Procedures

For purchases made in excess of the small purchase threshold, a Formal Competitive Solicitation will be conducted. When Formal Competitive Solicitation Procedures are used, this organization will take the following steps:

1. Prepare an Invitation for Bid (“IFB”) or Request for Proposal (“RFP”) document specifically addressing the items to be procured
  - a. Include detailed specifications
  - b. Ensure price will be most heavily weighted
2. Publicly announce and advertise the bid/proposal at least 21 calendar days prior to bid opening
  - a. Announcements will include the date, time and location in which bids will be opened
3. Determine the most responsive and responsible bid/proposal by using the selection criteria set forth in the bid/proposal document
  - a. Responsible bidders will be those whose bid/proposal conform to all of the terms, conditions and requirements of the IFB/RFP
  - b. Responsible bidders will be those who are capable of performing successfully under the terms and conditions of the contract.
4. Award the contract
  - a. To the most responsive and responsible bidder based on the criteria set forth in the IFB/RFP
  - b. At least two weeks before program operations begin
  - c. If a protest is received, it must be handled in accordance with 7 CFR 210.21
5. Retain all records pertaining to the formal competitive bid process for a period of five years plus the current year

(Note: If the ~~bid~~ small purchase threshold established in the sponsor’s procurement policy statement is less than \$150,000, the smaller bid threshold will govern.)

### Procurement Summary

This organization incorporates the following elements into the Procurement Policy Statement, as required by 2 CFR 200 and 7 CFR parts 210, 3016 and 3019.

- A. Competition: We shall demonstrate our goods and services are procured in an openly competitive manner. Competition will not be unreasonably restricted. [7 CFR 210.21(c)(1)] [2 CFR Part 200.319(a)(1-7)]
- B. Comparability: We recognize for true competition to take place, we must maintain reasonable product specifications to adequately describe the products to be purchased and the volume of planned purchases based upon pre-planned menu cycles. [2 CFR 200.319(a)(6)/~~7 CFR 3016.36(e)(3)(i)/7 CFR 3019.44(a)(3)(iv)~~]
- C. Documentation: We shall maintain for the current year and the preceding three years all ~~menus, production records, invitations to bid, bid results, bid tabulations or any other significant materials that will serve to document our policies and procedures.~~ [2 CFR 200.318(i)/~~7 CFR 3016.36(9)~~]

- D. Code of Conduct: This program shall be governed by the attached Code of Conduct and it shall apply to all personnel, employees, directors, agents, officers, volunteers or any person(s) acting in any capacity concerning the food service procurement program. [2 CFR 200.318(c)(1)/~~7 CFR 3016.36(3)(1-1v)~~]
- E. ~~Procurement Review Process: This procurement plan shall receive an internal program review on an annual basis by a staff person who is not associated with food service procurement process. This review shall be summarized in written form and kept with the other required program documentation.~~
- F. Contract Administration: Purchases shall be checked or verified by designated staff to assure that all goods and services are received and prices verified. All invoices and receipts shall be signed, dated, and maintained in the documentation file. [2 CFR Part 200.318(b)] [~~7 CFR Part 3016.36(b)(2)~~]
- G. General Requirements:
1. Small, minority and women's businesses enterprises and labor surplus firms are used when possible. [2 CFR 200.321]
  2. Ensure compliance with the Buy American Provision when purchasing food 7 CFR 210.21(d).
  - ~~2.3.~~ A cost or price analysis in connection with every procurement action in excess of the ~~Simplified Acquisition~~ Small Purchase Threshold including contract modifications. [2 CFR 200.323(a)]
  - ~~3.4.~~ Documented Procurement Procedures and activities will be maintained. [2 CFR 200.318(a)]
- H. Duties of Food Service Supervisor:
1. ~~To work with staff and clients in developing acceptable menus for breakfast and lunch.~~ Plan the goods or services needed for the school food service program for the school year based on planned menus through needs assessment, forecasting and budgeting.
  2. ~~To compile market orders or requisitions for purchases which accurately reflect the total quantities of required foods to be ordered per (day, week or month).~~ Develop written specifications for food/supplies needed. Include details such as descriptions and product requirements (e.g. packaging, weight, pack size, etc.) for needed goods or services.
  3. ~~To place and confirm orders with vendors, or make plans to purchase the required items.~~ Compare product specifications among all vendors/contractors. Information for prices obtained from grocery stores, farmer's markets, etc.
  4. ~~To keep program menus up to date by testing and using new products and seeking feedback from staff and clients.~~ Make procurement awards based on the lowest and best vendor's response as determined by quality, availability, service, and price.

5. ~~To send out bid quotation forms to vendors who have expressed an interest in doing business with the sponsor.~~  
Place and confirm orders with vendors or make plans to purchase the required items.
6. To make procurement awards based on the lowest and best vendor's response as determined by quality, availability, service and price.
7. To work with vendors on a fair and equal basis.
8. ~~To develop a list of acceptable brands. (Multiple brands per bid item when possible.)~~
9. To conduct an in-house procurement review once per year.

Date of Adoption: July 10, 2017

Personnel - All EmployeesWage Information

The District will not terminate or retaliate against any employee for inquiring about or sharing compensation information for the purpose of determining whether the District gives equal pay for equal work. However, an employee with authorized access to wage information as part of their job function, who discloses the wages of other employees to those who do not have authorized access to other employees' compensation information, may be disciplined for such disclosure, up to and including termination, unless the disclosure is made in response to a complaint or investigation proceeding, hearing or other similar action.

Legal Reference: LB 217 (2019)

Date of Adoption: [Insert Date]

## Students

### Admission Requirements

#### Minimum Age:

A child shall be eligible for admission into kindergarten at the beginning of the school year if the child is five years of age or will be five years of age on or before July 31 of the calendar year in which the school year for which the child is seeking admission begins. The School Board shall admit a child who will reach the age of five years on or after August 1 and on or before October 15 of such school year if the parent or guardian requests such entrance and provides an affidavit stating that (i) the child attended kindergarten in another jurisdiction in the current school year; (ii) the family anticipates a relocation to another jurisdiction that would allow admission within the current year; or (iii) the child is capable of carrying the work of kindergarten which can be demonstrated through a recognized assessment procedure approved by the Board.

#### Early Admission to Kindergarten:

The following assessment procedure for determining if a child is capable of carrying the work of kindergarten is approved and shall be made available to interested persons:

Early kindergarten enrollment exceptions may be made for younger children who are intellectually advanced. At a minimum, eligibility for the admission shall be based upon an analysis of the child's: (1) mental ability, (2) emotional/social development, (3) pre academic skills, and (4) fine motor skills.

The kindergarten early entrance assessment procedures are designed to identify and place in kindergarten those children who:

- a. will turn 5 years of age between August 1 and October 15;
- b. are deemed by parents or guardians as being intellectually advanced and likely to benefit from advanced grade placement; and
- c. are selected on the basis of testing by professionals trained and certified to administer the assessments that will produce evidence of strength in:
  1. mental ability defined as scoring 84th percentile or above on a standardized assessment of cognitive ability such as the Wechsler Pre Primary Scale of Intelligence III, or the Stanford-Binet V;
  2. a test of emotional/social development such as the Behavior Assessment System for Children, Second Edition (BASC-2);
  3. 75th percentile or greater on a test of pre academic skills such as the Woodcock Johnson III; and
  4. a test of fine motor ability, scoring 75th percentile or above on a standardized measurement such as the Beery VMI.

In the discretion of the Superintendent or designee, the assessments may be administered by the School District's professional staff, or the parents or guardians may be required, at their own expense, to have all or some of the required assessments completed by

reputable professionals and to submit the results of such assessments to the School District.

The decision regarding early entrance to kindergarten requires careful consideration of all factors that affect kindergarten success with final determination to be made based on the recommendation of the District Evaluation Team, to be composed of such individuals as the Superintendent or designee determine appropriate. The academic, social, and emotional readiness, as well as the student's physical development and well-being, must be weighed with institutional factors also considered. Sound decision making in the area of early entrance to kindergarten is dependent upon reliable information regarding a student's readiness and a thoughtful balancing of the myriad of factors implicated by the decision. Parents will be notified in writing of the results of the Early Kindergarten Entrance assessment and the determination of the District Evaluation Team in a timely fashion; not to exceed three weeks after the assessments are completed.

Families who seek early admission of their child into kindergarten must obtain an *Early Entrance to Kindergarten Packet* from the School District Administrative.

Parents must fill out the early entrance application forms, which include a parent questionnaire and obtain and attach a reference letter from someone who is well acquainted with the child but not a relative of the child. The person providing this reference should know the child well enough that they can speak with some expertise about the child's attributes and abilities. The reference letter should indicate whether this person recommends the child be schooled with children who will be a year older than the child and, if so, the evidence this person has concerning the child's mental ability, fine and gross motor ability, visual and auditory discrimination, emotional/social development, and communication skills. Suggestions for this reference letter are a preschool teacher, a Sunday school teacher, a day-care provider, or a physician.

The assessment request, reference letter and parent questionnaire must be completed and returned to the District no later than May 25th of the spring before fall enrollment to allow summer assessment to be completed.

Decisions regarding early kindergarten entrance must include consideration of the above and shall not be made based on race, color, gender, religion, ancestry, national origin, marital status, age, disability, or sexual orientation of the child or the child's parents or guardians. Institutional factors, such as capacity, may also be considered.

#### Foster Home Placement

A student who has been placed in a foster home within the school district ~~is not a resident of the district and~~ will not be permitted to enroll unless the district has received a written determination from the Nebraska Department of Health and Human Services ~~that is in the best interest of the student not to attend his or her district of residence~~ **that it is in the best interest of the student not to attend the district in which the student resided at the time the student became a foster child.**

Admission to First Grade:

A child may be eligible to enter first grade, even if the child has not attended kindergarten, if the child is six years of age or will be six years of age on or before October 15 of the current school year and school officials determine that first grade is the appropriate placement for the child.

Graduates:

A student who has received a high school diploma or received a General Equivalency Diploma shall not be eligible for admission or continued enrollment.

Age 21:

A student shall not be admitted or continued in enrollment after the end of the school year in which the student reaches the age of 21. The school year for this purpose ends at the last day of instruction for graduating seniors.

Birth Certificate, Physical, Visual Evaluation and Immunization:

The parents or legal guardian shall furnish:

- (1) A certified copy of the student's birth certificate issued by the state in which the child was born, upon admission of a child for the first time, shall be provided within 30 days of enrollment. Other reliable proof of the child's identify and age, accompanied by an affidavit explaining the inability to produce a copy of the birth certificate, may be used in lieu of a birth certificate. An affidavit is defined as a notarized statement by an individual who can verify the reason a copy of the birth certificate cannot be produced. (Failure to provide the birth certificate does not result in non-enrollment or disenrollment, but does result in a referral to local law enforcement for investigation).
- (2) Evidence of a physical examination by a physician, physician assistant, or nurse practitioner, within six months prior to the entrance of the child into the beginner grade and the seventh grade or, in the case of a transfer from out of state, to any other grade, unless the parent or legal guardian submits a written statement objecting to a physical examination.
- (3) Evidence of a visual evaluation by a physician, a physician assistant, an advanced practice registered nurse, or an optometrist, within six months prior to the entrance of the child into the beginner grade or, in the case of a transfer from out of state, to any other grade, unless the parent or legal guardian submits a written statement objecting to a visual evaluation. The visual evaluation is to consist of testing for amblyopia, strabismus, and internal and external eye health, with testing sufficient to determine visual acuity.
- (4) Evidence of protection against diphtheria, tetanus, pertussis, polio, measles, mumps, and rubella, Hepatitis B, Varicella (chicken pox), Haemophilus Influenzae type b (Hib), invasive pneumococcal disease and other diseases as required by applicable law, by immunization, prior to enrollment, unless the parent or legal guardian submits a written statement that establishes than an

exception to the immunization requirements are met.

- (5) Every student entering the seventh grade shall have a booster immunization containing diphtheria and tetanus toxoids and an acellular pertussis vaccine which meets the standards approved by the United States Public Health Service for such biological products, as such standards existed on January 1, 2009.

The Superintendent or Superintendent's designee shall notify the parent or guardian in writing of the foregoing requirements and of the right to submit affidavits or statements to object to the requirements, as applicable. The Superintendent or Superintendent's designee shall also provide a telephone number or other contact information to assist the parent or guardian in receiving information regarding free or reduced-cost visual evaluations for low-income families who qualify.

A student who fails to meet the foregoing requirements shall not be permitted to enroll or to enter school, or if provisionally enrolled or enrolled without compliance, shall not be permitted to continue in school until evidence of compliance or an exemption from compliance is given.

#### Enrollment of Expelled Students

If a student has been expelled from any public school district in any state, or from a private, denominational, or parochial school in any state, and the student has not completed the terms or time period of the expulsion, the student shall not be permitted to enroll in this school district until the expulsion period from such other school has expired, unless the School Board of this school district in its sole and absolute discretion upon a proper application approves by a majority vote the enrollment of such student prior to expiration of the expulsion period. As a condition of enrollment, the School Board may require attendance in an alternative school, class or educational program pursuant to Nebraska law until the terms or time period of the original underlying expulsion are completed. A student expelled from a private, denominational, or parochial school or from any public school in another state, will not be prohibited from enrolling in the public school district in which the student resides or in which the student has been accepted pursuant to the enrollment option program for any period of time beyond the time limits placed on expulsion, pursuant to the Student Discipline Act, or for any expulsion for an offense for which expulsion is not authorized for a public school student under such Act. For purposes of this policy, the term expulsion or expelled includes any removal from any school for a period in excess of twenty (20) school days.

#### Military Families

If a parent presents evidence to the District of military orders that military family will be stationed in the State of Nebraska during the current or following school year, the District will enroll preliminarily the parent's students.

Legal Reference: Neb. Rev. Stat. §§ 43-2001 to 43-2012  
Neb. Rev. Stat. § 79-214  
Neb. Rev. Stat. §§ 79-217 to 79-223  
Neb. Rev. Stat. § 79-266.01  
173 NAC Chapters 3 and 4 (HHS Regulations)

Date of Adoption: [Insert Date]

StudentsMilitary Recruiters

The District will provide access to routine directory information to each student in a high school grade upon a request made by a military recruiter, unless the student's parent or guardian has submitted a written request that the student's information not be shared with a military recruiter. The District will provide military recruiters with the same access to a student in a high school grade as the District provides to postsecondary educational institutions or to prospective employers of such students.

If a parent or guardian does not want his or her student's information to be provided to a military recruiter, the parent must submit a written request to the Superintendent.

Legal Reference: LB 575 (2019)

Date of Adoption: [Insert Date]

**Library/Media**

The district media centers will select materials that enrich and support the educational programs of the district, and provide expanded literacy and resource opportunities for the students.

School District #145 media centers will select materials in accordance with the Library Bill of Rights as established by the American Library Association.

The District #145 School Board is responsible for all materials in the district's media centers. The responsibility for selection of the materials is delegated to the building principal and certificated library media specialists. The library media specialists coordinate, select, and purchase all materials. While advice may be sought from administrators, teachers, specialists, teaching assistants, students, parents and others affiliated with the district, final decisions for the selection of all materials lies with the credentialed library media specialists as approved by the building principal.

**Library/Media****6775****Criteria for Selection**

Learning resources will be selected for their strengths and their compliance with the above stated Materials Selection Policy. The following criteria are used as a guide in the selection of materials:

- To provide materials that will enrich and support the curriculum, taking into consideration the varied interests, abilities and maturity levels of the pupils served.
- To provide materials which will stimulate literary and artistic excellence.
- To provide materials that will enable students to make intelligent judgments in their daily life.
- To provide materials on opposing sides of controversial issues to enable students to develop critical reading and thinking skills.
- To provide materials that represents many religious, ethical, and cultural groups.
- To provide materials that place principle above personal opinion and reason above prejudice in the selection of materials.

**Selection Procedures**

Materials for purchase are considered based on the following criteria:

- Timeliness and permanence
- Importance and appropriateness of the subject matter
- Quality of writing
- Readability and popular appeal

- Authoritativeness of the source
- Reputation of publisher, producer or author
- Relevance to the curriculum
- Quality, durability, and variety of format.
- Value commensurate with cost and/or need

**Library/Media**

**6775**

Criteria for Accepting Gifts

Gifts of informational resources may be accepted in accordance with Board of Education policies, but these materials will be subject to the Materials Selection Policy, and these materials may be included in the collection or be disposed of at the discretion of the library media specialist.

Criteria for Deleting Materials

Resources will be deleted as part of an ongoing process, ensuring that the library collection remains current and relevant. The procedure for removing materials is outlined in the School District #145 policy procedures. Materials will be deleted based on the following criteria:

- poor physical condition
- obsolete subject content
- no longer relevant to the curriculum
- superseded by more current information

Policy Adopted: 05/01/78  
 Policy Revised: 06/01/81  
 Policy Revised: 08/04/03  
 Policy Revised: 01/07/19

SCHOOL DISTRICT 145  
 WAVERLY, NEBRASKA



**Complaints About Instructional Materials**

All formal complaints about instructional materials must be reduced to writing on a form authorized by the Board of Education and kept on file in each principal's office.

When a formal complaint is completed and returned, the principal will converse with the complainant concerning review procedures, and then bring the matter before the Administrative Council. The principal will notify those faculty most closely involved that a formal complaint has been filed. The Administrative Council will decide whether or not to activate a building-level review committee or a district-level review committee. Principals will convene building-level reviews and select five or more committee members from staff and community patrons. The superintendent or designee will convene district-level reviews and select five or more committee members from staff and community patrons.

Review committees shall consider district philosophy, the professional judgment of teachers, reviews of the material by other competent authorities, compatibility with adopted curriculum, and the teacher's stated goals as well as the views of the complainant.

The review committee's decision and rationale will be forwarded to the board for action, such possible action being to remove the challenged material, modify the material or its use, or to reject the complaint and retain the material.

Challenged materials will remain in use pending board decision. Principals may, upon the written request of parents, excuse students from using some materials and direct teachers to employ suitable substitutes. However, the school will reserve the right to require students to use materials which are a part of regular and/or required curricular experiences.

Policy Adopted: 04/10/78  
Policy Revised; 03/07/88  
Policy Revised: 01/02/06

SCHOOL DISTRICT 145  
WAVERLY, NEBRASKA

**Drugs, Tobacco, Alcohol**

The board expressly prohibits the unlawful possession, use, or distribution of illicit drugs, tobacco, or alcohol by students on school property or at any school sponsored event or activity. Tobacco means any tobacco product (including but not limited to cigarettes, cigars, and chewing tobacco), vapor products (such as e-cigarettes), alternative nicotine products, tobacco product look-alikes, and products intended to replicate tobacco products either by appearance or effect.

Any student found to be under the influence of alcohol or illegal drugs while on school property or at a school sponsored event or activity will be subject to disciplinary measures. The board authorizes administrators or their representatives to discipline students consistent with state and federal law for any violations of this policy.

The board supports the use of current technologies and resources to detour student use of drugs, tobacco, and alcohol.

**Admission, Physical Examination, Immunization, and Visual Evaluation**Admission RequirementsMinimum Age:

A child shall be eligible for admission into kindergarten at the beginning of the school year if the child is five years of age or will be five years of age on or before July 31 of the calendar year in which the school year for which the child is seeking admission begins.

The Board of Education shall admit a child who will reach the age of five years on or after August 1 and on or before October 15 of such school year if the parent or guardian requests such entrance and provides an affidavit stating that (i) the child attended kindergarten in another jurisdiction in the current school year; (ii) the family anticipates a relocation to another jurisdiction that would allow admission within the current year; or (iii) the child is capable of carrying the work of kindergarten which can be demonstrated through a recognized assessment procedure approved by the Board.

Early Enrollment Assessment

Early kindergarten enrollment exceptions may be made for younger children who are intellectually advanced. At a minimum, eligibility for the exception shall be based upon an analysis of the child's (1) mental ability, (2) pre academic skills, and (3) fine motor skills.

The kindergarten early entrance assessment procedures are designed to identify and place those children in kindergarten who:

- a. will turn 5 years of age between August 1 and October 15;
- b. are deemed by parents or guardians as being intellectually advanced and likely to benefit from advanced grade placement; and
- c. are selected on the basis of testing by professionals trained and certified to administer the assessments that will produce evidence of strength in:
  1. mental ability defined as scoring 84<sup>th</sup> percentile or above on a standardized assessment of cognitive ability, such as the Wechsler Pre Primary Scale of Intelligence IV, or the Stanford-Binet V;
  2. 75th percentile or greater on a test of pre academic skills such as the Woodcock Johnson IV, and
  3. a test of fine motor ability, scoring 75th percentile or above on a standardized measurement such as the Beery VMI.

A student must meet the above criteria in all areas to be considered eligible (cognitive, reading, math, and fine motor).

Parents will be notified in writing of the results of the Early Kindergarten Entrance assessment and the determination of the District Evaluation Team in a timely fashion after the assessments are completed.

Families who seek early admission of their child into kindergarten must obtain an Early Entrance to Kindergarten Application from the School District Administrative office located at 14511 Heywood Street in Waverly. The application will require appropriate forms to be completed.

To allow the assessment to be completed in a timely manner during the summer prior to the fall enrollment, the appropriate forms must be completed and returned to the District Office no later than the end of May of the spring before fall enrollment. Fees for the assessment are the responsibility of the child's family payable to the School District. If fee payment causes a hardship, assistance may be requested at the School District Office.

Decisions regarding early kindergarten entrance must include consideration of the above criteria regardless of race, color, gender, religion, ancestry, national origin, marital status, age, disability, or sexual orientation of children and/or their families.

#### Foster Home Placement

A student who has been placed in a foster home within the school district is not a resident of the district and will not be permitted to enroll unless the district has received a written determination from the Nebraska Department of Health and Human Services that it is in the best interest of the student not to attend his or her district of residence.

#### Graduates:

A student who has received a high school diploma or received a General Equivalency Diploma shall not be eligible for admission or continued enrollment.

#### Age 21:

A student shall not be admitted or continued in enrollment after the end of the school year in which the student reaches the age of 21. The school year for this purpose ends at the last day of instruction for graduating seniors.

#### Birth Certificate, Physical, and Immunization:

The parents or legal guardian shall furnish:

- (1) A certified copy of the student's birth certificate issued by the state in which the child was born, prior to admission of a child for the first time. Other reliable proof of the child's identity and age, accompanied by an affidavit explaining the inability to produce a copy of the birth certificate, may be used in lieu of a birth certificate. An affidavit is defined as a notarized statement by an individual who can verify the reason a copy of the birth certificate cannot be produced.
- (2) Evidence of a physical examination by a physician, physician assistant, or nurse practitioner, within six months prior to the entrance of the child into the beginner grade and the seventh grade or, in the case of a transfer from out of state, to any other grade,

unless the parent or guardian submits a written statement refusing a physical examination.

- (3) Evidence of protection against measles, mumps, rubella, poliomyelitis, diphtheria, pertussis, and tetanus, and other diseases as required by applicable law, by immunization, prior to enrollment, unless the parent or legal guardian submits a written statement refusing immunization or meets other exceptions established by law.

#### Visual Evaluation:

Students enrolling in kindergarten (or the beginning grade) or students transferring to any grade in the district from out of state shall also have a visual examination, including tests for amblyopia, strabismus, and internal and external eye health, and visual acuity. The visual examination must be completed within six months prior to entrance and proof of such evaluation shall be provided to the school district.

A certificate of health, or other form, stating the results of the visual evaluation and signed by a physician assistant, or advance practice registered nurse shall be on file at the attendance center.

The student's parent or guardian shall be notified in writing of their right to submit a written statement refusing such visual examination for the student and shall be provided with a telephone number or other contact information to assist the parent or guardian in receiving information regarding free or reduced-cost visual evaluations for low-income families who qualify.

Each school year the district will provide for inspections of all students for defective sight and hearing, dental defects and any other conditions as specified by the Department of Health and Human Services, according to a schedule prescribed by the Department. Parents will be promptly notified of any condition requiring professional attention.

A child shall not be required to submit to an inspection required by this policy if his or her parent or guardian provides school authorities with a statement signed by a physician, a physician assistant, or an advanced practice registered nurse practicing under and in accordance with his or her respective credentialing act or other qualified provider as identified by the Department's applicable rules and regulations, stating that such child has undergone such required inspection within the past six months. A child shall submit to any required inspection for which such a statement is not received.

Any student enrolling during the school year after these inspections will have such an inspection made immediately upon entrance. Any student showing symptoms of any contagious or infectious disease shall be sent home by the principal as soon as practicable.

## Business Operations

### Procurement Plan – School Food Authorities

The following procurement policy statement shall govern all purchasing activities that relate to any aspect of the National School Lunch and Breakfast Programs. This statement is meant to provide guidance to our personnel and vendors on acceptable and/or required procurement practices. Our goal is to fully implement all required and recommended procurement rules, regulations and policies set forth in 2 CFR 200, 7 CFR parts 210, 3016 and 3019, and by the State Agency.

### **Procurement Policy**

The purchasing procedure to be followed shall be determined by the anticipated total annual expenditure on items related to the food service program:

- When the annual total for food service program related items is less than \$250,000 per year (per procurement event or in aggregate purchases) this organization will follow the informal Small Purchase Procedure.
- When the annual total for food service program related items is greater than \$250,000 per year (per procurement event or in aggregate purchases) this organization will follow the Formal Competitive Solicitation Procedures.

### Micro-Purchase Procedures

Micro-Purchases may be used for annual transactions under \$10,000 made with a vendor [2 CFR 200.320(a)].

Prices will be reviewed for reasonableness [2 CFR 200.320(a)].

Purchases will be spread equitably among all qualified sources [2 CFR 200.320(a)].

### Small Purchase Procedures

For purchases made below the small purchase threshold, Small Purchase Procedures will be utilized to purchase necessary goods and services. When Small Purchase Procedures are used, this organization will take the following steps:

1. Contact a minimum of three potential vendors
2. Document each vendor's quoted price
3. Select the company that provides the lowest, most responsive, and responsible bid
4. Inform all bidding companies in writing of the final decision made by the sponsor
5. Write contract for meal service between the sponsor and the winning bidder.

### Formal Competitive Solicitation Procedures

For purchases made in excess of the small purchase threshold, a Formal Competitive Solicitation will be conducted. When Formal Competitive Solicitation Procedures are used, this organization will take the following steps:

1. Prepare an Invitation for Bid (“IFB”) or Request for Proposal (“RFP”) document specifically addressing the items to be procured
  - a. Include detailed specifications

- b. Ensure price will be most heavily weighted
2. Publicly announce and advertise the bid/proposal at least 21 calendar days prior to bid opening
  - a. Announcements will include the date, time and location in which bids will be opened
3. Determine the most responsive and responsible bid/proposal by using the selection criteria set forth in the bid/proposal document
  - a. Responsible bidders will be those whose bid/proposal conform to all of the terms, conditions and requirements of the IFB/RFP
4. Award the contract
  - a. To the most responsive and responsible bidder based on the criteria set forth in the IFB/RFP
  - b. At least two weeks before program operations begin
  - c. If a protest is received, it must be handled in accordance with 7 CFR 210.21
5. Retain all records pertaining to the formal competitive bid process for a period of five years plus the current year

(Note: If the bid threshold established in the sponsor's procurement policy statement is less than \$150,000, the smaller bid threshold will govern.)

This organization incorporates the following elements into the Procurement Policy Statement, as required by 2 CFR 200 and 7 CFR parts 210, 3016 and 3019.

- A. Competition: We shall demonstrate our goods and services are procured in an openly competitive manner. Competition will not be unreasonably restricted. [7 CFR 210.21(c)(1)] [2 CFR Part 200.319(a)(1-7)]
- B. Comparability: We recognize for true competition to take place, we must maintain reasonable product specifications to adequately describe the products to be purchased and the volume of planned purchases based upon pre-planned menu cycles. 2 CFR 200.319(a)(6)/7 CFR 3016.36(c)(3)(i)/7 CFR 3019.44(a)(3)(iv)]
- C. Documentation: We shall maintain for the current year and the preceding three years all menus, production records, invitations to bid, bid results, bid tabulations or any other significant materials that will serve to document our policies and procedures. [2 CFR 200.318(i)/7 CFR 3016.36(9)]
- D. Code of Conduct: This program shall be governed by the attached Code of Conduct and it shall apply to all personnel, employees, directors, agents, officers, volunteers or any person(s) acting in any capacity concerning the food service procurement program. [2 CFR 200.318(c)(1)/7 CFR 3016.36(3)(1-1 v)]
- E. Procurement Review Process: This procurement plan shall receive an internal program review on an annual basis by a staff person who is not associated with food service

procurement process. This review shall be summarized in written form and kept with the other required program documentation.

- F. Contract Administration: Purchases shall be checked or verified by designated staff to assure that all goods and services are received and prices verified. All invoices and receipts shall be signed, dated, and maintained in the documentation file. [2 CFR Part 200.318(b)] [7 CFR Part 3016.36(b)(2)]
- G. General Requirements:
- Small, minority and women's businesses enterprises and labor surplus firms are used when possible. [2 CFR 200.321]
  - A cost or price analysis in connection with every procurement action in excess of the Simplified Acquisition Threshold including contract modifications. [2 CFR 200.323(a)]
  - Documented Procurement Procedures and activities will be maintained. [2 CFR 200.318(a)]
- H. Duties of Food Service Supervisor:
1. To work with staff and clients in developing acceptable menus for breakfast and lunch.
  2. To compile market orders or requisitions for purchases which accurately reflect the total quantities of required foods to be ordered per (day, week or month).
  3. To place and confirm orders with vendors, or make plans to purchase the required items.
  4. To keep program menus up to date by testing and using new products and seeking feedback from staff and clients.
  5. To send out bid quotation forms to vendors who have expressed an interest in doing business with the sponsor.
  6. To make procurement awards based on the lowest and best vendor's response as determined by quality, availability, service and price.
  7. To work with vendors on a fair and equal basis.
  8. To develop a list of acceptable brands. (Multiple brands per bid item when possible.)
  9. To conduct an in-house procurement review once per year.

Date of Adoption: 10/1/18

SCHOOL DISTRICT 145  
WAVERLY, NEBRASKA

## **WHS Academic and Behavioral Interventions**

### **Current Struggle:**

Waverly High School currently struggles with providing timely interventions for students needing academic or behavioral supports. We offer detention time at lunch (30 minutes) or before or after school (15-45 minutes) for behaviors like cell phone infractions or tardies that can be taken care of in a limited amount of time. That time is supervised and tracked by both administrators and their administrative assistants, and is not utilized for academic needs or larger behavior concerns. Additional needs for behaviors might include a student who plagiarizes an English essay and needs a larger chunk of time to both serve consequences and complete the plagiarized work in an appropriate manner. By expecting students to re-do the work, we can accurately grade them on their academic achievement rather than behaviors.

A larger argument can be made for the need of more immediate and consistent options for student academic supports. During the 2018-2019 school year, Ryan Ricenbaw instituted hard grading deadlines for high school students. One time each month, students had to turn in any missing work by a certain date or receive a final grade of a zero on whatever was missing. The complications that came with this grading deadline were numerous: teachers were confused on whether there should be exceptions made for work turned in after the deadline, students were receiving zeros on tests and quizzes which tanked their grades, students who already struggled in school still didn't get the supports necessary to be successful with these deadlines, and some teachers were holding strong to the deadline while others weren't. The lack of consistency confused students and made hard grading deadlines less intimidating and less powerful. Students who were part of the Student Assistance Team (SAT) or on 504s for medical reasons leading to absences from school, still did not have the motivation/time/support needed to complete the work. Students identified in Special Education have unique extended deadlines for accommodations that were muddled by the system. In an end-of-the-year survey, teachers asked for more direction on how to hold students accountable.

One of the problems with the hard grading deadline was that while it gave a date to students and teachers to guide homework completion, it did not provide the location, time, or support for students to do so. Many students who already struggle in school do not have the home environment or support conducive to completing work on time. The hard grading deadline was also not very timely in identifying an academic struggle because it only happened once each month. Sometimes by the time a student earned zeros for every missing assignment, it was too late to provide the instruction needed to help them out.

### **Potential Solution/Support:**

I am hoping to institute a more immediate, consistent intervention to meet the needs of both students and staff members, by providing an "After Hours," which is a 2-hour block of time for students to utilize, 2 times each week (Mondays and Wednesdays). During past school years, After Hours time has been scheduled and supervised by the assistant principal. Because of additional supervision duties, After Hours has become an inconsistent, spotty support system in place and arranged around high school activities. This inconsistency has made it difficult to support both students and teachers in providing quality intervention times for academic and

behavioral needs. In our end-of-the-year survey, staff replied that grading deadlines once each month were not sufficient for holding students accountable. This intervention option would give staff members two opportunities each week to make sure students had their work turned in and tests and quizzes completed. A staff member (to be determined later using a sign-up system) would be responsible for supervising students staying after school in a controlled environment (library or classroom), and holding them accountable for completing work. National Honor Society members will be present to help with student tutoring on each intervention night (2 on each day). My hope is that these intervention opportunities can:

- Reduce the failure rate at WHS by giving students more immediate supports
- Improve our graduation rates
- Decrease the number of students needing alternate pathways for education (i.e. LIFE)
- Reduce the achievement gap between students identified as Free and Reduced lunch, Special Education, Student Assistance Team, 504s, and typically higher achieving students

In a more immediate mindset, I hope these interventions will:

- Support our Red Card system of student accountability for participation in activities (students failing classes or having multiple Ds are not permitted to participate in competitions)
- Support our students who know that getting homework done at home is not an option
- Support our staff members who know students need the time to work but are unable to stay after for as long or as frequently as the student needs assistance
- Increase the amount of communication between teachers and both students and parents about student achievement and accountability
- Provide opportunities for National Honor Society members to volunteer their time tutoring peers
- Reduce negative behaviors with more regular consequences in place

#### **Needs:**

In order to see these interventions come to fruition, here are some items that would need to be in place:

- A stipend for supervising teachers
  - \$25/hour
  - Approximately 2 times per week over 177 student days = 60 After Hours
  - 60 AH x 2 hours each x \$25 per hour = \$3,000 per year to fund
- Food/snacks provided for students staying after
- 2 NHS tutors per evening (Volunteer hours--I will work with Cody Gregory to set this up)
- Utilization of Activity bussing (I have already spoken with Carleen about this support)
  - Activity buses leave high school at 6 pm, Monday through Thursday
  - Carleen would need a head count of travelers on the intervention day
  - Students would need a bus pass--this can serve as the reminder slip and be delivered to classrooms the day before the intervention is to take place

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

HEAD BOYS BASKETBALL	5976	Ryan Reeder	Cat. VIII, Lev.3,6 yrs.
RESERVE BOYS BASKETBALL	3122	Andrew Broders	Cat. VI, Lev.2 ,3 yrs.
9 <sup>TH</sup> BOYS BASKETBALL	3478	Shawn Ekwall	Cat. VI, Lev.4 ,7 yrs.
ASST BOYS BASKETBALL	3478	Joel Fritz	Cat. VI, Lev.4 ,7 yrs.
7-8 BOYS BASKETBALL x 4	2230	Anthony Harms	Cat. IV, Lev.4 ,7 yrs.
	2051	Rob Retzlaff	Cat. IV, Lev 3, 5 yrs.
	1873	Creighton Pearse	Cat. IV, Lev.2, 4 yrs.
		TBA	Cat. IV,Lev. , yrs.
INTRAMURAL MS BASKETBALL	535	Tina Kreikemeier	Cat.I, Lev.2, 3 yrs.
	535	Tina Kreikemeier	Cat.I, Lev.2 ,3 yrs
			Cat I, Lev. , yrs
HEAD GIRLS BASKETBALL	6154	John Cockerill	Cat. VIII, Lev.4, 7 yrs.
ASST GIRLS BASKETBALL	3300	Drew Shively	Cat. VI, Lev 3, 5 yrs.
9TH GIRLS BASKETBALL	3122	Ted Retzlaff	Cat. VI, Lev.2 ,4 yrs.
7-8 GIRLS BASKETBALL x 4	2230	Vicki Fehringer	Cat. IV, Lev. , yrs.
	1873	Madison Jones	Cat. IV, Lev. 4, 7+ yrs.
	2230	Christy Scott	Cat. IV, Lev. 2, 3 yrs.
HEAD CROSS COUNTRY	4995	Laura Hilkemann	Cat. IV, Lev.4, 7 yrs.
ASST CROSS COUNTRY	3300	Jeff Cole	Cat. VII, Lev. 1, 1 yrs.
M.S. CROSS COUNTRY		TBA	Cat. VI, Lev. 3, 6 yrs.
HEAD FOOTBALL	5976	Reed Manstedt	Cat. IV, Lev , yrs.
ASSISTANT FOOTBALL x 4	3122	Matt Brewer	Cat. VIII, Lev. 3,5 yrs.
	3478	Brian Benson	Cat. VI, Lev.2 ,3 yrs.
	2943	Michael Ziola	Cat. VI, Lev. 4, 7 yrs.
	3122	Brian Jackson	Cat. VI, Lev. 1, 2 yrs.
9TH FOOTBALL x 2	3478	Aaron Jones	Cat.VI, Lev.2, 3yrs.
	3478	Eric Dolezal	Cat. VI, Lev.4, 7 yrs.
7-8 FOOTBALL x 4	1695	Jerry Dittenber	Cat. VI, Lev.4, 7 yrs.
	2230	Craig Thewke	Cat IV, Lev. 1 , 2 yrs
	2230	Anthony Harms	Cat. IV, Lev.4, 7+ yrs.
	1873	Creighton Pearse	Cat. IV, Lev. 4, 7 yrs
HEAD BOYS GOLF	3478	Mike Cobelens	Cat IV, Level 2, 4 yrs.
HEAD GIRLS GOLF	3478	Mike Cobelens	Cat. VI, Lev. 4 , 7 yrs.
HEAD BOYS SOCCER	4995	Michael Ziola	Cat. VI, Lev.4 ,7yrs.
ASST BOYS SOCCER	3300	Ryan Reeder	Cat. VII, Lev.1 , 1 yr.
HEAD GIRLS SOCCER	5530	Joel Fritz	Cat. VI, Lev.3 ,6 yrs.
ASST GIRLS SOCCER	3478	Ben Welch	Cat. VII, Lev. 4, 7yrs.
HEAD GIRLS SOFTBALL	4995	Amanda Schaefer	Cat. VI, Lev.4,7 yrs.
ASST GIRLS SOFTBALL	3478	Joe Selvage	Cat. VII, Lev.1 , 2 yrs.
ASST GIRLS SOFTBALL	2943	Madison Jones	Cat. VI, Lev.4, 7 yrs.
HEAD BOYS TENNIS	3478	Tammy Tegler	Cat. VI, Lev.1, 1 yr
ASST BOYS TENNIS	1695	Mackenzie Lee	Cat. V, Lev.4, 7yrs.
HEAD GIRLS TENNIS	3478	Tammy Tegler	Cat. IV, Lev.1 ,1 yr.
ASST GIRLS TENNIS	1695	Mackenzie Lee	Cat. VI, Lev.4, 7 yrs.
HEAD TRACK	5619	Brian Benson	Cat. IV, Lev. 1, 1yr
ASSISTANT TRACK x 6	3478	Craig Thewke	Cat. VIII, Lev 1, 1yr.
	3478	Cody Gregory	Cat. VI, Lev.4, 7+ yrs.
		TBA	Cat. VI, Lev. 4 ,7 yrs.
		TBA	Cat. VI, Lev , yrs.
	3478	Brady Rohlfs	Cat. VI, Lev. , yrs.
	3478	Allen Osborn	Cat. VI, Lev 4, 7 yrs.
7-8 BOYS & GIRL'S TRACK X 5	2230	Vicki Fehringer	Cat. VI, Lev.4 , 7yrs.
	1695	Brad Bowker	Cat. IV, Lev. 4, 7+ yrs.
	2230	Daryl Poppe	Cat. IV, Lev. 1, 2 yrs.
		TBA	Cat. IV, Lev. 4, 7+ yrs.
		TBA	Cat. IV, Lev. , yrs.
	2051	Emily Finley	Cat. IV, Lev. 3, 5yrs.
	1695	Creighton Pearse	Cat. IV, Lev. 1, 2yrs.
HEAD VOLLEYBALL	6154	Terri Neujahr	Cat. VIII, Lev. 4,7+ yrs.
ASST VOLLEYBALL	3122	Karissa Heun	Cat. VI, Lev.2 ,3 yrs.

9TH VOLLEYBALL	2943	Katelyn Seitz	Cat. VI, Lev.1, 2 yrs.
7-8 Volleyball x 4		TBA	Cat. IV, Level , yrs.
		TBA	Cat. IV, Level , yrs.
	2230	TBA	Cat. IV, Lev. , yrs
		Jen Wilke	Cat. IV, Lev.4 ,7 yrs
INTRAMAURAL MS VOLLEYBALL(8 <sup>th</sup> )		TBA	Cat, I, Lev. , yrs.
(7 <sup>th</sup> ) 535		Tina Kreikemeier	Cat. I, Lev. 2, 3 yrs.
<b>STRENGTH</b>			
ASSISTANT (School Year)	2230	Brian Benson	Cat. IV, Lev. 4, 7 yrs.
ASSISTANT (School Year)	2051	Reed Manstedt	Cat. IV, Lev. 3, 5 yrs.
HEAD COACH (School Year)	2765	Anthony Harms	Cat VII, Lev.4,7 yrs.
HEAD COACH (Summer)	2765	Anthony Harms	Cat. VII, Lev. 4, 7 yrs.
ASSISTANT (Summer)	2051	Reed Manstedt	Cat. IV, Lev.3 ,5 yrs.
ASSISTANT (Summer)	2230	Brian Benson	Cat. IV, Lev.4, 7 yrs.
HEAD WRESTLING	5619	Eric Dolezal	Cat. VIII, Lev. 1, 1yr.
ASST WRESTLING	3478	Jordan Malcolm	Cat. VI, Lev. 4, 7 yrs
	3300	Brad Conoyer	Cat. VI, Lev. 3, 5 yrs
7-8 WRESTLING x 2		TBA	Cat. IV, Lev. , yrs.
		TBA	Cat. IV, Lev. , yrs.
HEAD BASEBALL		TBA	Cat. VII, Lev. , yrs.
RESERVE BASEBALL		TBA	Cat. VI, Lev. , yrs.
ASST BASEBALL	2873	Drew Beyer	Cat. VI, Lev.2 ,3 yrs
CHEERLEADERS	3478	Jamie Lanik	Cat. VI, Lev.4, 7 yrs.
ASST CHEERLEADERS	1695	Brandy Withrow	Cat. IV, Lev.1 ,2 yrs.
DANCE TEAM	2497	Maryn Heald	Cat.V, Lev.2, 3 yrs.
CHOIR & VOCAL	2230	Rachel Kornfeld	Cat. IV, Lev. 4, 7+ yrs.
SWING CHOIR	2051	Rachel Kornfeld	Cat. III, Lev. 4, 7+ yrs.
MARCHING BAND	3478	Brady Rohlfs	Cat. VI, Lev. 4, 7+ yrs.
HS JAZZ BAND	2051	Jim Kucera	Cat. III, Lev. 4, 7+ yrs.
MS JAZZ BAND	1427	Jim Kucera	Cat. II, Lev. 4, 7+ yrs.
PEP BAND	2051	Brady Rohlfs	Cat. III, Lev. 4, 7+ yrs.
MS INSTRUMENTAL MUSIC	1427	Jim Kucera	Cat. II, Lev. 4, 7+ yrs.
ASST. MARCHING BAND	1695	Lindsay Vanarsdall	Cat. IV, Lev. 1, 2yrs.
HS CONCERT BAND	2051	Brady Rohlfs	Cat. III, Lev. 4, 7+ yrs.
ELEM MUSIC PERFORMANCE	1070	Emily Berry	Cat. II, Lev.2, 4 yrs.
	1249	Elliott Crouch	Cat. II, Lev.3, 5 yrs.
HS MUSICAL	2497	Blake Tobey	Cat. V, Lev. 2, 4 yrs.
	2497	Madison White	Cat.V, Lev. 2, 4 yrs.
SCHOOL PLAY DIRECTOR	2854	Brittany Hying	Cat. V, Lev.4, 7 yrs.
ASSISTANT SCHOOL PLAY DIRECTOR	2051	Blake Tobey	Cat. III, Lev.4,7 yrs.
ONE ACT PLAY		TBA	Cat. V, Lev. , yrs
HEAD SPEECH	3122	Spencer Jakub	Cat. VI, Lev.2, 3 yrs.
ASSISTANT SPEECH	2051	Jodie Morgenson	Cat. IV, Lev.3, 5 yrs.
FCCLA	1427	½ Mallory Gregory	Cat. V, Lev. 4, 7yrs.
	1249	½ Michael Ziola	Cat. V, Lev. 2, 3 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	2854	Tara Bohaboj	Cat. V, Lev. 4, 7 yrs.
SKILLS USA	2854	Aaron Jones	Cat. V, Lev.4, 7 yrs.
ACADEMIC TEAM	1070	David Hartman	Cat. II, Lev. 2, 4 yrs.
HS ART CLUB	357	Lindsay Foxhoven	Cat. I, Lev.1, 1yr.
MS ART CLUB	714	Amanda Hellerich	Cat. I, Lev.3, 6 yrs.
NATIONAL HONOR SOCIETY	1427	Cody Gregory	Cat. II, Lev. 4, 7 yrs.
GERMAN CLUB		TBA	Cat. I, Lev.2 ,yrs.
SPANISH CLUB	268	½ Laura Hilkemann	Cat. I, Lev. 2, 3 yrs
	268	½ Cass Didier	Cat. I, Lev. 2, 3 yrs
DRAMA CLUB	357	Brittany Hying	Cat. I, Lev. 1, 1 yr.
SADD	179	½ Abbie Huenink	Cat. I, Lev.1, 2yrs
	268	½ Cass Didier	Cat. I, Lev. 2, 3 yrs.
SCIENCE CLUB	714	Jamie Burns	Cat. I, Lev.3, 5 yrs.
MATH CLUB	714	Cindy Boss	Cat. 1, Lev.3, 6yrs.

SR HIGH STUDENT COUNCIL	848	½ David Hartman	Cat. III, Lev. 2, 4 yrs
	937	½ Mark Robles	Cat. III, Lev. 3 ,5 yrs
HISTORY CLUB	357	Natalie Madsen	Cat. 1, Lev. 1, 1 yr
MS STUDENT COUNCIL	268	½ Jeromy Doele	Cat. I, Lev.2 , 4 yrs.
	179	½ Madison Jones	Cat. I, Lev.1, 2 yrs.
JR CLASS SPONSOR	1427	Kelly Bielenberg	Cat. II, Lev.4, 7 yrs.
UNIFIED BOWLING	1516	Emily Finley	Cat. III, Lev.1,2 yrs
	1695	Abbie Huenink	Cat. IV, Lev.1, 2 yrs
ROBOTICS	1695	Aaron Jones	Cat. IV, Lev.1, 2 yrs
<b><i>SPED UNIT LEADERS</i></b>			
EAGLE	2854	Tammy Gress	Cat. V, Lev. 4 ,7 yrs.
HAMLOW	2854	Cara Piper	Cat. V, Lev. 4, 7 yrs.
INTERMEDIATE	2854	Joetta Jarecke	Cat. V, Lev. 4, 7 yrs
MIDDLE SCHOOL	2676	Cindy Schmidt	Cat.V, Lev. 3, 6 yrs.
HIGH SCHOOL	2854	Wendy Boitnott	Cat. V, Lev.4, 7 yrs.
<b><i>TEAM MATE COORDINATORS</i></b>			
	1249	Christy Scott	Cat. II, Lev 3, 5 yrs.
	892	Brook Ruhter	Cat. II, Lev. 1, 2 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	

# NCSA Federal Update

## FORESIGHT LAW+POLICY

NCSA is proud to provide our members with this monthly federal update from Foresight Law + Policy

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By Reg Leichty, Foresight Law+Policy

July 2019

Since NCSA's June federal policy update, Congress and the Administration have continued work on several important education issues, including examining educator recruitment, preparation and professional development, the future of the Higher Education Act, fiscal year 2020 funding for education, and much more. Only one legislative week remains on the congressional calendar before the Senate and House adjourn for the long summer recess. That means Congress will work most of the next five weeks in their states and districts, leaving staff to continue work on unfinished business, including the federal budget. We hope you will carefully review this month's update and lend your expertise and voice to the federal education policy process.

### Congress

#### **House Education and Labor Subcommittees Hold Educator Preparation Hearing**

The House Education and Labor Subcommittees on Early Childhood, Elementary and Secondary Education and Higher Education and Workforce Investment held a joint hearing titled "Educating our Educators: How Federal Policy Can Better Support Teachers and School Leaders". The hearing highlighted the nation's growing teacher shortages and ideas for recruiting, preparing and retaining successful educators. Several witnesses discussed how leadership institutes in their states are working to meet the professional development needs of principals. The witnesses called on Congress to simplify the Higher Education Act's (HEA) educator preparation data reporting and called for greater flexibility in using HEA Title II funding. Other recommendations and success stories highlighted by the witnesses included providing a full-year of residency prior to college graduation, ensuring each new teacher is paired with a mentor teacher for several years, and creating a pipeline for students to explore teaching as a career earlier in their education (high school and possibly as early as middle school). Witnesses and Members of Congress also discussed the barriers to minority students becoming teachers and what can be done to eliminate those barriers, such as improving and expanding loan forgiveness programs. Each witness stressed the importance of state and local community control, but they also noted that federal educator preparation and professional development funding is critical for local success. Member statements and witness testimony can be found [here](#) along with a video archive of the hearing.

#### **Senate Committee to Examine School Safety Practices, including Related Student Data Use**

On July 25, the Senate Homeland Security and Government Affairs Committee will hold a hearing titled "Examining State and Federal Recommendations for Enhancing School Safety Against Targeted Violence".

Among other topics, the committee plans to examine emerging state and local efforts to use student data to promote school safety. The hearing was prompted, in part, by a Florida plan to create a statewide school safety database that includes sensitive student information.

In 2018, Florida lawmakers approved a new law placing notable new requirements on school districts, including an obligation to share a vast array of sensitive, personally identifiable student data with law enforcement and state agencies. Responding to an inquiry by Education Week, the Florida Department of Education (FDE) said that covered data could include students' course schedules, participating in scholarship and dropout-prevention programs, past homeless status, immunization status, and even the Individualized Education Plans of students in special education. The new law requires FDE to coordinate with the Florida Department of Law Enforcement to create "a centralized integrated [student] data repository" and data analytics resource. The student data repository's purpose is to help leaders make decisions about students that may pose a public safety threat. By law, the database must include – but is not limited to – "timely, complete, and accurate information" about students from social media, the Florida Department of Children and Families, FDE, the Florida Department of Juvenile Justice, and local law enforcement.

More information about the hearing, including access to a live and archived webcast of the proceeding, is available [here](#).

## **Administration**

### **Department of Education Approves Additional States for Innovative Assessment Pilot**

Georgia and North Carolina were [approved](#) to participate in the [Innovative Assessment Demonstration Authority](#) (IADA), an assessments pilot program under ESSA, during the 2019-2020 school year. According to the Department of Education, the goal of the IADA is to "encourage local involvement in the development of the next generation of assessments." [Georgia](#) intends to pilot two different innovative assessments, one that uses adaptive interim assessments and the other will use on-demand assessments to provide real-time data on student performance. [North Carolina](#) will use a customized, end-of-year assessment for each student, which will be based on the student's performance on two formative assessments during the school year.

### **Department of Education Invites Special Education Planning Grant Applications**

This week, the Federal Office of Special Education and Rehabilitation Services invited states to apply for planning funding designed to help them increase instructional time and reduce administrative burdens. The grant program seeks to promote academic achievement for students with disabilities by providing technical assistance, supporting model demonstration projects, disseminating useful information, and implementing activities that are supported by scientifically based research. The estimated available funds for this program total \$1,500,000. The Department of Education will not make an award exceeding \$150,000 for a single budget period of 12 months. Applications are due by August 14, 2019 and further information is available [here](#).

### **FCC Eliminates Educational Broadband Service**

The Federal Communications Commission, by a 3-2 vote, agreed to a plan established by Chairman Agit Pai to eliminate the Educational Broadband Service and instead auction the remaining EBS licenses to the highest commercial bidder for delivery of 5G wireless services. The vote disappointed Nebraska leaders who urged the FCC to provide the state an opportunity to acquire new EBS licenses, so that they could

use the wireless spectrum to provide high capacity broadband services to rural students. Senator Fischer, Senator Sasse, Representative Bacon, and Representative Smith joined together to support the state's request. The agency's decision not only ignored Nebraska's request, but also the recommendation of the U.S. Department of Education, other Members of Congress, and many national education organizations.

### **FCC Invites Public Comment on the E-rate Program**

Earlier this week the Federal Communications Commission published a notice in the Federal Register inviting public comment on a proposal to make the E-rate program's "category two" funding formula permanent. The Notice of Proposed Rule Making also invites school districts and other stakeholders to suggest new eligible services for E-rate category two support, which could include areas such as WiFi on school buses and cybersecurity. NSBA plans to file comments in the proceeding and we invite members input into that process. NSBA's comments must be submitted to the FCC no later than August 16, 2019 and reply comments are due no later than September 3, 2019.

### **Notable New K-12 Legislation**

- H.R.3827 To promote and support collaboration between Hispanic-serving institutions and Hispanic-serving school districts, and for other purposes. Sponsor: Rep. Castro, Joaquin [D-TX-20]
- H.R.3809 To amend the Food and Nutrition Act of 2008 to expand the eligibility of students to participate in the supplemental nutrition assistance program, and for other purposes. Sponsor: Rep. Lawson, Al, Jr. [D-FL-5]
- H.R.3808 To amend the Higher Education Act of 1965 to include teacher preparation for computer science in elementary and secondary education. Sponsor: Rep. Kilmer, Derek [D-WA-6]
- H.R.3778 To amend the Public Health Service Act to authorize certain grants (for youth suicide early intervention and prevention strategies) to be used for school personnel in elementary and secondary schools and students in secondary schools to receive student suicide awareness and prevention training, and for other purposes. Sponsor: Rep. Cleaver, Emanuel [D-MO-5]
- H.R.3444 School Food Modernization Act Sponsor: Rep. DeSaulnier, Mark [D-CA-11]
- H.R.3743 To amend the Higher Education Act of 1965 to require that certain information with respect to nutrition assistance programs be annually disclosed, and for other purposes. Sponsor: Rep. Fudge, Marcia L. [D-OH-11]
- H.R.3692 To amend the Higher Education Act of 1965 to provide greater access to higher education for America's students, to eliminate educational barriers for participation in a public service career, and for other purposes. Sponsor: Rep. Torres, Norma J. [D-CA-35]
- H.R.3689 To prohibit States from suspending, revoking, or denying State-issued professional licenses or issuing penalties due to student default. Sponsor: Rep. Shalala, Donna E. [D-FL-27]
- H.R.3674 To amend the Higher Education Act of 1965 to eliminate origination fees for Federal Direct Loans. Sponsor: Rep. Davis, Susan A. [D-CA-53]
- H.R.3667 To create a new Federal grant program that provides grants to State libraries to allow schools with summer lunch programs to keep their libraries open for student use during the summer months. Sponsor: Rep. Morelle, Joseph D. [D-NY-25]

- H.R.3662 To amend the Higher Education Act of 1965 to ensure that student borrowers are provided relief from their student loans in the instance of substantial misrepresentation or omission by an institution of higher education. Sponsor: Rep. McBath, Lucy [D-GA-6]
- H.R.3659 To establish an Anti-Bullying Roundtable to study bullying in elementary and secondary schools in the United States, and for other purposes. Sponsor: Rep. Rose, Max [D-NY-11]
- H.R.3647 To provide temporary impact aid construction grants to eligible local educational agencies, and for other purposes. Sponsor: Rep. Cox, TJ [D-CA-21]
- S.2085 A bill to authorize the Secretary of Education to award grants to eligible entities to carry out educational programs about the Holocaust, and for other purposes. Sponsor: Sen. Rosen, Jacky [D-NV]
- S.2070 A bill to create a new Federal grant program that provides grants to State libraries to allow schools with summer lunch programs to keep their libraries open for student use during the summer months. Sponsor: Sen. Merkley, Jeff [D-OR]



**Reg Leichty**  
 Founding Partner  
 Foresight Law + Policy

With over two decades of legal, policy, and lobbying experience, Reg advises education leaders, national associations, and other stakeholders about the federal laws, regulations, and programs that directly impact and support efforts to expand and improve educational opportunities. Among other laws, he counsels clients about the Elementary and Secondary Education Act, the Individuals with Disabilities Education Act, the Family Educational Rights and Privacy Act, and the Universal Service provisions of the Telecommunications Act of 1996. His current work focuses on federal requirements and programs related to education technology, early learning, accountability and assessment, data use, and educator professional development and preparation.

<https://www.flpadvisors.com/>

## NASB Monthly Update for Board Meetings - Agenda Item: AUGUST 2019

### “NASB Update”

Back to School! As a board, some items to be focused on during August include:

- Monitor progress of district goals, link goals to discussion and action items
- Review your Strategic Plan Progress Report
- Conduct a Board/Administrator Budget Work Session
- Review Certification of District’s Assessed Valuation
- Hold a Public Budget Hearing / Adopt Budget; Due on or before September 20
- Review Alternative Education Program
- Hold a Board/All Staff Gathering
- Negotiations employee’s agent request recognition; Due September 1(year preceding contract year)
- Committee on Americanism/Civics; Due beginning of school year
- State school safety director is required to complete an assessment of the security of each school building no later than August 31, 2019

### **Speaking of Board/All Staff Gatherings ...**

We have had a lot of asks the past few years to incorporate some of NASB’s videos into these gatherings. You are more than welcome to share these with your students, staff and communities at any time. They can be found and shared at [www.vimeo.com/NASBonline](http://www.vimeo.com/NASBonline)

### **Networking & Events**

August begins NASB’s tour of the state as we make our way to nine stops during the annual Area Membership Meetings, beginning August 20<sup>th</sup> ... the full schedule is below, and the agenda can be found on the registration page at <http://members.nasbonline.org/index.php/area-membership-meetings>

- Tuesday, August 20, 2019 | Valentine
- Wednesday, August 21, 2019 | Fremont
- Thursday, August 22, 2019 | La Vista
- Monday, August 26, 2019 | Gering
- Tuesday, August 27, 2019 | North Platte
- Wednesday, August 28, 2019 | Kearney
- Wednesday, September 4, 2019 | York
- Wednesday, September 18, 2019 | Nebraska City
- Wednesday, September 25, 2019 | Norfolk

State Conference registration for both rooms and the conference itself is fast approaching as well ... more information to come but mark your calendar as September 11<sup>th</sup> is the day all of that opens!

***You can learn more, and register for the above events at [www.NASBonline.org](http://www.NASBonline.org)***

### **Advocacy/Interim Studies:**

Your NASB Legislation Committee met in July to discuss the initial agenda and gameplan for the 2020 legislative session. Look for more information at Area Membership Meetings, and at the annual Delegate Assembly in November.

Reminder: Interim Studies to keep an eye on ... (none of these have currently been scheduled for an interim hearing yet)

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

Follow NASB on twitter at [www.twitter.com/NASBOnline](https://www.twitter.com/NASBOnline) using the hashtag #liveNASB  
and on facebook at [www.facebook.com/NASBOnline](https://www.facebook.com/NASBOnline)

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

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

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

# STUDENT - PARENT HANDBOOK OF SCHOOL DISTRICT #145 2019-2020

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**School District #145 Student-Parent Handbook  
2019-2020 School Year**

**Foreword**

**Section 1 Intent of Handbook**

This handbook is intended to be used by students, parents and staff as a guide to the rules, regulations, and general information about School District #145. Each student is responsible for becoming familiar with the handbook and knowing the information contained in it. Parents are encouraged to use this handbook as a resource and to assist their child in following the rules contained in this handbook.

Although the information found in this handbook is detailed and specific on many topics, the handbook is not intended to be all encompassing so as to cover every situation and circumstance that may arise during any school day, or school year. This handbook does not create a “contract.” The administration reserves the right to make decisions and make rule revisions at any time to implement the educational program and to assure the well-being of all students and the educational program. The administration will be responsible for interpreting the rules contained in the handbook. Should a situation or circumstance arise that is not specifically covered in this handbook, the administration will make a decision based upon all applicable school district policies, and state and federal statutes and regulations.

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### Waverly Intermediate School

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Jennifer Wilhelm		Cook
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### Hamlow Elementary School

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### Eagle Elementary School

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**Section 6      Transportation**

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Carla Baer		Bus Driver
Anthony Bayer		Mechanic
Lynn Dowding, Jr.		Bus Driver
Dee Fortkamp		Bus Driver
Debbie Hennessy		Bus Driver
Shelly Janssen		Van Driver
Stephen Jipp		Bus Driver
Todd Morton		Bus Driver
Omar Saenz		Bus Driver
Rick Spoerl		Bus Driver
Fred Starr		Bus Driver
Jerry Steinmeyer		Bus Driver
Kenneth Talbert		Bus Driver
Billie Trouba		Bus Driver

**Section 6      School Calendar**

See school calendar attached.

## **Article 1 – Mission and Goals**

### **Section 1 School Mission Statement**

Welcome to School District #145. The Board of Education, administration and staff are committed to providing an environment where every child can grow and learn in a positive environment.

### **Section 2 Goals and Objectives**

The goals and objectives of the School District #145 are to provide:

1. A curriculum that is based on state standards; comprehensive, coordinated, and sequential and is directed toward locally approved goals and standards for student learning. It draws upon research, best practice, and reputable theory and provides the foundation for standards-based instruction. The instructional program focuses on achievement and provides for the diverse learning needs of all students including learners with disabilities and high ability learners. Curriculum and instruction help students develop content and skill mastery, analytical thinking, problem solving, work ethics, creativity, and respect for diversity.
2. An instructional program that focuses on achievement and provides for the needs of all students including learners with disabilities and high ability learners. It draws upon research, best practice, and reputable theory broad enough yet with sufficient depth to allow education for all of the students.
3. Assessment procedures and results that assist teachers in planning and providing appropriate instruction for all students. Assessment results also provide information for monitoring program success, and for reporting to parents, policy makers, and the community. The school periodically reviews procedures to improve assessment quality and increase student learning. The information assists schools in establishing and achieving improvement goals.
4. A library/media/technology program that provides a wide range of accessible print and electronic resources that expand opportunity for learning, contribute to information literacy, support the local curriculum, and enhance and enrich learning experiences for all students. The program provides materials through onsite and electronic access that complement, supplement, and enrich curriculum and instruction. It facilitates research, supports and encourages personal interest in reading and the study of current events, and develops technological and other skills for accessing, evaluating, and using resources.
5. Instructional staff who have appropriate training and preparation to work with the students assigned to them, who are knowledgeable of principles of child growth and development and of the curriculum content for which they are responsible, who use teaching strategies that engage students actively in learning, and who help students understand and apply content across subject areas. Staff development activities that support the school's efforts in curriculum development, instructional improvement, assessment, and general school improvement to achieve school improvement goals.
6. Administration that exercises leadership in the development and implementation of school goals and policies. Administrators who demonstrate leadership in

management and operation of the school system and in the improvement of curriculum and instruction. Building administrators who provide leadership to curriculum, instruction, assessment, and school improvement. They guide staff and students in achieving goals and fulfill other functions supportive of quality learning.

7. A systematic ongoing process that guides planning, implementation, and evaluation and renewal of school improvement activities to meet local and statewide goals and priorities. The school improvement process focuses on improving student learning. The process includes a periodic review by visiting educators who provide consultation to the school/community in continued accomplishment of plans and goals.
8. A school system that demonstrates accountability to the school community. School staff periodically assesses and reports student progress toward accomplishment of academic content standards. Results are used to plan and make needed changes to improve instruction for all students.
9. School facilities and a general environment that supports quality learning. Facilities and grounds are safe, orderly, and well maintained, and facilities that have adequate space, lighting, and furnishings. The system has plans or provisions for climate-controlled buildings to the extent feasible. The environment is emotionally safe and supportive and promotes respect, trust, and integrity.
10. A Board of Education that governs through orderly procedures which focus efforts of the school upon quality learning, result in equitable opportunities for learning for all students, and insure accountability to the local community.
11. An activities program that is scheduled outside the regular school day, focuses on active participation of all students involved in the activity, and promotes a positive image of the school and community.
12. A welcoming environment for parents and the community.

## **Add District Essentials**

### **Section 3 Mutual Respect**

The School District #145 expects every staff member and student to be treated with respect and dignity.

A show of disrespect toward a staff member or insubordination on the part of students will not be tolerated.

### **Section 4 Complaint Procedures**

The proper procedure for a parent or student to make complaints or raise concerns is to begin with the school employee who is most immediately or directly involved in the matter, as illustrated in the complaint procedure set forth below. There are specific procedures to address certain complaints or concerns, such as discrimination or harassment, bullying, disciplinary actions. Those procedures should be used where applicable.

#### **1. Complaint procedure**

Step 1. Schedule a conference with the staff person most immediately or directly involved in the matter.

Step 2. Address the concern to the Principal if the matter is not resolved at Step 1.

Step 3. Address the concern to the Superintendent if the matter is not resolved at Step 2.  
Step 4. Address the concern to the Board of Education if the matter is not resolved at Step 3.

2. Conditions Applicable to All Levels of Complaint Procedure

All information to be considered at each step should be placed in writing in order to be most effective. Action or decisions will be expedited as quickly as possible, typically within ten (10) calendar days, depending on the nature of the complaint and the need for prompt resolution.

## Article 2 – School Day

### Section 1 Daily Schedule

Period 1	: a.m. – : a.m.	Period 5	: a.m. – : p.m.
Period 2	: a.m. – : a.m.	Period 6	: p.m. – : p.m.
Period 3	: a.m. – : a.m.	Period 7	: p.m. – : p.m.
Period 4	: a.m. – : a.m.	Period 8	: p.m. – : p.m.

### Section 2 Shortened Schedule

Period 1	: a.m. – : a.m.	Period 5	: a.m. – : p.m.
Period 2	: a.m. – : a.m.	Period 6	: p.m. – : p.m.
Period 3	: a.m. – : a.m.	Period 7	: p.m. – : p.m.
Period 4	: a.m. – : a.m.	Period 8	: p.m. – : p.m.

### Section 3 Severe Weather and School Cancellations

The Superintendent may close public schools in case of severe weather. Representatives of the Superintendent’s staff will notify local news media when inclement weather warrants such action. The information is broadcast regularly by radio and television stations.

Decision to Close Schools. A decision to close school is made when forecasts by the weather service, law enforcement advisories or civil defense officials indicate that it would be unwise to hold school. If possible, a decision about the next school day will be made by 9 p.m. for announcement during the 10 p.m. news. An early decision is not always possible because of uncertain weather conditions. School officials will make periodic assessments of conditions during the night and will decide early in the morning (by 6 a.m. if possible). In any case, **an announcement will be made to the news media or by district alert system when schools will be closed.** In some instances, schools will be open, but certain services may be cancelled (bus transportation, pre-school, kindergarten, student activities).

After School Starts. Every attempt will be made to avoid closing school once classes are in session. In some instances closing school during the day is inevitable if children are to safely return home before the brunt of a major storm hits. In these cases as much advance notice as possible will be given to parents. If school is closed during the day the notice will be broadcast by the media. **Parents should have a plan in place to accommodate these circumstances.**

Parental Decisions. **Parents may decide to keep their children at home in inclement weather because of personal circumstances.** Students absent because of severe weather when school is in session will be marked absent. The absence will be treated like any other absence for legitimate causes provided parents properly notify the school of their decision. Parents may pick up their children in inclement weather during the school day. Students will not normally be dismissed from school during severe weather on the basis of a telephone request.

What Not To Do. Parents should not attempt to come to school during a tornado warning. **School officials are not permitted to release students from the school building during a tornado warning.** Tornado safety procedures are practiced regularly by students and staff members. Also, parents are urged not to call radio and television stations and school buildings during severe weather.

Emergency Conditions. The school has a signal which, when activated, includes the necessity to either evacuate the building or to move to safer areas of the building. Regular drills are held as required by law through the school year. There are plans for Emergency Exit system, Tornado Warning System, and Critical Incident Response.

#### **Section 4      Closed Campus**

All students are required to remain on campus during the school day. Students are not excused to leave school grounds during lunch periods unless they have received specific permission to do so by a principal.

#### **Section 5      Supervision Responsibility Before/After School**

##### Arrival at School/Dismissal From School

Students are expected to arrive at school no more than 15 to 20 minutes prior to the first class or school program in which they are participating. **Prior to that time, the school is not responsible for supervision of the students.** Students will not be permitted to enter earlier unless the Principal determines it to be necessary due to inclement weather or other factors. Students are to enter through their assigned entrance and proceed to designated areas.

Students will be dismissed at the end of the last period of the school day unless there are other circumstances (early dismissal, detention etc.). Upon dismissal, students must leave the school grounds and proceed home or to a previously designated location unless participating in a school-sponsored activity. **The school is not responsible for supervision of students once the students are to have left school grounds.**

Certain days on the calendar are “shortened days,” meaning that the school day starts or ends other than on the normal schedule. Parents are strongly encouraged to be aware of those days so their children are not left in an unsupervised situation or without a means to get home upon dismissal.

##### Signing a Child In and Out of School

Parents or guardians are required to sign their children in and/or out of school if they are entering after their first class or leaving prior to their final class. The parent or guardian must report to the main office for this purpose. The sheet for signing a child in and/or out of school is located on the front counter. If a child is being signed out, the school secretary will call the appropriate classroom and indicate to the teacher that the child is leaving. Parents are not to go directly to the classrooms. The schools will only release children to adults designated by the parent on the emergency card.

If there is a special circumstance, such as a court order limiting access to a student by a parent or guardian, affecting who a student can be released to, the parent must inform the Principal and provide the Principal with a copy of that order to maintain on file at the school.

#### Supervision at Dismissal

Parents or guardians of children in grades Pre-K to 6, where the child does not use district-provided transportation after dismissal, may request the school or program not release the child to walk home after dismissal unless the child is released to the parent or legal guardian or an escort designated by the parent or guardian. The parent or guardian may designate up to two (2) escorts. Parents or guardians requesting their children only be released to the parent or guardian or a designated escort after dismissal must submit a completed written request with the Principal to this effect.

Students who leave before the end of the day are to be signed out by a parent or guardian or an escort designated by the parent or guardian.

#### Emergency Closing Procedures

Parents are requested to provide an emergency contact telephone number to have on file in the event of an emergency closing or any other general or individual situation that requires the immediate presence of a parent/guardian. In the event that parents do not have such a number or cannot be contacted, it will be assumed that the parent has instructed their children concerning the procedure they are to follow should school be dismissed early. Realizing that the school might be unable to reach all parents, it is suggested that all children be advised as to what they are to do should they ever be dismissed early. It is recommended that parents give their children an alternate destination and that the building principal be made aware of this information.

If conditions allow and supervision is available in the event of an early dismissal, the child will be held in school until the normal dismissal time. If the parent or guardian has not arrived to pick up the child by the normal dismissal time, law enforcement or child protective services may be contacted to ensure the safety of the child.

## **Article 3 – Use of Building and Grounds**

### **Section 1      Visitors**

All visitors must report to the office, upon entering the main entrance, to sign in and receive a visitor's pass. Visits to classrooms during the first week of school and the last week of school may be limited to ensure a smooth transition. Visits by parents to classrooms are encouraged; provided that the visits do not disrupt the educational program, individual students, or create a safety concern. Visits should be kept under an hour. If a parent wants to observe the classroom, the parent should contact the principal to arrange this so the principal can arrange an appropriate time. All decisions regarding outside visitors will be at the discretion of the building principal.

### **Section 2      Smoke-Free Environment**

All of our school buildings and grounds are smoke and tobacco-free. We would appreciate your help in meeting the goal of a smoke and tobacco-free environment for our children. When you attend school events, including athletic events, please abide by our District's policy.

### **Section 3      Care of School Property**

1. Students are responsible for the proper care of all books, equipment, supplies and furniture supplied by the school.
  
2. Students who disfigure property, break windows or do other damage to school property or equipment will be required to pay for the damage done or replace the item and/or face additional school consequences.

Fines are determined on books according to the following criteria:

Lost Book:	Replacement cost
Missing one or both covers:	Same as lost book
Loose Cover:	\$1.00
Missing Page:	50 cents per page (up to replacement cost)
Torn Page:	20 cents per page (up to replacement cost)
Marks that cannot be erased:	20 cents per mark (up to replacement cost)

School-issued items that are stolen or damaged from unlocked lockers are the responsibility of the student to whom they were issued. Students must pay all fines before they can receive school publications and final grades.

#### **Section 4 Lockers**

Each student will have access to a locker. Students must use their own lockers and are not to share lockers with other students except as assigned by school officials. We recommend that the locker be locked with a combination lock. Students may turn in an extra key to homeroom teachers if they choose to use a key lock. Students are expected to keep all books, etc., in their assigned locker. Students are also responsible for the cleanliness inside their locker and the door of their locker. Students may be assessed a fine for damage to lockers.

#### **Section 5 Searches of Lockers and Other Types of Searches**

Student lockers, desks, computer equipment, and other such property are owned by the school. The school exercises exclusive control over school property. Students should not expect privacy regarding usage of or items placed in or on school property, including student vehicles parked on school property, because school property is subject to search at any time by school officials. Periodic, random searches of lockers, desks, computers and other such property may be conducted in the discretion of the administration.

The following rules apply to searches of students and of a student's personal property and to the seizure of items in a student's possession or control:

1. School officials may conduct a search if there is a reasonable basis to believe that the search will uncover evidence of a crime or a school rule violation. The search is to be conducted in a reasonable manner under the circumstances.
2. Random searches of student lockers, desks, and other similar school property provided for use by students may be conducted in the discretion of the administration.
3. Drug or alcohol tests may be conducted on students based on reasonable suspicion.
4. Drug or alcohol tests may be conducted on a random basis for students participating in extracurricular activities, provided that: a) the student gave consent for testing in advance (attendance at or participation in the extracurricular activity may be withheld in the absence of consent), b) the testing actually be random, c) that the testing procedures limit any intrusion on student privacy, and provide for an appropriate level of confidentiality and accuracy, and d) that the response to positive tests take into consideration student safety and compliance with laws related to reporting and releasing students to law enforcement.
5. School officials may search offices and storage devices provided to or used by employees where permitted by law, such as where reasonable grounds exist for suspecting that a search will turn up evidence that the employee has committed work-related misconduct, or that a search is necessary for a non-investigatory work-related purpose, such as to retrieve a file.

6. Searches of the District's computer system may be conducted in the discretion of the administration at any time.

### **Section 6 Video Surveillance**

The Board of Education has authorized the use of video cameras on School District property to ensure the health, welfare and safety of all staff, students and visitors to District property, and to safeguard District facilities and equipment. Video cameras may be used in locations as deemed appropriate by the Superintendent.

Notice is hereby given that video surveillance may occur on District property. In the event a video surveillance recording captures a student or other building user violating school policies or rules or local, state or federal laws, the video surveillance recording may be used in appropriate disciplinary proceedings against the student or other building user and may also be provided to law enforcement agencies.

### **Section 7 Recording of Others (Board Policy 1102)**

To ensure the privacy and confidentiality of student information, no person is authorized to record or transmit any sound or image of any person (including themselves) without the prior consent or authorization of either (1) the person or persons being recorded or whose image or sound is being transmitted, (2) by authorized staff for purposes of child welfare (for example, to record images of injuries to students caused or believed to be caused by another person), or (3) the Superintendent or Superintendent's designee. This prohibition applies to all persons, including staff, students and community members, regardless of the content or context of the image or sound; however, this provision shall not apply to District-sponsored athletic or activity events where the focus of the recording or transmission is on the student performances or activity. Nothing in this provision shall prohibit the recording of an Individualized Education Program meeting if the recording is necessary to ensure that the parent understands the IEP or the IEP process or to implement other parental rights guaranteed by the Individuals with Disabilities Education Act.

### **Section 8 Use of Telephone**

There is a courtesy phone available for student use in the school office. The office phone will only be allowed in an emergency or when a student is ill.

### **Section 9 Bicycles**

Bicycles must be parked in the racks provided. All bicycles should be equipped with locks and comply with city ordinances. The school is not responsible for damage or theft of parts while bicycles are on school property.

### **Section 10 Student Valuables**

Students, not the school, are responsible for their personal property. Students are cautioned not to bring large amounts of money or items of value to school. If it is necessary to bring valuable items or more money than is needed to pay for lunch, leave the money or valuables with a staff member in the school office for temporary safe-keeping. Even then, the school is not in a position to guarantee that the student's property will not be subject to loss, theft, or damage.

### **Section 11 Lost and Found**

Students who find lost articles are asked to take them to the office, where the articles can be claimed by the owner. If articles are lost at school, report that loss to office personnel. Items not claimed will be donated.

### **Section 12 Accidents**

Every accident in the school building, on the school grounds, at practice sessions, or at any athletic event sponsored by the school must be reported immediately to the Principal.

### **Section 13 Laboratory Safety Glasses**

As required by law, approved safety glasses will be required of every student and teacher while participating in or observing vocational, technical, industrial technology, science, and art classes. All visitors to these areas must check out a pair of safety glasses when entering any of these areas.

### **Section 14 Insurance**

Under Nebraska law the District may not use school funds to provide general student accident or athletic insurance. The District requires that all student participants in athletic programs have injury and accident insurance and encourages all students who are in classes with risk of personal injury or accident to have insurance coverage. The District does not make recommendations nor handle the premiums or claims for any insurance company, agent or carrier. Information about student insurance providers will be available in the school office or on school bulletin boards.

### **Section 15 Bulletins and Announcements**

Bulletin boards and display cases are available for school-related and approved materials to be posted and displayed. Posters to be used in the halls or materials for distribution will need to be approved by the Principal's office. Posters are not to be attached to any painted wall surfaces. Place posters on marble, glass, metal, brick and wood. The person or organization responsible for distributing the posters is responsible to see that all posters are removed within 48 hours after the event.

### **Section 16 Copyright and Fair Use Policy (Board Policy 6800)**

All district staff shall adhere to the provisions of the federal copyright law and maintain high ethical standards in using copyrighted materials. Persons securing permission, licenses, or entering into other contractual arrangements shall maintain adequate records regarding the use of copyrighted materials. The district shall provide no legal support to any employee who violates the copyright law. Willful infringement of this law by students or staff may result in disciplinary action.

The Board of Education recognizes that computer software piracy contributes to higher costs and decreases commercial incentives for the development of quality educational computer software. In circumstances where the interpretation of the copyright law is ambiguous, the district shall determine appropriate use of computer software by referring to the license agreement and / or policy statements contained in the software packages used in the district.



## **Article 4 – Attendance**

### **Section 1                    Attendance Policy (Board Policy 5000)**

All children who reside in the school district and are of legal school age are eligible to attend school. The admission of students shall be strictly in accordance with the provisions of the state law.

District 145 requires regular and punctual student attendance. Administration is responsible for developing further attendance rules and regulations which are published in student handbooks. Principals and teachers are required to maintain an accurate record of student attendance.

Every person residing in the school district, who is a parent or legal guardian of any student, who is enrolled in a district school, shall cause such student to attend regularly, each day school is in session unless excused by school authorities or exempted by law, or has received a high school diploma or General Equivalency Diploma.

### **Section 2                    Attendance and Absences (Board Policy 5000)**

A child is of mandatory attendance age if the child will reach age 6 prior to January 1 of the then current school year and has not reached 18 years of age.

Exceptions for Younger Students Attendance is not mandatory for a child who has reached the age of 6 years prior to January 1 of the then current school year, and who will not reach age 7 prior to January 1 of such school year, if the child's parent or legal guardian has signed and filed with the school district, in which the child resides, an affidavit stating either the child is participating in an education program which the parent or legal guardian believes will prepare the child to enter grade one for the following school year; or the parent or legal guardian intends for the child to participate in a school which has elected or will elect, pursuant to law, not to meet accreditation or approval requirements and the parent or legal guardian intends to provide the Commissioner of Education with a statement pursuant to section 79-1601(3) on or before the child's seventh birthday.

Exceptions for Older Students Attendance is not mandatory for a child who has obtained a high school diploma by meeting statutory graduation requirements; or has completed the program of instruction offered by a school which elects, pursuant to law, not to meet accreditation or approval requirements; or has reached the age of 16 years and has been withdrawn from school in the manner prescribed by law.

A person who has legal or actual charge or control of a child who is at least 16 but less than 18 years of age may withdraw such child from school before graduation and be exempt from the mandatory attendance requirements if an exit interview is conducted and a withdrawal form is signed.

Exit Interview The process is initiated by a person who has legal or actual charge or control of the child submitting a withdrawal form. The form is to be as prescribed by the Commissioner of Education. Upon submission of the form, the Superintendent or Superintendent's designee shall

set a time and place for an exit interview if the child is enrolled in District 145 or resides in District 145 and is enrolled in a private, denominational, or parochial school.

The exit interview shall be personally attended by (a) the child, unless the withdrawal is being requested due to an illness of the child making attendance at the exit interview impossible or impracticable; (b) the person who has legal or actual charge or control of the child who requested the exit interview; (c) the Superintendent or Superintendent's designee; (d) the child's principal or the principal's designee if the child at the time of the exit interview is enrolled in a school operated by the school district; (e) any other person requested by any of the required parties who agrees to attend the exit interview and is available at the time designated for the exit interview which may include, for example, other school personnel or the child's principal if the child is enrolled in a private school.

At the exit interview, the person making the written request must present evidence that (a) the person has legal or actual charge or control of the child and (b) the child would be withdrawing due to either financial hardships requiring the child to be employed to support the child's family or one or more dependents of the child, or an illness of the child making attendance impossible or impracticable.

The Superintendent or designee shall identify all known alternative educational opportunities, including vocational courses of study, that are available to the child in the school district and how withdrawing from school is likely to reduce potential future earnings for the child and increase the likelihood of the child being unemployed in the future. Any other relevant information may be presented and discussed by any of the parties in attendance.

At the conclusion of the exit interview, the person making the written request may sign a withdrawal form provided by the school district agreeing to the withdrawal of the child or may rescind the written request for the withdrawal.

Withdrawal Form. Any withdrawal form signed by the person making the written request shall be valid only if the child also signs the form, unless the withdrawal is being requested due to an illness of the child making attendance at the exit interview impossible or impracticable, and the Superintendent or designee signs the form acknowledging that the interview was held, the required information was provided and discussed at the interview, and, in the opinion of the Superintendent or designee, the person making the written request does in fact have legal or actual charge or control of the child and the child is experiencing either (i) financial hardship, or (ii) an illness making attendance impossible or impracticable.

Early Withdrawal for Students Enrolled in an Exempt School (Home Schools) A person who has legal or actual charge or control of a child who is at least 16 but less than 18 years of age may withdraw such child from school before graduation and be exempt from the mandatory attendance requirements if such child has been enrolled in a school that elects not to meet the accreditation or approval requirements by filing with the State Department of Education a signed notarized release on a form prescribed by the Commissioner of Education.

Absences from school will be reported as an excused absence or an unexcused absence.

Absences will be cleared through the principal's office in advance, whenever possible. An absence or tardy, even with parental approval, may not be excused. Absences, except for illness and/or death in the family, require advance approval. If a student's absence is unexcused, consequences are outlined in student handbooks. Consequences may include a loss of credit for any class work missed during the absence, along with the student being required to make-up the work and also the time missed.

A student who engages in unexcused absences may be considered truant as per state law. Truancy is a violation of school rules. The consequence of such action may include suspension from classes along with the student being required to make up the time missed. Students who leave the school premises without permission during the school day will be considered truant.

Any administrator, teacher, or member of the board who is aware of any failure on the part of any child, of mandatory school attendance age, to attend school regularly without lawful reason, shall report the violation to the superintendent. The superintendent shall investigate the reported violation. The superintendent shall also investigate any case when personal knowledge, or report or complaint from any resident of the school district, leads the superintendent to believe there is a violation of compulsory attendance laws. The school shall render all services in its power to compel any child to attend a public, private, denominational, or parochial school, which the parent or legal guardian of the child shall designate, in an attempt to address the problem of excessive absenteeism.

Students who accumulate five unexcused absences in a quarter shall be deemed to have "excessive absences." Such absences shall be determined on a per day basis for elementary students and on a per class basis for secondary students. When a student has excessive absences, the principal or a member of the administrative staff designated by the administration, will make verbal or written communication and will attempt to solve the excessive absenteeism problem by working with the student and parent or legal guardian.

One or more meetings will be held between the school (administrator or designee, and/or a social worker), the child's parent or guardian, and the child, when appropriate, to address the barriers to attendance. The result of the meeting or meetings shall be to develop a collaborative plan to reduce barriers identified to improve regular attendance. If the parent/guardian refuses to participate in such meeting, the principal shall place documentation of such refusal in the child's attendance records.

#### Excessive Absenteeism Reported to the County Attorney.

The school may report to the county attorney of the county in which the person resides when the school has documented the efforts to address excessive absences, the collaborative plan to reduce barriers identified to improve regular attendance has not been successful, and the student has accumulated more than twenty (20) absences per year. The school shall notify the child's family in writing prior to referring the child to the county attorney. Illness that makes attendance impossible or impracticable shall not be the basis for referral to the county attorney. A report to the county attorney may also be made when a student otherwise accrues excessive absences as

herein defined.

Reporting to the Commissioner. The superintendent or designee shall report to the Commissioner of Education as directed by the Commissioner regarding the number of and reason for any long-term suspension, expulsion, or excessive absenteeism of a student; referral of a student to the office of the county attorney for excessive absenteeism; or contacting of law enforcement officials (other than law enforcement officials employed by or contracted by the school district as school resource officer) by the district relative to a student enrolled in the district.

**School district affidavit forms for a child age 6 to not attend school is attached and considered a part of this board policy.**

Excused and Unexcused Absences. An absence from school will be reported as: (a) an excused absence or (b) an unexcused absence.

1. Excused Absences. Absences should be cleared through the Principal's office in advance whenever possible. An absence or tardy, even by parental approval, may not be excused. All absences, except for illness and/or death in the family, require advance approval. An absence for any of the following reasons will be excused, provided the required procedures have been followed:
  - a. Attendance at a funeral for a member of the immediate family (parents, siblings, and grandparents).
  - b. Illness which causes a student to be absent from school.
  - c. Doctor or dental appointment which require student to be absent from school.
  - d. Court appearances that are required by a court order and the student is not responsible for needing to be in court.
  - e. School sponsored activities which require students to be absent from school.
  - f. Family trips in which student accompanies parent(s)/legal guardian(s).
  - g. Other absences which have received prior approval from the Principal.

The Principal has the discretion to deny approval for the latter two (2) reasons, depending on circumstances such as the student's absence record, the student's academic status, the tests or other projects which may be missed, and in the case of a family trip, whether the trip could be taken during non-school time and the educational nature of the trip.

2. Unexcused Absences: An absence which is not excused is unexcused. If a student's absence is unexcused the student may receive zeros for any class work missed during the absence, and may be required to make-up work and the time missed.

Tardy to School. Students will be considered tardy to school if they are not in their assigned class or ready and attentive in their assigned area when the bell for their first class rings.

Tardy to Class. Students have a sufficient time period between classes to make it to their next assigned class on time. Students will be considered tardy to class if they are not in their assigned classroom when the tardy bell rings, unless they have a pass from the teacher who detained them.

Specific tardy guidelines once students are in the classroom doorway are at the discretion of the classroom teacher.

Leaving School or Class. Students who leave school for any reason during the school day must check out at the office before leaving. Students leaving school must be cleared in advance by a note or phone call from the student's parent or legal guardian. Upon returning to school that same day, students are expected to sign in at the office. A sheet will be available on the office counter for this purpose.

Students who leave school without permission and without signing out in the proper manner, or who leave their assigned classroom without teacher permission, will be considered truant.

### **Section 3      Absence Procedures**

A student will not be allowed to enter class after an absence until an admit slip, based upon a written or verbal parental excuse, or a conditional admit slip, is issued by the Principal's office.

### **Section 4      Make-up Work**

Written make-up work may be assigned for each day missed regardless of the type of absence. If make-up work is not completed, students will receive no credit for the work required.

The student has the responsibility to contact teachers, initially, regarding make-up assignments. Assignment sheets will be sent only for extended absences. Generally, assignment sheets will not be sent out until after three (3) days of absence. If the parents or students have concerns prior to the three (3) days, they are encouraged to contact the teacher.

For excused absences, two school days will be allowed to make up the work for each day missed with a maximum of ten (10) days allowed to complete make up work. If requested, assignment sheets will be prepared for students who are ill. If parents or students request assignment sheets the school should be contacted by no later than 10:00 a.m.

### **Section 5      Attendance is Required to Participate in Activities**

Students participating in school activities must be in attendance at school for at least a half day immediately prior to scheduled activity. Exceptions may be made in the cases of previously scheduled doctor or dental appointments or other unforeseen circumstances. Requests for such exceptions must be made to the building administration prior to the time of the absence and the activity

### **Section 6      Truancy**

A student who engages in unexcused absences may be considered truant as per state law. Truancy is a violation of school rules. The consequence of trancies may include disciplinary action up to expulsion and referral to the county attorney for compulsory attendance violations.

Reporting and Responding to Truant Behavior. Any administrator, teacher, or member of the board of education who knows of any failure on the part of any child age six (6) to eighteen (18) to attend school regularly without lawful reason, shall within three days report such violation to the Superintendent. The Superintendent shall immediately cause an investigation into any such

report to be made. The Superintendent shall also investigate any case when, based on the Superintendent's personal knowledge or based on a report or complaint from any resident of the district, the Superintendent believes that any child is unlawfully absent from school. The school shall render all services in its power to compel such child to attend some public, private, denominational, or parochial school, which the person having control of the child shall designate, in an attempt to remediate the child's truant behavior.

Excessive Absenteeism. Students who accumulate five (5) unexcused absences in a quarter shall be deemed to have "excessive absences." Such absences shall be determined on a per day basis for elementary students and on a per class basis for secondary students. When a student has excessive absences, the following procedures shall be implemented:

1. One or more meetings shall be held between a school attendance officer, school social worker, or other person designated by the school administration and the parent/guardian and the student to report and attempt to solve the truancy problem. If the parent/guardian refuses to participate in such meeting, the principal shall place in the student's attendance records documentation of such refusal.
2. Educational counseling to determine whether curriculum changes, including but not limited to, enrolling the child in an alternative education program that meets the specific educational and behavioral needs of the child.
3. Educational evaluation, which may include a psychological evaluation, to assist in determining the specific condition, if any, contributing to the truancy problem, supplemented by specific efforts by the school to help remedy any condition diagnosed.
4. Investigation of the truancy problem by the school social worker, or if such school does not have a school social worker, another person designated by the administration to identify conditions which may be contributing to the truancy problem. If services for the child and his or her family are determined to be needed, the person performing the investigation shall meet with the parent/guardian and the child to discuss any referral to appropriate community agencies for economic services, family or individual counseling, or other services required to remedy the conditions that are contributing to the truancy problem.

Reporting Habitual Truancy. Students who accumulate twenty (20) unexcused absences or the hourly equivalent per year shall be deemed to be habitually truant. If the student continues to be or becomes habitually truant, the principal shall serve a written notice to the person violating the Nebraska truancy laws (i.e., the person who has legal or active charge or control of the student) warning him or her to comply with the provisions of that law. If within one (1) week after the time the notice is given such person is still violating the school attendance laws or policies, the Principal shall file a report with the county attorney of the county in which such person resides.

## **Article 5 – Scholastic Achievement**

### **Section 1 Grading System (Board Policy 5021, 5022, 5023)**

**Promotion/Retention** Students in grades K through 8 will be promoted to the next grade level at the end of each school year based on the student’s academic achievement, age, maturity, work habits, and school behavior.

Students will normally progress annually from grade to grade. Exceptions may be made when, in the judgment of the teachers and the principal, such exceptions are in the best educational interest of the students involved. Exceptions will always be made after prior notification and explanation to the student’s parents, but the final decision will rest with the school principal.

Students who cannot demonstrate proficiency at their grade levels will be considered for retention. Teachers must notify the principal of these students, make a recommendation to the principal concerning their promotion or retention, and hold a conference with parents. The principal may require remediation as a condition of promotion to the next grade level. Such remediation may include, but shall not necessarily be limited to, a mandatory summer program focused on the area(s) of deficiency or other such alternatives conducted by the district outside the regular school day.

### **Waverly Middle School Academic Requirements and Grading**

The Waverly Middle School credit system is designed to enhance student accountability and to promote and support the educational success of each student. This system requires students to meet specific academic requirements in order to attain promotion from grade to grade in the Waverly Middle School. Students not meeting the requirements of the credit system may need additional time to learn. When a student fails to make progress toward meeting the academic requirements, teachers will work with parents and school administrators to establish appropriate educational strategies in order to provide an opportunity to remediate student deficiencies. Waverly Middle School students may earn credits on a quarter basis; 2.5 credits for passing each core course.

### **Sixth (6th) and Seventh (7th) Grade Credits**

- I. Each core class (math, science, social studies, English, and reading) counts for 2.5 credits per quarter – a total of fifty (50) credits per school year.
- II. Students must earn forty (40) credits in core classes by earning a grade of 70% or above.
- III. Students must pass 75% of their exploratory classes.

### **Eighth (8th) Grade Credits**

- I. Each core class (math, science, social studies and English) counts for 2.5 credits per quarter – a total of 40 credits per school year.

- II. Students must earn thirty (30) credits in core classes by earning a grade of 70% or above.
- III. Students are required to pass 75% of their elective classes.

**Placement Options**

If a student fails to meet the aforementioned requirements, the student’s teaching team will meet to make a recommendation for placement.

Placement options for sixth (6th) and seventh (7th) grade include:

- 1. The student may enroll in summer school and successfully complete the requirements of the summer school program.
- 2. If scheduling permits, the student may be assigned to repeat classes in which the requirements were not met, and/or complete credit recovery courses in which the requirements were not met. 3.The student may be recommended to repeat the entire grade.

Placement options for eighth (8th) grade include:

- 1.The student may enroll in summer school and successfully complete the requirements of the summer school program and/or complete credit recovery courses in which the requirements were not met.
- 2. The student may be recommended to repeat the entire grade.

When a child’s educational progress indicates that he/she may be a candidate for retention, board policy with respect to promotion and retention of students will be followed.

**GRADING SYSTEM – K through 2**

Kindergarten	M	Met
	S	Satisfactory Progress or Introduced
	N	Needs Improvement
Grades 1 & 2	E	Excellent
	S+	Meets Satisfactory Progress
	S	Satisfactory Progress
	S-	Needs Satisfactory Progress
	N	Needs Improvement

**GRADING SYSTEM – Grades 3 through 12**

- A = 94 - 100
- B = 86 - 93
- C = 78 - 85
- D = 70 - 77
- F = 0 - 69
- I = Incomplete

P = Achieving to ability, credit awarded

### **Section 2 High School Yearly Course Requirements**

High school students in all grade levels are required to register in the following courses: Math, Social Studies, Science, Health and Physical Education, and Language-Arts Core.

High school students are required to register in the following exploratory courses:

9th Grade	
10th Grade	
11th Grade	
12th Grade	

All students are required to successfully complete six (6) semesters of exploratory courses. Students also have the option of taking band or a vocal music/study hall combination.

### **Section 3 Graduation Requirements (Board Policy 5023)**

The board approved graduation requirements for Waverly High School represent abilities that are necessary not just for employment and further education, but also those that are essential to becoming a productive and contributing member of society. These requirements are not meant to define minimum competencies; rather, they set a standard for an educated citizen. Students must complete all requirements for graduation prior to the graduation ceremony. Students not completing ALL requirements prior to graduation will not participate in the ceremony.

Two hundred and twenty (220) earned credits are required for graduation from Waverly High School.

The following are the graduation requirements:

**English** – 40 credit hours, including English 9, 10, 11, and Speech or the equivalent.

**Mathematics** – 30 credit hours, including Algebra or the equivalent.

**Social Studies** – 30 credit hours, including American History, World History, and Constitution, or the equivalent.

**Science** – 30 credit hours, including Earth Science, Biology, or the equivalent.

**Physical Education/Health** – 15 credit hours, including health.

**Fine Arts** – 10 credit hours may include music, art, drama, or foreign language.

**Credits** Waverly High School students may enroll for 35 credits a semester or 70 credits a year. Semester credits are awarded according to the number of hours a class is scheduled to meet during a week, i.e. 5 credits for a class that meets 5 days per week. Credits are awarded only on a semester basis.

#### **Section 4 Promotion and Retention (Board Policy 5022)**

Students will be placed at the grade level and in the courses best suited to them academically, socially and emotionally as determined by the professional staff. Students will typically progress annually from grade to grade. A student may be retained at a grade level or be required to repeat a course or program when such is determined in the judgment of the professional staff to be appropriate for the educational interests of the student and the educational program.

#### **Section 5 Schedule Changes**

Students needing schedule changes should notify the Principal. Schedule changes must be initiated by the teachers involved, the Principal or counselor, and the student's parent. Final approval of all schedule changes will be made by the Principal only.

#### **Section 6 Interim Reports**

Various supplemental reports may be made available to parents throughout the school year concerning student's performance. These reports may describe student work of an exceptional nature or work which needs improving. These reports will be sent as the teacher determines appropriate.

Included in the academic improvement report will be a request from the teacher for parents to contact the teacher by phone to discuss the student's academic progress. Teachers will arrange with the parents for days when the student can meet with the teacher outside the regular class period until the student returns to satisfactory academic standing.

#### **Section 7 Report Cards**

Report cards are issued at the end of each quarter. Letter grades are used to designate a student's progress. A grade of "F" (failing) carries no credit. A grade of "I" (incomplete) received at the end of a grading period must be made up within two weeks or missing assignments will receive grades of "0" and those grades will be averaged into the final grade. No incompletes will be given at the end of the fourth quarter, as all course work must be completed by the end of the fourth quarter.

#### **Section 8 Parent-Teacher Conferences**

Parent-teacher conferences will be held first and second semester. Refer to the school calendar for the schedule. Conferences with teachers, at any other time, are possible by calling the school office and making arrangements with the teachers.

#### **Section 9 Honor Roll**

The purpose of the honor roll is to recognize those students who demonstrate academic excellence.

#### Middle School Honor Roll:

Honor Roll will be awarded quarterly. Students in grades 6-8 will be named to the honor roll if they have a 90% combined GPA. Students who obtain a D or F in a class are not eligible for the honor roll, regardless of their overall GPA.

#### High School Honor Roll:

Each student in grades 9-12 who has a 94.0% grade point average or above and no D's or F's for a semester will be placed on the honor roll. Grade averages will be computed by the counselors' office and reviewed by the principal's office.

ACADEMIC LETTER REQUIREMENTS: To qualify for an Academic Letter, students must have maintained a cumulative semester average of at least 94%. Students may receive additional awards each year if they continue to display scholarly excellence.

### **Section 10 National Honor Society**

The National Honor Society chapter of Waverly High School is a duly chartered and affiliated chapter of this prestigious national organization.

#### Admission to the National Honor Society

*(in accordance with Article IX of the National NHS Constitution)*

Membership is open to those students who meet the required standards in four (4) areas of evaluation: scholarship, leadership, service, and character. Standards for selection are established by the national office of NHS and have been revised to meet our local chapter needs. Students are selected to be members by a five (5) member Faculty Council, appointed by the principal, which bestows this honor upon qualified students on behalf of the faculty of our school each semester.

Students in the 10th, 11th, or 12th grades are eligible for membership. For the scholarship criterion, a student must have a cumulative grade point average of 3.5 or better on a 4.0 scale. Those students who meet this criterion are invited, by the NHS adviser, to complete a Student Activity Information Form that provides the Faculty Council with information regarding the candidate's leadership and service. A history of leadership experiences and participation in school or community service is required.

To evaluate a candidate's character, the faculty council uses two forms of input: first, school disciplinary records are reviewed; second, members of the faculty are solicited for input regarding their professional reflections on a candidate's service activities, character, and leadership. These forms and the Student Activity Information Forms are carefully reviewed by the Faculty Council to determine membership. A majority vote of the council is necessary for selection. Candidates are notified regarding selection or non-selection according to a predetermined schedule.

Following notification, a formal induction ceremony is held at the school to recognize all the newly selected members. Once inducted, new members are required to maintain the same level of performance in all four criteria (or better) that led to their selection. This obligation includes regular attendance at chapter meetings when and as scheduled and participation in the chapter service projects(s).

Students or parents who have questions regarding the selection process or membership obligations can contact the chapter adviser.

#### Removal from National Honor Society

A student may be removed from the NHS by action of the Faculty Council, per Article X of the National NHS Constitution, upon a determination that the student:

1. Prior Conduct. Engaged in conduct prior to induction which was not known at the time of induction and which, if known, would have caused denial of induction;
2. Post-Induction Conduct. Engaged in conduct after induction which is grounds for a student to be long-term suspended or expelled from school under the student code of conduct; which is grounds for suspension or removal from any extracurricular activity of the school, or which would cause denial of induction if such conduct had taken place prior to the time of induction.

The student may appeal the Faculty Council’s decision by following the appeal process outlined in Article X in the National NHS Constitution.

#### Article X: Discipline and Dismissal (from the National NHS Constitution)

- Section 1. The Faculty Council, in compliance with the rules and regulations of the National Honor Society, shall determine the procedure for dismissal. A written description of the dismissal procedure shall be available to interested parties. 3
- Section 2. Members who fall below the standards that were the basis for their selection shall be promptly warned in writing by the chapter adviser and given a reasonable amount of time to correct the deficiency, except that in the case of flagrant violation of school rules or the law, a member does not have to be warned.
- Section 3. The Faculty Council shall determine when an individual has exceeded a reasonable number of warnings.
- Section 4. In all cases of pending dismissal, a member shall have a right to a hearing before the Faculty Council. (Note: This hearing is required and is considered “due process” for all members.)
- Section 5. For purposes of dismissal, a majority vote of the Faculty Council is required.
- Section 6. A member who has been dismissed may appeal the decision of the Faculty Council to the principal and thereafter under the same rules for disciplinary appeals in the school district.
- Section 7. NASSP shall hear no appeals in dismissal cases. (Note: Refer to Article VIII, Section 7 regarding the permanent consequences for members when dismissed.)

## **Article 6 - Support Services**

### **Section 1 Special Education Services (Board Policy 6025)**

It is the intention of School District 145 to comply with all applicable laws affecting special education services and programs. The Superintendent or designees shall develop regulations or procedures to implement these policies. Employees and contractors of the District are expected to comply with these policies and all regulations, guidelines and procedures related to this policy in all respects.

The District will abide by all state and federal laws relating to special education. The District's special education policy and regulations, guidelines and procedures related to this policy are to be interpreted so as to be in compliance with such laws. In the event of changes in law, the school administration shall be authorized to implement modifications of practice to comply with such changes (whether the changes impose more or less stringent procedural or substantive requirements) until such time as amended policies are adopted by the Board of Education. References herein to 92 NAC 51 citations are made to Rule 51 as in effect on the date of the adoption of these policies. In the event of renumbering or other revisions to Rule 51, the policy shall be interpreted and implemented consistent with such renumbering or revisions.

#### **1. Free Appropriate Public Education**

A free appropriate public education shall be made available to all children with disabilities residing in the District from date of diagnosis through the school year in which the student reaches 21 years of age, including children with disabilities who have been suspended or expelled.

Legal Reference: 92 NAC 51-004.01 through 004.03A and 007.07C2 through 007.07C6

#### **2. Full Educational Opportunity Goal**

The District shall take steps to ensure that its children with verified disabilities have available to them the variety of educational programs and services available to children without disabilities in the areas served by the District, including art, music, industrial arts, family consumer science education, and vocational education.

Legal Reference: 92 NAC 51-004.11A

#### **3. Child Find**

All children with disabilities residing in the District, including children with disabilities who are homeless or are wards of the state or attending nonpublic schools, regardless of the severity of their disabilities, who are in need of special education and related services, will be identified, located and evaluated and a practical method shall be developed and implemented by the administration to determine which children with disabilities are currently receiving needed special education and related services.

Legal Reference: 92 NAC 51-006.01 through 006.01A2 4.

**4. Individualized Education Program (IEP)**

An individualized education program, or an individualized family service plan, is to be developed, reviewed, and revised for each child with a disability in accordance with 92 NAC 51-007.10E

Legal Reference: 92 NAC 51-007

**5. Least Restrictive Environment**

To the maximum extent appropriate, children with disabilities, including children in public or private institutions or other care facilities, are to be educated with children who are not disabled, and special classes, separate schooling, or other removal of children with disabilities from the regular educational environment will occur only when the nature or severity of the disability of a child is such that education in regular classes with the use of supplementary aids and services cannot be achieved satisfactorily.

Legal Reference: 92 NAC 51-008.01 through 008.011

**6. Procedural Safeguards**

Children with disabilities and their parents shall be afforded the required procedural safeguards.

Legal Reference: 92 NAC 51-009.01 through 009.07; 009.10 through 009.12; 009.14, 006.07 and 016.01 through 016.07C

**7. Evaluation and Identification Procedures**

Children with disabilities shall be evaluated and identified in accordance with 92 NAC 51-006. The District will respond to a request for an Independent Educational Evaluation without unnecessary delay. Locations of any evaluator shall be within a reasonable distance of the District. A reasonable distance means within 100 miles of the school building the child attends and within Nebraska. In the event this geographic area restriction would prevent a parent from obtaining an Independent Educational Evaluation, the location of the evaluator may be outside the specified geographic area but must be within Nebraska. The District will provide the parent(s) with a list of qualified agencies/evaluators within the geographic area. The evaluators are to have their rates approved by the Nebraska Department of Education to be authorized to conduct the evaluation.

Legal Reference: 92 NAC 51-006

**8. Confidentiality of Personally Identifiable Information**

The confidentiality of student records and information shall be maintained in accordance with law.

Legal Reference: 92 NAC 51-003.16, 003.20, 009.03 through 009.03M3

**9. Transition of Children from Part C to Preschool Programs**

Children participating in early intervention programs under Part C of the IDEA (early intervention services) and who will participate in preschool programs assisted under Part B of the IDEA (services for school-aged children) shall experience a smooth and effective transition to those preschool programs in a manner consistent with 92 NAC 51-007.16. By the third birthday of such a child, an individualized education program or an individualized family service plan shall be developed and be implemented for the

child. The District will participate in transition planning conferences arranged by the designated lead agency.

Legal Reference: 92 NAC 51-007-16 through 00716B16

**10. Children in Nonpublic Schools**

To the extent consistent with the number and location of children with disabilities in the District who are enrolled by their parents in nonpublic elementary and secondary schools in the District, provision will be made for the participation of those children in the programs assisted or carried out under Part B of the IDEA (services for school-aged children) by providing them with special education and related services.

Legal Reference: 92 NAC 51-012.08 012.08E and 015.01 through 015.09

**11. Personnel Standards and Personnel Development**

Personnel providing special education or related services to children with disabilities shall be appropriately and adequately in accordance with IDEA requirements and the District will take measurable steps to recruit, hire, train and retain personnel meeting the requirements of IDEA to provide such services.

Legal Reference: 92 NAC 51-010

**12. Participation in and Reporting of State and District Wide Assessments**

All children with disabilities shall be included in all general state and district wide assessment programs, including assessments described under section 612(a)(16)(A) of the IDEA with appropriate accommodations and alternate assessments where necessary and as indicated in their respective individualized education programs. The District will make available to the Nebraska Department of Education the information necessary to carry out its duties relating to the reporting of children with disabilities participation in assessments.

Legal Reference: 92 NAC 51-004.05

**13. Suspension and Expulsion Rates**

The District will examine data, including data disaggregated by race and ethnicity, to determine if significant discrepancies are occurring in the rate of long-term suspensions and expulsions of children with disabilities.

Legal Reference: 92 NAC 51-004.06E

**14. Access to Instructional Materials**

As part of any print instructional materials adoption process, procurement contract, or other practice or instrument used for purchase of print instructional materials, the District will enter into a written contract with the publisher of the print instructional materials to:

1. Require the publisher to prepare and, on or before delivery of the print instructional materials, provide to the National Instructional Material Access Center, electronic files containing the contents of the print instructional materials using the National Instructional Materials Accessibility Standard, or
2. Purchase instructional materials from the publisher that are produced in, or may be rendered in specialized formats.

Legal Reference: 92 NAC 51-004.15B

**15. Over-Identification and Disproportionality**

Procedures shall be in place to ensure that testing and evaluation materials and procedures utilized for the evaluation and placement of children with disabilities will be selected and administered so as not to be racially or culturally discriminatory. Such materials or procedures shall be provided and administered in the child’s native language or mode of communication, unless it is clearly not feasible to do so, and no single procedure shall be the sole criterion for determining an appropriate educational program for a child.

Legal Reference: 92 NAC 51-003.10

**16. Prohibition on Mandatory Medication**

Children shall not be required to obtain a prescription for a controlled substance as a condition of attending school, receiving an evaluation under 92NAC51-006 to determine whether a child has a disability or the nature and extent of special education and related services the child needs, or receiving special education services.

Legal Reference: 92 NAC 51-004.11D2; 21 U.S.C. §812(c)

**17. Transportation**

Transportation will be provided for children with disabilities who are eligible for transportation and residents of the school district as required by law.

Legal Reference: 92 NAC 51-014.01 through 014.02

**18. Surrogates**

A surrogate will be appointed and other action taken to ensure the rights of children with a disability as required by law.

Legal Reference: 92 NAC 51-009.10

**19. Early Intervention Services – Consent**

When a parent refuses to provide consent under 92 NAC 52, a meeting will be held or offered to explain to the parents how their failure to consent affects the ability of their child to receive services under 92 NAC 52.

Legal Reference: 92 NAC 52

**Section 2 Students with Disabilities: Section 504**

Accommodations and related services are made available to students with disabilities under Section 504 of the Rehabilitation Act of 1973. Under Section 504, parents have the following rights:

1. Have your child take part in, and receive benefits from, public education programs without discrimination because of your child’s disability.
2. Have the school district advise you of your rights under federal law.
3. Receive notice with respect to identification, evaluation or placement of your child.
4. Have your child receive a free appropriate public education. This includes the right to be educated with non-disabled students to the maximum extent appropriate. It also includes the right to have the school district make reasonable accommodations to allow your child an equal opportunity to participate in school and school-related activities.

5. Have your child receive services and be educated in facilities which are comparable to those provided to students without disabilities.
6. Have your child receive an individualized evaluation and receive special education and related services if your child is found eligible under Section 504.
7. Have evaluation, eligibility, educational and placement decisions made based on a variety of information sources and by persons who know your child and who are knowledgeable about the evaluation data and placement options.
8. Have transportation provided to and from an alternative placement setting at no greater cost to you than would be incurred if your child were placed in a program operated by the school district.
9. Have your child be given an equal opportunity to participate in nonacademic and extracurricular activities offered by the school district.
10. Examine all relevant records relating to decisions regarding your child's identification, evaluation and placement. Obtain copies of educational records at a reasonable cost on the same terms as records are provided students without a disability unless the fee would effectively deny you access to the records.
11. Receive a response from the school district to reasonable requests for explanations and interpretations of your child's records.
12. Request amendment of your child's educational records if there is reasonable cause to believe that they are inaccurate, misleading or otherwise in violation of the privacy rights of your child. If the school district refuses this request, it shall notify you within a reasonable time, and advise you of the right to a hearing.
13. File a local grievance in accordance with school policy.
14. Request an impartial hearing related to decisions regarding your child's identification, eligibility, and educational program or placement with opportunity for participation by the person's parents or guardian and representation by counsel, and a review procedure. This is provided in the local grievance procedure.

### **Section 3 Guidance Services (Policy No. 6845)**

The school counseling program shall be an integral part of the total program of instruction. The primary areas of school counseling activities, programs and services are educational development, career planning and exploration, and self knowledge and the skills to interact positively with others.

Counselors shall make every effort to respect student confidentially as appropriate and shall consult with the Superintendent or designee at such times when unsure of how to respond to a student's individual concern. A primary function of the school counselor is to work directly with students to serve students' diverse needs and to encourage productive learning experiences.

Goals of the school counseling programs include, but are not limited to, help all students understand the importance of effective career decision making and planning, assist all students in developing an on-going educational plan, and improve student achievement at all levels by integrating school counseling information into other relevant curricular areas. The goals of the school counseling program shall include age-appropriate curriculum, matching activities to the needs of elementary, middle, and high school students, and their families; individual planning with students and parents, supporting them with academic and career information; responsive services

for crisis intervention; and support for administrators, teachers, parents and community with regard to school counseling issues by providing consultation, information, and/or referral.

## **Section 1 Health Services**

### Student Illnesses

Ill students shall seek out the health office in their building to be evaluated prior to contacting parents/guardians. School health personnel will notify parents when a student needs to be sent home from school due to illness. Conditions requiring a student be sent home include: Temperature greater than 100.0°F., vomiting, diarrhea, unexplained rashes, live head lice, or on determination by the school nurse that the child's condition prevents meaningful participation in the educational program, presents a health risk to the child or others, or that medical consultation is warranted unless the condition resolves. Students shall not return to school until they have been fever, vomiting, or diarrhea free WITHOUT the use of medication for at least 24 hours.

Students with communicable/infectious diseases may be required to have a doctor's permission slip to return to school in accordance with State Health Guidelines. Some of these may also require proof of treatment and/or sitting out of school until a full 24 hour's worth of medication has been taken. These could include but are not limited to: Mumps, Measles, Rubella, Varicella, Influenza, Scabies, Conjunctivitis, Pertussis, Impetigo, Ringworm, other non-specific rashes, Mononucleosis, and Streptococcal Infections. Chronic or serious infectious diseases will be handled through the school nurse on a case by case basis. Other school staff may also become involved if an alteration to the school day or attendance may be affected long term. By default, the health staff will follow the Nebraska Emergency Guidelines for schools on the Department of Health and Human Services (DHHS) website, Center for Disease Control (CDC) guidelines/recommendations, and/or Lincoln Lancaster County Department of Health (LLCDH) recommendations.

Please include and update emergency daytime phone numbers on your child's registration and/or student profile so that you can be reached if your child becomes ill or injured while at school. Please also inform your school health office staff of health related information you feel is important for your student's success in the classroom and/or safety at school. District 145 is required to track illnesses, specifically those that are communicable. Communication with the school's health staff regarding your child's symptoms and/or diagnosis is vital.

### Guidelines for Head Lice

The following guidelines are in place to: better control a nuisance condition; reduce absenteeism due to head lice; and involve parents as partners with the school in control efforts:

1. Children will be sent home from school for live head lice. In the event a child has two (2) cases of live lice in a semester, the child will be sent home until free of both live lice and nits (eggs).
2. Health office staff will provide written treatment information and instructions, including how to check and identify head lice\*.
3. A child who is sent home from school for head lice should miss no more than two (2) school days.
4. A child who has been sent from school due to head lice must come to the health office

for inspection before returning to class.

5. A child who returns to class with nits (eggs) will be checked again in 7-10 days.

6. Families are encouraged to report head lice to the school health office.

\*Nit removal will be emphasized for effective management of the condition. For more information call the health staff at your child's school.

### Guidelines for Administering Medication

Whenever possible, your child should be provided medications by you outside of school hours. In the event it is necessary that your child take or have medication available at school, the parents/guardians must provide a signed written consent for the child to be given medication at school. A consent form is available on the district website or at the school health office. Medications must be provided to the school by the parent/guardian in the pharmacy-labeled or manufacturer-labeled bottle. Repackaged medications will not be accepted.

Specific medications such as those for Asthma, Diabetes, Epilepsy, or any other chronic diagnoses may also require their medication to accompany written consent as well as an action plan per NDE Rule 59 Protocol. These forms are available on the district website or in your child's health office. These need to be turned in annually prior to the start of the school year. If the student is capable of self-managing his or her health condition or need to carry their own medication. If the parent/guardian and/or student chooses to carry their own medication, contact the health office to obtain a self-management authorization form to be signed by the student, parent/guardian, and medical professional. This form is also available on the district website.

### School Health Screening

Children in Preschool and Kindergarten through fourth grade, as well as children in seventh and tenth grades are screened for vision, hearing, dental defects, height and weight. Those students that are mid-year transfers, out-of-state transfers, and/or new to the district in any grade level will be screened. Because Nebraska statutes require school-age screening, parents who remove their child from the screening program must submit school equivalent screening results performed by a qualified medical or dental professional dated within the last six (6) months from the first day of school. These results should be turned into the school no later than November 1st. Should the information not be provided, the child will be screened by school health staff.

### Physical and Visual Examination

Evidence of a physical examination and a visual evaluation is required within six (6) months from the date of the first day of school prior to entrance into kindergarten and, in the case of transfer from out of state, to any other grade. A physical examination is also required prior to entrance into the seventh grade. The physical examination is to be completed by a physician, a physician's assistant, or an advanced practice registered nurse; the visual evaluation is to be completed by any of the foregoing or an optometrist. A parent or guardian who objects to the physical examination and/or visual evaluation may submit a written statement of refusal for his or her child. Waiver forms are available in the school health office. Additional physical examination requirements exist for students participating in athletic participation in seventh through twelfth grades.

### Immunizations

Students must show proof of immunization per the Nebraska State Statute and Immunization Schedule. A student who does not comply with the immunization requirements will not be permitted to continue in school after November 1. Students with medical conditions or sincerely held religious beliefs which do not allow immunizations must complete a waiver statement or affidavit. Forms are available in school health offices or on the district website.

Unimmunized students may be excluded from school in the event of a disease outbreak.

**Summary of the School Immunization Rules and Regulations  
For 2019-2020 School Year**

<b>Student Age Group</b>	<b>Required Vaccines</b>
Ages 2 through 5 years enrolled in a school based program not licensed as a child care provider	4 doses of DTaP, DTP, or DT vaccine 3 doses of Polio vaccine 3 doses of Hib vaccine or 1 dose of Hib given at or after 15 months of age 3 doses of pediatric Hepatitis B vaccine 1 dose of MMR or MMRV given on or after 12 months of age 1 dose of varicella (chickenpox) or MMRV given on or after 12 months of age. Written documentation (including year) of varicella disease from parent, guardian, or health care provider will be accepted. 4 doses of pneumococcal or 1 dose of pneumococcal given on or after 15 months of age
Students entering school (Kindergarten or 1st Grade depending on the school district's entering grade)	3 doses of DTaP, DTP, DT, or Td vaccine, one given on or after the 4 <sup>th</sup> birthday 3 doses of Polio vaccine 3 doses of pediatric Hepatitis B vaccine or 2 doses of adolescent vaccine if student is 11-15 years of age 2 doses of MMR or MMRV vaccine, given on or after 12 months of age and separated by at least one month 2 doses of varicella (chickenpox) or MMRV given on or after 12 months of age. Written documentation (including year) of varicella disease from parent, guardian, or health care provider will be accepted. If the child has had varicella disease, they do not need any varicella shots.
Students entering 7 <sup>th</sup> grade	Must be current with the above vaccinations AND receive 1 dose of Tdap (contain Pertussis booster)
Students transferring from outside the state at any grade	Must be immunized appropriately according to the grade entered.

Source: Nebraska Immunization Program, Nebraska Department of Health and Human Services. For additional information, call 402-471-6423.

The School Rules & Regulations are available on the internet: [http://dhhs.ne.gov/Pages/reg\\_t173.aspx](http://dhhs.ne.gov/Pages/reg_t173.aspx) (Title 173: Control of Communicable Diseases - Chapter 3; revised and implemented 2011)

**Updated 01/26/2018**

**Birth Certificate Requirements**

State law requires that a certified copy of a student's birth certificate be provided within 30 days of enrollment of a student in school for the first time. You may obtain a certified copy from the Bureau of Vital Statistics in the state in which your child was born. Assistance in obtaining birth certificates may be obtained from Health Records Management, P.O. Box 95065, Lincoln, NE 68509-5065. There is a fee per certificate.

Please note: The document parents receive from the hospital looks like a birth certificate, but it is not a certified copy. A certified copy has the raised seal of the state of Nebraska on it and is signed by the director of vital statistics.

If a birth certificate is unavailable, other reliable proof of a student's identity may be used. These documents could include naturalization or immigration documents showing date of birth or official hospital birth records, a passport, or a translation of a birth certificate from another country. The documents must be accompanied by an affidavit explaining the inability to produce a copy of the birth certificate.

#### **Section 4      Transportation Services (Board Policy 3100)**

District 145 will provide via purchase or lease, an efficient, safe, and functional fleet of vehicles for transporting students on regular and special education routes and field trips. The board authorizes the use of school vehicles for approved staff and organizational use, and administrative and maintenance functions. Private vehicles may be used instead of district transportation for school related trips under the provisions outlined in Administrative Regulations.

Those eligible to ride school vehicles on regular routes include assigned staff and resident students who live outside the corporate limits of their attendance center. The board reserves the discretion to provide at-cost route service to groups of parents who live within the Eagle and Waverly corporate limits. Students outside the district who attend a School District #145 school as an option student may use district transportation to the extent they can utilize established pick-up and drop-off sites. The district will provide transportation services to qualified students attending state approved, nonprofit, private schools to the extent required by law.

It is the board's intent that one-way riding times on any regular route not exceed 60 minutes. Routes will be established on hard surfaced or well maintained, properly marked, two-lane public through streets or roadways. Buses shall utilize surfaces that meet county roadway specifications.

Drivers are responsible for covering the prescribed routes, for proper care of assigned equipment, and for accounting of all students on their assigned bus routes.

The District will provide appropriate transportation for designated student activity and field trips that relate to educational purposes. Students are not charged a fee for field trip transportation when scheduled as a regular part of the school day or a required part of the instructional program. Extended or special field trips which involve purchasing transportation from other carriers, out-of-town destinations or other expenses may be planned providing district approval is received and supporting funds are raised in a manner consistent with board policy.

School activity groups may be charged a transportation fee by the district if the activity is not a requirement for the group's participation. The fee may include mileage and transportation personnel costs. Advance approval of the trip by the central office is required.

After-school activity routes will be provided during the regular sports seasons to selected drop-off points outside of Waverly.

Student conduct on district transportation will meet the same expectations as established for the classroom setting. Student behavior regulations will be formulated by the transportation director with input from building principals. Drivers are responsible for student behavior on regular routes and will report infractions to the transportation director; student riding privileges will not be suspended without consultation with the appropriate principal.

All complaints concerning transportation services shall be submitted to the Director of Transportation. Specific complaints about bus drivers will be referred in writing to the Director of Transportation. Complaints of student behavior will be reported in writing to the building principal with a copy to the Director of Transportation.

The Business Manager is responsible for evaluating transportation plans and procedures and for recommending ways to improve effectiveness. The Transportation Director is responsible for implementing procedures and administering the transportation program.

### **Behavior on School Buses**

**I. General Conduct Rules Apply:** While riding school buses you are expected to follow the same student conduct rules which apply when you are on school property or attending school activities, functions or events. There are also special conduct rules for riding school buses. These rules also apply to riding other school vehicles.

#### **II. Special Conduct Rules for Riding School Buses.**

##### A. Rules for Getting On and Off the Bus

1. Be on time to be picked up. As a general rule, get to your bus stop five (5) minutes before your scheduled pick up time. If you miss the bus, immediately return to your home and tell your parents so they can get you to school.
2. While waiting for the bus, stay at least five (5) feet away from the street, road or highway. Wait until the bus comes to a complete stop before approaching the bus.
3. You may exit the bus only at your approved destination (your school or your approved bus stop). Exit the bus as directed by the driver. Do not run.
4. If you must cross the street after exiting the bus, always cross in front of the bus where the driver can see you. Wait for the driver to signal to you before crossing the street.

##### B. Rules on the Bus

1. Be respectful of the bus driver. Immediately follow all directions of the driver and any paraeducator or adult on the bus.
2. Sit in your seat facing forward. Use seat belts in vehicles in which they are available.
3. Talk quietly and use appropriate language.
4. Keep all parts of your body inside the bus.
5. Keep your arms, legs and belongings to yourself.
6. No fighting, harassment, bullying, intimidation or horseplay.

7. Do not throw any object.
8. No eating, drinking, use of tobacco, alcohol, drugs or flammables.
9. Do not bring any weapon (real or imitation) or dangerous objects on the school bus.
10. Do not damage the school bus.

**III. Getting the Driver's Assistance:** If you need assistance from the driver, wait until the bus is at a full stop. If you are close enough, tell the driver what you need. If you are too far away for the driver to hear you, ask a student in front of you to get the driver's attention. If necessary, walk up to the driver, while the bus is at a full stop. If you need immediate assistance for an emergency, take all action needed to safely get the help of the driver.

**IV. Consequences for Rule Violations:** Consequences for school bus misconduct may include restriction or suspension of bus privileges and other disciplinary measures, up to and including expulsion from school.

## Article 7 – Drugs, Alcohol and Tobacco

### Section 1 Drug-Free Schools

The District implements regulations and practices which will ensure compliance with the federal Safe and Drug-Free Schools and Communities Act and all regulations and rules promulgated pursuant thereto. The District's safe and drug-free schools program is established in accordance with principles of effectiveness as required by law to respond to such harmful effects. The consistent message of the program is that the use of illicit drugs and the unlawful possession and use of alcohol is wrong and harmful.

### Section 2 Education and Prevention

The District promotes comprehensive, age appropriate, developmentally based drug and alcohol education and prevention programs. The curriculum includes the teaching of both proper and incorrect use of drugs and alcohol for all students in all grades. The District provides in-service orientation and training for staff with regard to drug and alcohol education and prevention programs.

Drug and Alcohol Use and Prevention. Each student of the District is hereby provided a copy of the standards of conduct for student behavior in the District which prohibit the unlawful possession, use, or distribution of illicit drugs and alcohol on school premises or as a part of any of the school's activities.

Drug and Alcohol Education and Prevention Program of the District Pursuant to the Safe and Drug-Free Schools and Communities Laws and Regulations. All students are provided an age appropriate, developmentally based drug and alcohol education and prevention program. The program educates on the adverse effects of the use of illicit drugs and alcohol, with the primary objective being the prevention of illicit drug and alcohol use by students.

Drug and Alcohol Counseling, Rehabilitation and Re-entry Programs. Information concerning available drug and alcohol counseling, rehabilitation, and re-entry programs is available to all of the students upon request of the Counselor. In the event of disciplinary proceedings against a student for any District policy pertaining to the prohibition against the unlawful possession, use, or distribution of illicit drugs and alcohol, appropriate school personnel will confer with the student and the student's parents or guardian concerning available drug and alcohol counseling, rehabilitation, and re-entry programs that appropriate school personnel consider to be of benefit.

Safe and Drug-Free Schools—Parental Notice. Pursuant to the provisions of federal law, if upon receipt of information regarding the content of safe and drug free school programs and activities other than classroom instruction a parent objects to the participation of their child in such programs and activities, the parent may notify the District of such objection in writing. Upon the receipt of such notice the student will be withdrawn from the program or activity to which parental objection has been made.

### **Section 3      Standards of Student Conduct Pertaining to Drugs, Alcohol and Tobacco (Board Policy 5048)**

The board expressly prohibits the unlawful possession, use, or distribution of illicit drugs, tobacco, or alcohol by students on school property or at any school sponsored event or activity. Tobacco means any tobacco product (including but not limited to cigarettes, cigars, and chewing tobacco), vapor products (such as e-cigarettes), alternative nicotine products, tobacco product look-alikes, and products intended to replicate tobacco products either by appearance or effect.

Any student found to be under the influence of alcohol or illegal drugs while on school property or at a school sponsored event or activity will be subject to disciplinary measures. The board authorizes administrators or their representatives to discipline students consistent with state and federal law for any violations of this policy.

The board supports the use of current technologies and resources to detour student use of drugs, tobacco, and alcohol.

These standards are in addition to standards of student conduct elsewhere adopted by board policy or administrative regulation. The District's standards prohibit the possession, use, or distribution of illicit drugs or alcohol on school premises, in school vehicles, or as a part of any of the school's activities on or off school premises. Conduct prohibited at places and activities as hereinabove described shall include, but not be limited to, the following:

1. Possession, use, distribution or being under the influence of any controlled substance, including but not limited to marijuana, any narcotic drug, any hallucinogen, any stimulant, or any depressant.
2. Possession of any prescription drug in an unlawful fashion.
3. Possession, use, distribution or being under the influence of alcohol.
4. Possession, use, distribution, or being under the influence of any abusable glue or aerosol paint or any other chemical substance for inhalation, including but not limited to lighter fluid, whiteout, and reproduction fluid, when such activity constitutes a substantial interference with school purposes.
5. Possession, use, or distribution of any look-alike drug or look-alike controlled substance when such activity constitutes a substantial interference with school purposes.
6. Possession, use or distribution of any tobacco product.

#### **Disciplinary Sanctions**

Violation of any of the above prohibited acts will result in disciplinary sanction being taken within the bounds of applicable law, up to and including expulsion and referral to appropriate authorities for criminal prosecution. In particular, students should be aware that:

1. Violation of these standards may result in suspension or expulsion.
2. Prohibited substances will be confiscated and unlawful substances will be turned over to law enforcement authorities.
3. The student may be referred for counseling or treatment.
4. Parents or legal guardian will be notified.
5. Law enforcement will be notified.
6. If it appears there is imminent danger to the student, other students, school

personnel, or students involved, emergency medical services will be contacted.

**Intervention**

The District does not have the authority or responsibility to make medical or health determinations regarding chemical dependency. However, when observed behavior indicates that a problem exists which may affect the student's ability to learn or function in the educational environment, the school has the right and responsibility to refer the student for a formal chemical dependency diagnosis based on behavior observed by school staff.

**Administration**

The administration is authorized to adopt such administrative rules, regulations or practices necessary to properly implement this policy. Such regulations, rules or practices may vary the procedures set forth herein to the extent necessary to fit the circumstances of an individual situation. Such rules, regulations and practices may include administrative forms, such as checklists to be used by staff to record observed behavior and to determine the proper plan of action.

## Article 8 – Student Conduct Rules

### Section 1 Purpose of Student Conduct Rules (Board Policy 5010)

These student conduct rules are established to maintain a school atmosphere which is conducive to learning, to aid student development, to further school purposes, and to prevent interference with the educational process. Violations of the rules will result in disciplinary action.

### Section 2 Forms of School Discipline

A. Development of Uniform Discipline System. It shall be the responsibility of the Superintendent to develop and maintain a system of uniform discipline. The discipline which may be imposed includes actions which are determined to be reasonably necessary to aid the student, to further school purposes, or to prevent interference with the educational process, such as (without limitation) counseling and warning students, parent contacts and parent conferences, rearrangement of schedules, requirements that a student remain in school after regular hours to do additional work, restriction of extracurricular activity, or requirements that a student receive counseling upon written consent of the parent or guardian, or in-school suspension. The discipline may also include out-of-school suspension (short-term or long-term) and expulsion.

1. Short-Term Suspension: Students may be excluded by the Principal or the Principal's designee from school or any school function for a period of up to five school days (short-term suspension) on the following grounds:

- a. Conduct that constitutes grounds for expulsion, whether the conduct occurs on or off school grounds; or
- b. Other violations of rules and standards of behavior adopted by the Board of Education or the administrative or teaching staff of the school, which occur on or off school grounds, if such conduct interferes with school purposes or there is a nexus between such conduct and school.

The following process will apply to short-term suspensions:

- a. \_\_\_\_\_ The Principal or the Principal's designee will make a reasonable investigation of the facts and circumstances. A short-term suspension will be made upon a determination that the suspension is necessary to help any student, to further school purposes, or to prevent an interference with school purposes.
- b. Prior to commencement of the short-term suspension, the student will be given oral or written notice of the charges against the student. The student will be advised of what the student is accused of having done, an explanation of the evidence the authorities have, and be afforded an opportunity to explain the student's version of the facts.
- c. Within 24 hours or such additional time as is reasonably necessary following the suspension, the Principal or administrator will send a written statement to the student and the student's parent or guardian describing the

student's conduct, misconduct or violation of the rule or standard and the reasons for the action taken.

- d. An opportunity will be given to the student, and the student's parent or guardian, to have a conference with the Principal or administrator ordering the short-term suspension before or at the time the student returns to school. The Principal or administrator shall determine who in addition to the parent or guardian is to attend the conference.
- e. \_\_\_\_\_ A student who on a short-term suspension shall not be permitted to be on school grounds without the express permission of the Principal.

2. Long-Term Suspension: A long-term suspension means an exclusion from school and any school functions for a period of more than five school days but less than twenty school days. A student who on a long-term suspension shall not be permitted to be on school grounds without the express permission of the Principal. A notice will be given to the student and the parents/guardian when the Principal recommends a long-term suspension. The notice will include a description of the procedures for long-term suspension; the procedures will be those set forth in the Student Discipline Act.

3. Expulsion:

a. Meaning of Expulsion. Expulsion means exclusion from attendance in all schools, grounds and activities of or within the system for a period not to exceed the remainder of the semester in which it took effect unless the misconduct occurred (a) within ten school days prior to the end of the first semester, in which case the expulsion shall remain in effect through the second semester, or (b) within ten school days prior to the end of the second semester, in which case the expulsion shall remain in effect for summer school and the first semester of the following school year, or (c) unless the expulsion is for conduct specified in these rules or in law as permitting or requiring a longer removal, in which case the expulsion shall remain in effect for the period specified therein. Such action may be modified or terminated by the school district at any time during the expulsion period. A student who has been expelled shall not be permitted to be on school grounds without the express permission of the Principal. A notice will be given to the student and the parents/guardian when the Principal recommends an expulsion. The notice will include a description of the procedures for expulsion; the procedures will be those set forth in the Student Discipline Act.

b. Suspensions Pending Hearing. When a notice of intent to discipline a student by long-term suspension, expulsion, or mandatory reassignment is filed with the superintendent, the student may be suspended by the principal until the date the long-term suspension, expulsion, or mandatory reassignment takes effect if no hearing is requested or, if a hearing is requested, the date the hearing examiner makes the report of his or her

findings and a recommendation of the action to be taken to the superintendent, if the principal determines that the student must be suspended immediately to prevent or substantially reduce the risk of (a) interference with an educational function or school purpose or (b) a personal injury to the student himself or herself, other students, school employees, or school volunteers.

- c. Summer Review. Any expulsion that will remain in effect during the first semester of the following school year will be automatically scheduled for review before the beginning of the school year in accordance with law.
- d. Alternative Education: Students who are expelled may be provided an alternative education program that will enable the student to continue academic work for credit toward graduation. In the event an alternative education program is not provided, a conference will be held with the parent, student, the Principal or another school representative assigned by the Principal, and a representative of a community organization that assists young people or that is involved with juvenile justice to develop a plan for the student in accordance with law.
- e. Suspension of Enforcement of an Expulsion: Enforcement of an expulsion action may be suspended (i.e., “stayed”) for a period of not more than one full semester in addition to the balance of the semester in which the expulsion takes effect. As a condition of such suspended action, the student and parents will be required to sign a discipline agreement.
- f. Students Subject to Juvenile or Court Probation. Prior to the readmission to school of any student who is less than nineteen years of age and who is subject to the supervision of a juvenile probation officer or an adult probation officer pursuant to the order of the District Court, County Court, or Juvenile Court, who chooses to meet conditions of probation by attending school, and who has previously been expelled from school, the Principal or the Principal’s designee shall meet with the student’s probation officer and assist in developing conditions of probation that will provide specific guidelines for behavior and consequences for misbehavior at school (including conduct on school grounds and conduct during an educational function or event off school grounds) as well as educational objectives that must be achieved. If the guidelines, consequences, and objectives provided by the Principal or the Principal’s designee are agreed to by the probation officer and the student, and the court permits the student to return to school under the agreed to conditions, the student may be permitted to return to school. The student may with proper consent, upon such return, be evaluated by the school for possible disabilities and may be referred for evaluation for possible placement in a special education program. The student may be expelled or otherwise disciplined for subsequent conduct as provided in Board policy and state statute.

4. **Emergency Exclusion:** A student may be excluded from school in the following circumstances:
  1. If the student has a dangerous communicable disease transmissible through normal school contacts and poses an imminent threat to the health or safety of the school community; or
  2. If the student's conduct presents a clear threat to the physical safety of himself, herself, or others, or is so extremely disruptive as to make temporary removal necessary to preserve the rights of other students to pursue an education.

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

If the emergency exclusion will be for five school days or less, the procedures for a short-term suspension shall be followed. If the Superintendent or his or her designee determines that an emergency exclusion shall extend beyond five days, a hearing is to be held and a final determination made within ten school days after the initial date of exclusion. Such procedures shall substantially comply with the procedures set forth in this policy for a long-term suspension or expulsion, and be modified only to the extent necessary to accomplish the hearing and determination within this shorter time period.

5. Other Forms of Student Discipline: Administrative and teaching personnel may also take actions regarding student behavior, other than removal of students from school, which are reasonably necessary to aid the student, further school purposes, or prevent interference with the educational process. Such actions may include, but are not limited to, counseling of students, parent conferences, rearrangement of schedules, requirements that a student remain in school after regular hours to do additional work, restriction of extracurricular activity, or requirements that a student receive counseling, psychological evaluation, or psychiatric evaluation upon the written consent of a parent or guardian to such counseling or evaluation. The actions may also include in-school suspensions. When in-school suspensions, after-school assignments, or other disciplinary measures are assigned, the student is responsible for complying with such disciplinary measures. A failure to serve such assigned discipline as directed will serve as grounds for further discipline, up to expulsion from school.
- B. Student Conduct Expectations. Students are not to engage in conduct which causes or which creates a reasonable likelihood that it will cause a substantial disruption in or material interference with any school function, activity or purpose or interfere with the health, safety, well-being or rights of other students, staff or visitors.
  - C. Grounds for Short-Term Suspension, Long-Term Suspension, Expulsion or Mandatory Reassignment. The following conduct has been determined by the Board of Education to

have the potential to seriously affect the health, safety or welfare of students, staff and other persons or to otherwise seriously interfere with the educational process. Such conduct constitutes grounds for long-term suspension, expulsion, or mandatory reassignment, and any other lesser forms of discipline. The conduct is subject to the consequence of long-term suspension, expulsion, or mandatory reassignment where it occurs on school grounds, in a vehicle owned, leased, or contracted by the school and being used for a school purpose or in a vehicle being driven for a school purpose by a school employee or an employee's designee, or at a school-sponsored activity or athletic event.

1. Willfully disobeying any reasonable written or oral request of a school staff member, or the voicing of disrespect to those in authority.
2. Use of violence, force, coercion, threat, intimidation, harassment, or similar conduct in a manner that constitutes a substantial interference with school purposes or making any communication that a reasonable recipient would interpret as a serious expression of an intent to harm or cause injury to another.
3. Willfully causing or attempting to cause substantial damage to property, stealing or attempting to steal property of substantial value, repeated damage or theft involving property, or setting or attempting to set a fire of any magnitude.
4. Causing or attempting to cause personal injury to any person, including any school employee, school volunteer, or student. Personal injury caused by accident, self-defense, or other action undertaken on the reasonable belief that it was necessary to protect some other person shall not constitute a violation of this subdivision.
5. Threatening or intimidating any student for the purpose of or with the intent of obtaining money or anything of value from such student or making a threat which causes or may be expected to cause a disruption to school operations.
6. Knowingly possessing, handling, or transmitting any object or material that is ordinarily or generally considered a weapon or that has the appearance of a weapon or bringing or possessing any explosive device, including fireworks.
7. Engaging in selling, using, possessing or dispensing of alcohol, tobacco, narcotics, drugs, controlled substance, or an inhalant; being under the influence of any of the above; possession of drug paraphernalia, or the selling, using, possessing, or dispensing of an imitation controlled substance as defined in section 28-401 of the Nebraska statutes, or material represented to be alcohol, narcotics, drugs, a controlled substance or inhalant. Tobacco means any tobacco product (including but not limited to cigarettes, cigars, and chewing tobacco), vapor products (such as e-cigarettes), electronic nicotine delivery systems, alternative nicotine products, tobacco product look-alikes, and products intended to replicate tobacco products either by appearance or effect. Use of a controlled substance in the manner prescribed for the student by the student's physician is not a violation. The term "under the influence" has a less strict meaning than it does under criminal law; for school purposes, the term means any level of impairment and includes even the odor of alcohol or illegal substances on the breath or person of a student; also, it includes being impaired by reason of the abuse of any material used as a stimulant.

8. Public indecency or sexual conduct.
9. Engaging in bullying, which includes any ongoing pattern of physical, verbal, or electronic abuse on school grounds, in a vehicle owned, leased, or contracted by a school being used for a school purpose by a school employee or a school employee's designee, or at school-sponsored activities or school-sponsored athletic events.
10. Sexually assaulting or attempting to sexually assault any person. This conduct may result in an expulsion regardless of the time or location of the offense if a complaint alleging such conduct is filed in a court of competent jurisdiction.
11. Engaging in any activity forbidden by law which constitutes a danger to other students or interferes with school purposes. This conduct may result in an expulsion regardless of the time or location of the offense if the conduct creates or had the potential to create a substantial interference with school purposes, such as the use of the telephone or internet off-school grounds to threaten.
12. A repeated violation of any rules established by the school district or school officials if such violations constitute a substantial interference with school purposes.
13. Truancy or failure to attend assigned classes or assigned activities; or tardiness to school, assigned classes or assigned activities.
14. The use of language, written or oral, or conduct, including gestures, which is profane or abusive to students or staff members. Profane or abusive language or conduct includes, but is not limited to, that which is commonly understood and intended to be derogatory toward a group or individual based upon race, gender, disability, national origin, or religion.
15. Dressing or grooming in a manner which is dangerous to the student's health and safety or a danger to the health and safety of others or repeated violations of the student dress and grooming standards; dressing, grooming, or engaging in speech that is lewd or indecent, vulgar or plainly offensive; dressing, grooming, or engaging in speech that school officials reasonably conclude will materially and substantially disrupt the work and discipline of the school; dressing, grooming, or engaging in speech that a reasonable observer would interpret as advocating illegal drug use.
16. Willfully violating the behavioral expectations for riding school buses or vehicles.
17. A student who engages in the following conduct shall be expelled for the remainder of the school year in which it took effect if the misconduct occurs during the first semester, and if the expulsion for such conduct takes place during the second semester, the expulsion shall remain in effect for the first semester of the following school year, with the condition that such action may be modified or terminated by the school district during the expulsion period on such terms as the administration may establish:
  - a. The knowing and intentional use of force in causing or attempting to cause personal injury to a school employee, school volunteer, or student, except if caused by accident, self-defense, or on the reasonable belief that the force used was necessary to protect some other person and the extent of force used was reasonably believed to be necessary, or

- b. The knowing and intentional possession, use, or transmission of a dangerous weapon other than a firearm.
18. Knowingly and intentionally possessing, using, or transmitting a firearm on school grounds, in a school-owned or utilized vehicle, or during an educational function or event off school grounds, or at a school-sponsored activity or athletic event. This conduct shall result in an expulsion for one calendar year. "Firearm" means a firearm as defined in 18 U.S.C. 921, as that statute existed on January 1, 1995. That statute includes the following statement: "The term 'firearm' means (a) any weapon (including a starter gun) which will or is designed to or may readily be converted to expel a projectile by the action of an explosive; (b) the frame or receiver of any such weapon; (c) any firearm muffler or firearm silencer; or (d) any destructive device." The Superintendent may modify such one year expulsion requirement on a case-by-case basis, provided that such modification is in writing.

Bringing a firearm or other dangerous weapon to school for any reason is discouraged; however, a student will not be subject to disciplinary action if the item is brought or possessed under the following conditions:

- a. Prior written permission to bring the firearm or other dangerous weapon to school is obtained from the student's teacher, building administrator and parent.
- b. The purpose of having the firearm or other dangerous weapon in school is for a legitimate educational function.
- c. A plan for its transportation into and from the school, its storage while in the school building and how it will be displayed must be developed with the prior written approval by the teacher and building administrator. Such plan shall require that such item will be in the possession of an adult staff member at all times except for such limited time as is necessary to fulfill the educational function.
- d. The firearm or other dangerous weapon shall be in an inoperable condition while it is on school grounds.

D. Additional Student Conduct Expectations and Grounds for Discipline. The following additional student conduct expectations are established. Failure to comply with such rules is grounds for disciplinary action. When such conduct occurs on school grounds, in a vehicle owned, leased, or contracted by a school being used for a school purpose or in a vehicle being driven for a school purpose by a school employee or by his or her designee, or at a school-sponsored activity or athletic event, the conduct is grounds for long-term suspension, expulsion or mandatory reassignment.

- 1. Student Appearance: Students are expected to dress in a way that is appropriate for the school setting. Students should not dress in a manner that is dangerous to the health and safety of anyone or interferes with the learning environment or teaching process in our school. Following is a list of examples of attire that will not be considered appropriate, such list is not exclusive and other forms of attire

deemed inappropriate by the administration may be deemed inappropriate for the school setting:

- a. Clothing that shows an inappropriate amount of bare skin or underwear (midriffs, spaghetti straps, sagging pants) or clothing that is too tight, revealing or baggy, or tops and bottoms that do not overlap or any material that is sheer or lightweight enough to be seen through, or otherwise of an appropriate size and fit so as to be revealing or drag on the ground.
- b. Shorts, skirts, or skorts that do not reach mid-thigh or longer.
- c. Clothing or jewelry that advertises or promotes beer, alcohol, tobacco, or illegal drugs.
- d. Clothing or jewelry that could be used as a weapon (chains, spiked apparel) or that would encourage “horse-play” or that would damage property (e.g. cleats).
- e. Head wear including hats, caps, bandannas, and scarves.
- f. Clothing or jewelry which exhibits nudity, makes sexual references or carries lewd, indecent, or vulgar double meaning.
- g. Clothing or jewelry that is gang related.
- h. Visible body piercing (other than ears).

Consideration will be made for students who wear special clothing as required by religious beliefs, disability, or to convey a particularized message protected by law. The final decision regarding attire and grooming will be made by the Principal or Superintendent. In the event a student is uncertain as to whether a particular item or method of grooming is consistent with the school’s guidelines, the student should contact the Principal for approval, and may also review such additional posting of prohibited items or grooming which may be available in the Principal’s office.

Coaches, sponsors or teachers may have additional requirements for students who are in special lab classes, students who are participants in performing groups or students who are representing the school as part of an extracurricular activity program.

On a first offense of the dress code, the student may call home for proper apparel. If clothes cannot be brought to school, the student will be assigned to in-school suspension for the remainder of the day. Students will not be allowed to leave campus to change clothes. Continual violations of the dress code will result in more stringent disciplinary actions, up to expulsion. Further, in the event the dress code violation is determined to also violate other student conduct rules (e.g., public indecency, insubordination, expression of profanity, and the like), a first offense of the dress code may result in more stringent discipline, up to expulsion.

## 2. Academic Integrity.

- a. Policy Statement: Students are expected to abide by the standards of academic integrity established by their teachers and school administration. Standards of academic integrity are established in order for students to

learn as much as possible from instruction, for students to be given grades which accurately reflect the student's level of learning and progress, to provide a level playing field for all students, and to develop appropriate values.

Cheating and plagiarism violate the standards of academic integrity. Sanctions will be imposed against students who engage in such conduct.

b. Definitions: The following definitions provide a guide to the standards of academic integrity:

(1) "Cheating" means intentionally misrepresenting the source, nature, or other conditions of academic work so as to accrue undeserved credit, or to cooperate with someone else in such misrepresentation. Such misrepresentations may, but need not necessarily, involve the work of others. Cheating includes, but is not limited to:

(a) Tests (includes tests, quizzes and other examinations or academic performances):

(i) Advance Information: Obtaining, reviewing or sharing copies of tests or information about a test before these are distributed for student use by the instructor. For example, a student engages in cheating if, after having taken a test, the student informs other students in a later section of the questions that appear on the test.

(ii) Use of Unauthorized Materials: Using notes, textbooks, pre-programmed formulae in calculators, or other unauthorized material, devices or information while taking a test except as expressly permitted. For example, except for "open book" tests, a student engages in cheating if the student looks at personal notes or the textbook during the test.

(iii) Use of Other Student Answers: Copying or looking at another student's answers or work, or sharing answers or work with another student, when taking a test, except as expressly permitted. For example, a student engages in cheating if the student looks at another student's paper during a test. A student also engages in cheating if the student tells another student answers during a test or while exiting the testing room, or knowingly allows another student to look at the student's answers on the test paper.

(iv) Use of Other Student to Take Test. Having another person take one's place for a test, or taking a test for another student, without the specific knowledge and

permission of the instructor.

- (v) Misrepresenting Need to Delay Test. Presenting false or incomplete information in order to postpone or avoid the taking of a test. For example, a student engages in cheating if the student misses class on the day of a test, claiming to be sick, when the student's real reason for missing class was because the student was not prepared for the test.

- (b) Papers (includes papers, essays, lab projects, and other similar academic work):

- i) Use of Another's Paper: Copying another student's paper, using a paper from an essay writing service, or allowing another student to copy a paper, without the specific knowledge and permission of the instructor.

- (ii) Re-use of One's Own Papers: Using a substantial portion of a piece of work previously submitted for another course or program to meet the requirements of the present course or program without notifying the instructor to whom the work is presented.

- (iii) Assistance from Others: Having another person assist with the paper to such an extent that the work does not truly reflect the student's work. For example, a student engages in cheating if the student has a draft essay reviewed by the student's parent or sibling, and the essay is substantially re-written by the student's parent or sibling. Assistance from home is encouraged, but the work must remain the student's.

- (iv) Failure to Contribute to Group Projects. Accepting credit for a group project in which the student failed to contribute a fair share of the work.

- (v) Misrepresenting Need to Delay Paper. Presenting false or incomplete information in order to postpone or avoid turning in a paper when due. For example, a student engages in cheating if the student misses class on the day a paper is due, claiming to be sick, when the student's real reason for missing class was because the student had not finished the paper.

- (c) Alteration of Assigned Grades. Any unauthorized alteration of assigned grades by a student in the teacher's

grade book or the school records is a serious form of cheating.

(2) “Plagiarism” means to take and present as one's own a material portion of the ideas or words of another or to present as one's own an idea or work derived from an existing source without full and proper credit to the source of the ideas, words, or works. Plagiarism includes, but is not limited to:

- (a) Failure to Credit Sources: Copying work (words, sentences, and paragraphs or illustrations or models) directly from the work of another without proper credit. Academic work frequently involves use of outside sources. To avoid plagiarism, the student must either place the work in quotations or give a citation to the outside source.
- (b) Falsely Presenting Work as One's Own: Presenting work prepared by another in final or draft form as one's own without citing the source, such as the use of purchased research papers or use of another student's paper.

(3) “Contributing” to academic integrity violations means to participate in or assist another in cheating or plagiarism. It includes but is not limited to allowing another student to look at your test answers, to copy your papers or lab projects, and to fail to report a known act of cheating or plagiarism to the instructor or administration.

c. Sanctions: The following sanctions will occur when a student engages in cheating, plagiarism, or contributing to an academic integrity offense:

(1) Academic Sanction. The instructor will refuse to accept the student's work in which the academic integrity offense took place, assign a grade of "F" or zero for the work, and require the student to complete a test or project in place of the work within such time and under such conditions as the instructor may determine appropriate. In the event the student completes the replacement test or project at a level meeting minimum performance standards, the instructor will assign a grade which the instructor determines to be appropriate for the work.

(2) Report to Parents and Administration. The instructor will notify the Principal of the offense and the instructor or Principal will notify the student's parents or guardian.

(3) Student Discipline Sanctions. Academic integrity offenses are a violation of school rules. The Principal may recommend sanctions in addition to those assigned by the instructor, up to and including suspension or expulsion. Such additional sanctions will be given strong consideration where a student has engaged in serious or repeated academic integrity offense or other rule

violations, and where the academic sanction is otherwise not a sufficient remedy, such as for offenses involving altering assigned grades or contributing to academic integrity violations.

3. Electronic Devices

a. Philosophy and Purpose. The District strongly discourages students from bringing and/or using electronic devices at school. The use of electronic devices can be disruptive to the educational process and are items that are frequently lost or stolen. In order to maintain a secure and orderly learning environment, and to promote respect and courtesy regarding the use of electronic devices, the District hereby establishes the following rules and regulations governing student use of electronic devices, and procedures to address student misuse of electronic devices.

b. Definitions.

- (1) “Electronic devices” include, but are not limited to, cell phones, Mp3 players, iPods, personal digital assistants (PDAs), compact disc players, portable game consoles, cameras, digital scanners, lap top computers, and other electronic or battery powered instruments which transmit voice, text, or data from one person to another.
- (2) “Sexting” means generating, sending or receiving, encouraging others to send or receive, or showing others, through an electronic device, a text message, photograph, video or other medium that:
  - (i) Displays sexual content, including erotic nudity, any display of genitalia, unclothed female breasts, or unclothed buttocks, or any sexually explicit conduct as defined at Neb. Rev. Stat. § 28-1463.02; or
  - (ii) Sexually exploits a person, whether or not such person has given consent to creation or distribution of the message, photograph or video by permitting, allowing, encouraging, disseminating, distributing, or forcing such student or other person to engage in sexually explicit, obscene or pornographic photography, films, or depictions; or,
  - (iii) Displays a sexually explicit message for sexual gratification, flirtation or provocation, or to request or arrange a sexual encounter.

c. Possession and Use of Electronic Devices.

- (1) Students are not permitted to possess or use any electronic devices during class time or during passing time except as otherwise provided by this policy. Cell phone usage is strictly prohibited during any class period; including voice usage, digital imaging, or text messaging.

(2) Students are permitted to possess and use electronic devices before school hours, at lunch time, and after school hours, provided that the student not commit any abusive use of the device (see paragraph (d)(1). Administrators have the discretion to prohibit student possession or use of electronic devices on school grounds during these times in the event the administration determines such further restrictions are appropriate; an announcement will be given in the event of such a change in permitted use.

(3) Electronic devices may be used during class time when specifically approved by the teacher or a school administrator in conjunction with appropriate and authorized class or school activities or events (i.e., student use of a camera during a photography class; student use of a lap top computer for a class presentation).

(4) Students may use electronic devices during class time when authorized pursuant to an Individual Education Plan (IEP), a Section 504 Accommodation Plan, or a Health Care Plan, or pursuant to a plan developed with the student's parent when the student has a compelling need to have the device (e.g., a student whose parent is in the hospital could be allowed limited use of the cell phone for family contacts, so the family can give the student updates on the parent's condition).

d. Violations

(1) Prohibited Use of Electronic Devices: Students shall not use electronic devices for: (a) activities which disrupt the educational environment; (b) illegal activities in violation of state or federal laws or regulations; (c) unethical activities, such as cheating on assignments or tests; (d) immoral or pornographic activities; (e) activities in violation of Board or school policies and procedures relating to student conduct and harassment; (f) recording others (photographs, videotaping, sound recording, etc.) or otherwise transmitting images and/or sounds of another person or persons without direct administrative approval and consent of the person(s) being recorded, other than recording of persons participating in school activities that are open to the public; (g) "sexting;" or (h) activities which invade the privacy of others. Such student misuses will be dealt with as serious school violations, and immediate and appropriate disciplinary action will be imposed, including, but not limited to, suspension and expulsion from school.

(2) Disposition of Confiscated Electronic Devices: Electronic devices possessed or used in violation of this policy may be confiscated by school personnel and returned to the student or parent/guardian at an appropriate time. If an electronic device is

confiscated, the electronic device shall be taken to the school's main office to be identified, placed in a secure area, and returned to the student and/or the student's parent/guardian in a consistent and orderly way.

(i) First Violation: Depending upon the nature of the violation and the imposition of other appropriate disciplinary action, consequences at a minimum may include a relinquishment of the electronic device to the school administration and a conference between the student and school principal or assistant principal. The electronic device shall remain in the possession of the school administration until such time as the student personally comes to the school's main office and retrieves the electronic device.

(ii) Second Violation: Depending upon the nature of the violation and the imposition of other appropriate disciplinary action, consequences at a minimum may include a relinquishment of the electronic device to the school administration and a conference between the student and his/her parent/guardian and the school principal or assistant principal. The electronic device shall remain in the possession of the school administration until such time as the student's parent/guardian personally comes to the school's main office and retrieves the electronic device.

(iii) Third Violation: Depending upon the nature of the violation and the imposition of other appropriate disciplinary action, consequences at a minimum may include a relinquishment of the electronic device to the school administration, a conference between the student and his/her parent/guardian and the school principal or assistant principal, and suspension of the student from school. The electronic device shall remain in the possession of the school administration until such time as the student's parent/guardian personally comes to the school's main office and retrieves the electronic device.

(3) Penalties for Prohibited Use of Electronic Devices: Students who receive a "sexting" message are to report the matter to a school administrator and then delete such message from their electronic device. Students shall not participate in sexting or have any "sexting" message on their electronic devices regardless of when the message was received while on school grounds or at a school activity. Students who violate the prohibitions of this policy shall be subject to the imposition of appropriate disciplinary action, up to and including expulsion, provided that at a minimum the following penalties shall be imposed:

(i) Students found in possession of a “sexting” message shall be subject to a one (1) day suspension from school.

(ii) Students who send or encourage another to send a “sexting” message shall be subject to a five (5) day suspension from school.

(4) Reporting to Law Enforcement: Violations of this policy regarding the prohibited use of electronic devices that may constitute a violation of federal or state laws and regulations, including, but not limited to, the Nebraska Child Protection Act or the Nebraska Child Pornography Prevention Act shall be reported to appropriate legal authorities and law enforcement.

- e. Responsibility for Electronic Devices. Students or their parents/guardians are expected to claim a confiscated electronic device within ten (10) days of the date it was relinquished. The school shall not be responsible, financially or otherwise, for any unclaimed electronic devices. By bringing such devices to school, students and parents authorize the school to dispose of unclaimed devices at the end of each semester. The District is not responsible for the security and safekeeping of students’ electronic devices and is not financially responsible for any damage, destruction, or loss of electronic devices.

E. Inappropriate Public Displays of Affection (IPDA): Students are not to engage in inappropriate public displays of affection on school property or at school activities. Such conduct includes kissing, touching, fondling or other displays of affection that would be reasonably considered to be embarrassing or a distraction to others. Students will face the following consequences for IPDA:

- a. 1st Offense: Student will be confronted and directed to cease.
- b. 2nd Offense: Student will be confronted, directed to cease, and parents will be notified.
- c. 3rd Offense: Student will be suspended from school for a minimum of 1 day, and parents and student will need to meet with Administrator(s) and/or counselor.

If this type of behavior continues, or if the IPDA is lewd or constitutes sexual conduct, the student could face long-term suspension or expulsion.

F. Specific Rule Items: The following conduct may result in disciplinary action which, in the repeated violations, may result in discipline up to expulsion:

1. Students are not given locker passes, restroom passes or telephone passes to leave a classroom or study hall unless special circumstances arise.
2. Students in the hallway during class time must have a pass with them.
3. Gum, candy, seeds, etc. are not allowed in the school building or classrooms. The pop machine is closed until after school and pop is to be drunk outside.
4. Students are expected to bring all books and necessary materials to class. This includes study halls.

5. Assignments for all classes are due as assigned by the teacher.
6. Students are not to operate the mini-blinds or the windows.
7. Classes are ended by the teacher. Students are not to begin to pack up or leave the class until the dismissal bell has rung or the teacher has dismissed the class.
8. Students are to be in their seats and ready for class on the tardy bell.
9. Special classes such as Industrial Technology, Art, P.E., and computer courses will have other safety or clean-up rules that will be explained to students by that teacher which must be followed.
10. Students are not to bring “nuisance items” to school. A nuisance item is something that is not required for educational purposes and which would cause a distraction to the student or others.
11. Students are to stand back from the entry steps and doors in the mornings before school and at noon before the bell so that others may pass in and out of the entry doors.
12. Snow handling is prohibited.

#### G. Law Violations

1. Any act of a student which is a basis for expulsion and which the principal or designee knows or suspects is a violation of the Nebraska Criminal Code will be reported to law enforcement as soon as possible. Conduct to be reported for law enforcement referral includes conduct that may constitute a felony, conduct which may constitute a threat to the safety or well-being of students or others in school programs and activities, and conduct that the legal system is better equipped to address than school officials. Conduct that does not need to be reported for law enforcement referral includes typical adolescent behavior that can be addressed by school administrators without the involvement of law enforcement. In making the decision of whether to report, consideration should be given to the student’s maturity, mental capacity, and behavioral disorders, where applicable. When appropriate, it shall be the responsibility of the referring administrator to contact the student’s parent of the fact that the referral to legal authorities has been or will be made.  
The foregoing reporting standards shall be reviewed annually by the school board on or before August 1 of each year, be annually reviewed in collaboration with the County Attorney each year, be distributed to each student and his or her parent or guardian at the beginning of each school year, or at the time of enrollment if during the school year, and shall be posted in conspicuous places in each school during the school year.
2. When a principal or other school official releases a minor student to a peace officer (e.g., police officer, sheriff, and all other persons with similar authority to make arrests) for the purpose of removing the minor from the school premises, the principal or other school official shall take immediate steps to notify the parent, guardian, or responsible relative of the minor regarding the release of the minor to the officer and regarding the place to which the minor is reportedly being taken, except when a minor has been taken into custody as a victim of suspected child abuse, in which case the principal or other school official shall provide the peace

officer with the address and telephone number of the minor's parents or guardian.

G. Anti-Bullying Policy: (Board Policy 5011)

One of the missions of the District is to provide safe and secure environments for all students and staff.

The administration and staff are to implement strategies and practices to reinforce and encourage positive behaviors by students. Positive behaviors include non-violence, cooperation, teamwork, understanding, and acceptance of others.

The administration and staff are to implement strategies and practices to identify and prevent inappropriate behaviors by all students, including anti-bullying education for all students. Inappropriate behaviors include bullying, intimidation, and harassment. Bullying means any ongoing pattern of physical, verbal, or electronic abuse on school grounds, in a vehicle owned, leased, or contracted by the school being used for a school purpose by a school employee or designee, or at school-sponsored activities or school-sponsored athletic events.

The school district shall review the anti-bullying policy annually.

Positive behaviors (non-violence, cooperation, teamwork, understanding, and acceptance of others) are encouraged in the educational program and required of all students and staff. Inappropriate behaviors (bullying, intimidation and harassment) are to be identified and corrected. Students and staff are to avoid such behaviors. Strategies and practices are implemented to reinforce positive behaviors and to discourage and protect others from inappropriate behaviors.

“Bullying” is behavior where one person or group engages in harmful action towards another person or group acting on a real or perceived imbalance of power or view of superiority. The behavior typically includes verbal (e.g. teasing or name-calling) and physical aggression (e.g., hitting, pushing), threatening, excluding or ignoring, spreading rumors, or taking, defacing or destroying the others’ property. “Harassment” includes the same actions, though not necessarily from a standpoint of perceived power. Harassment is prohibited. Bullying and harassment is a violation of student conduct rules and appropriate disciplinary measures, up to expulsion, will be enforced. When bullying or harassment is done on the basis of gender, disability, race, or other protected status, it is considered a very serious offense for which expulsion may be a likely consequence depending on the severity of the conduct.

Students who are the victim of bullying or harassment or who observe such occurring are to promptly report the problem to their teacher or to the Principal so the problem can be addressed. Students who make reports of bullying activity will not be retaliated against for making the report.

(4) Initiations, Hazing, Secret Clubs and Outside Organizations (Board Policy 5015)

(a)

Hazing or Initiations. Hazing or initiation by any school organizations, groups, clubs, teams or individuals are prohibited unless specifically approved by the administration. Anyone engaging in hazing or initiation behavior will be subject to disciplinary action up to and including expulsion.

Hazing is any activity by which a person intentionally or recklessly endangers the physical or mental health or safety of an individual for the purpose of initiation into, admission into, affiliation with, or continued membership with any school organization. Such hazing activity includes whipping, beating, branding, an act of sexual penetration, an exposure of the genitals of the body done with intent to affront or alarm any person, a lewd fondling or caressing of the body of another person, forced and prolonged calisthenics, prolonged exposure to the elements, forced consumption of any food, liquor, beverage, drug, or harmful substance not generally intended for human consumption, prolonged sleep deprivation, or any brutal treatment or the performance of any unlawful act which endangers the physical or mental health or safety of any person or the coercing of any such activity. Hazing by classes, clubs, athletic teams or other student organizations are prohibited. Hazing is prohibited even though the person who has been the subject of the hazing consents to the activity.

- (b) Secret Organizations. The Board of Education prohibits the organization of school-sponsored fraternities, sororities or secret organizations wherein membership is determined by members themselves rather than on the basis of free choice. The Board considers those organizations or memberships in those organizations detrimental to the good conduct and discipline of the school. Interference with the instructional program of the district by those groups will not be condoned, and no organizational activities are permitted under the sponsorship of the school district or its personnel.

In addition, the use of hand signals, graffiti, or the presence of any apparel, jewelry, accessory, or manner of grooming which, by virtue of its color, arrangement, trademark, symbol, or any other attribute which indicates or implies membership or affiliation with such a group, may be considered disruptive of a positive learning environment.

(d)

Outside Organizations. It is unlawful for any person, whether a student of the District or not, to enter upon the school grounds or any school building

for the purpose of rushing or soliciting, while there, any student to join any fraternity, society, or association organized outside of the schools. Any person who violates this restriction is subject to criminal prosecution and removal and exclusion from school grounds.

(7) Network, E-Mail, Internet and Other Computer Use Rules:

(a) General Rules:

- (i) The network is provided to staff and students to conduct research and communicate with others. Access to network services is given to staff and students who have agreed to act in a responsible manner. Parental permission is required for student use. Access for all staff and students is a privilege and not a right.
- (ii) Individual users of the district network are responsible for their behavior, actions, problems, and communications involving and over the network. Users will comply with district rules and will honor the agreements they have signed. Beyond clarification of such rules, the district is not responsible for restricting, monitoring, editing, or controlling the information, equipment or communications of individuals utilizing the network or the end product or result of such utilization.
- (iii) Network storage areas shall be treated like school lockers for students. Network administrators may review files, information, equipment, messages and communications of staff and students to maintain system integrity and insure that users are using the network system responsibly. Users should not expect that files or any information stored or otherwise used or retained on the network, district servers, or in computers, will be private. No reasonable expectation of privacy shall exist in relation to network use.
- (iv) Users should not expect, and the district does not warrant, any information or products obtained from the network, that files or information stored, obtained or used on the network will be private, and use of the network waives and relinquishes all such privacy rights, interests or claims to confidentiality the user may have under state or federal law.
- (v) The district will not be liable for, and does not warrant in any way, purchases made by any user over the network. Users shall not make purchases of goods and/or services via the district's network.

- (b) Policy and Rules for Acceptable Use of Computers and the Network: The following policy and rules for acceptable use of computers and the network, including Internet, shall apply to all district administrators, faculty, staff and students. The term "Users", as contained herein, shall apply to all such individuals. The Superintendent, or the Superintendent's designee, is hereby delegated all authority and is the ultimate person in charge of the district network and technology resources or equipment, and the same shall also be under the direct supervision of the site or building administrator where located, sometimes herein called "network administrators."

- (i) Users shall not erase, remake, or make unusable anyone else's computer, information, files, programs or disks. In addition to any other disciplinary action or legal action that may occur, any user violating this rule shall be liable for any and all damages to the computer, information, files, programs or disks.
  - (ii) Users shall not let other persons use their name, account, log-on password, or files for any reason (except for authorized staff members).
  - (iii) Users shall not use or try to discover another user's account or password.
  - (iv) Users shall not use the computers or network for non-instructional or non-administrative purposes (e.g., games or activities for personal profit).
  - (v) Users shall not use the computer for unlawful purposes, such as illegal copying or installation of unauthorized software.
  - (vi) Users shall not copy, change, or transfer any software or documentation provided by teachers, or other students without permission from the network administrators.
  - (vii) Users shall not write, produce, generate, copy, propagate, or attempt to introduce any computer code, software or information designed to self-replicate, damage, or otherwise hinder the performance of the network or any computer's memory, file system, or software. Such software is often called a bug, virus, worm, Trojan horse, or similar name.
  - (viii) Users shall not use the computer to annoy or harass others with language, images, or threats. Users shall not access, accept, create or send any obscene, vulgar, lewd, tasteless, or objectionable messages, information, language, or images.
  - (ix) Users shall not damage the network or equipment, damage information belonging to others, misuse network resources, or allow others to misuse network resources. In addition to any other disciplinary action or legal action that may occur, any user violating this or any other rule shall be liable for any and all damages to the computer, network, information, files, programs or disks.
  - (x) Users shall not tamper with computers, networks, printers, or other associated equipment except as directed by the teacher or network administrator.
  - (xi) Users shall not take technology equipment (hardware or software) from the school grounds or remove such from computer work areas without written permission of the network administrator.
- (c) Etiquette and Rules for Use of Computers and the Network: All users of computers and the network are expected to abide by the generally accepted rules of network etiquette. Informal rules of behavior have evolved for the use of and communication on the network, Internet and other on-line services. Breaches can result in harsh criticism by others. These rules of behavior include (but are not limited to) the following:
- (i) Be polite. Do not become abusive in your messages to others.

- (ii) Use appropriate language. Do not swear, use vulgarities or any other inappropriate language, message, information or images.
- (iii) Do not reveal your personal account, address or phone numbers, or that of other students or colleagues.
- (iv) Note that electronic mail (e-mail) is specifically not guaranteed to be private. People who operate the system do have access to mail. Messages relating to or in support of illegal activities may be reported to the authorities. Messages which violate the rules will result in disciplinary action.
- (v) All communications and information accessible via the network should be assumed to be private property of others.
- (vi) Do not place unlawful information on any network system.
- (vii) Keep paragraphs and messages short and to the point. Focus on one subject per message.
- (viii) Include your signature at the bottom of e-mail messages. Your signature footer should include your name, position, affiliation, and network or Internet address.
- (ix) Other rules may be established by the network administrators or teachers from time to time.

(d) Penalties for Violation of Rules: All of the policies, rules, and procedures for acceptable use of computers and the network are intended to make the computers and the network more reliable for users. They are also intended to minimize the burden of administrating the networks so that more time can be spent on education and enhancing services. Use of the computer and access to telecommunications resources is a privilege and not a right. Violation of the policies, rules, and procedures concerning the use of computers and the network may result in disciplinary action up to, and including, loss of access, suspension and/or expulsion of students from school and loss of access, suspension, termination, non-renewal or cancellation of the contract of administrators, teachers, or other school employees.

(e) Student and Parent Agreements: Students and parents may be required to sign a computer and network use agreement as a condition of the student being permitted to use such equipment.

(8) Risks of Facebook and Similar Social Networking:

The purpose of this message is to give our students information about the risks of using Facebook and similar social networking sites.

These sites are public sources of information. The information may be seen by your school administrators, your parents, and law enforcement. It is also accessible to people who you don't even know now, but may later want to impress—such as university admissions and scholarship officials and prospective employers. In fact, many large companies now search the internet as a means of conducting background

checks on job applicants. What you say now on Facebook and similar social networking sites may affect you years later.

What you say now on Facebook and similar social networking sites may also affect you right now. Pictures or writings that show that you have violated student conduct rules may result in school discipline. A picture of a student drinking a beer may very well lead to a suspension from activities if the school learns about it. Criminal charges may be filed against you based on information posted on Facebook and similar social networking sites.

Here are some common sense guidelines that you should follow when using Facebook and similar social networking sites and the Internet in general:

- Don't forget that your profile and Facebook and similar social networking sites forums are public spaces. Don't post anything you wouldn't want the world to know (e.g., your phone number, address, IM screens name, or specific whereabouts).
- Avoid posting anything that would make it easy for a stranger to find you, such as where you hang out every day after school.
- People aren't always who they say they are. Be careful about adding strangers to your friends list. It's fun to connect with new Facebook and similar social networking sites friends from all over the world, but avoid meeting people in person whom you do not fully know. If you must meet someone, do it in a public place and bring a friend or trusted adult.
- Harassment, hate speech and inappropriate content should be reported. If you feel someone's behavior is inappropriate, react. Talk with a trusted adult, or report it to Facebook and similar social networking sites or the authorities.
- Don't post anything that would embarrass you later. Think twice before posting a photo or info you wouldn't want your parents or boss to see!
- Don't mislead people into thinking that you're older or younger. If you lie about your age, Facebook and similar social networking sites will delete your profile.

We urge all students to following these common sense guidelines.

## **Article 9 – Extra-Curricular Activities - Rights, Conduct, Rules and Regulations**

### **Section 1 Extracurricular Activity Philosophy**

Extracurricular activity programs enrich the curriculum of the school by making available a wide variety of activities in which a student can participate. Extracurricular activity programs are considered an integral part of the school's program of education that provide experiences that will help students physically, mentally and emotionally.

The element of competition and winning, though it exists, is controlled to the point it does not determine the nature or success of the program. This is considered to be educationally and psychologically sound because of the training it offers for living in a competitive society. Students are stimulated to want to win and excel, but the principles of good sportsmanship prevail at all times to enhance the educational values of contests. Participation in activities, both as a competitor and as a student spectator, is an integral part of the students' educational experiences. Such participation is a privilege that carries with it responsibilities to the school, team, student body, community and the students themselves. In their play and their conduct, students are representing all of these groups. Such experiences contribute to the knowledge, skill and emotional patterns that they possess, thereby making them better individuals and citizens.

#### Safety

The District's philosophy is to maintain an activities program which recognizes the importance of the safety of the participants. To ensure safety, participants are required to become fully familiar with the dangers and safety measures established for the activity in which they participate, to adhere to all safety instructions for the activity in which they participate, to inform their coach or sponsor when they are injured or have health problems that require their activities be restricted, and to exercise common-sense.

#### Warning for Participants and Parents

The purpose of this warning is to bring your attention to the existence of potential dangers associated with athletic injuries. Participation in any intramural or athletic activity may involve injury of some type. The severity of such injury can range from minor cuts, bruises, sprains and muscle strains to more serious injuries to the body's bones, joints, ligaments, tendons, or muscles, to catastrophic injuries to the head, neck and spinal cord. On rare occasions, injuries can be so severe as to result in total disability, paralysis or death. Even with appropriate coaching, appropriate safety instruction, appropriate protective equipment and strict observance of the rules, injuries are still a possibility.

### **Section 2 Extracurricular Activity Code of Conduct**

**Purpose of the Code of Conduct.** Participation in extracurricular activities is a privilege. The privilege carries with it responsibilities to the school, team, student body, and the community. Participants are not only representing themselves, but also their school and community in all of their actions. Others judge our school on the student participants' conduct and attitudes, and how they contribute to our school spirit and community image.

The student participants' performance and devotion to high ideals and values make their school and community proud. Consequently, participation is dependent upon adherence to this Code of Conduct and the school district's policies, procedures and rules.

### **Scope of the Code of Conduct.**

Activities Subject to the Code of Conduct: The Code of Conduct applies to all extracurricular activities. Extracurricular activities means student activities or organizations which are supervised or administered by the school district which do not count toward graduation or grade advancement and in which participation is not otherwise required by the school.

Extracurricular activities include but are not limited to: all sports, cheerleading, dance team, Pep Club, Pep Band, vocal, band, speech and drama, One-Act, FBLA, FCCLA, Spanish Club, Art Club, Student Council, Student Advisory Board, National Honor Society, and other school sponsored organizations and activities. The Code of Conduct also applies to participation in school sponsored activities such as school dances and royalty for such activities.

A participant means a student who participates in, has participated in, or will participate in an extracurricular activity.

When: The Code of Conduct rules apply to conduct which occurs at any time during the school year, and also includes the time frame which begins with the official starting day of the fall sport season established by the NSAA and extends to the last day of the spring sport season established by the NSAA, whether or not the student is a participant in an activity at the time of such conduct.

The rules also apply when a student is participating or scheduled to participate in an extracurricular activity that is held outside the school year or the NSAA season. For example, if an FBLA or FCCLA student plans to participate in a conference in July and commits a Code of Conduct infraction in June, the student may be suspended from participating in the conference. Conduct during the summer months may also affect a student's participation under the team selection and playing time guidelines.

Where: The Code of Conduct rules apply regardless of whether the conduct occurs on and off school grounds. If the conduct occurs on school grounds, at a school function or event, or in a school vehicle, the student may also be subject to further discipline under the general student code of conduct. A student who is suspended or expelled from school shall not be permitted to participate in activities during the period of the suspension or expulsion, and may also receive an extended activity suspension.

**Grounds for Extracurricular Activity Discipline.** Students who participate in extracurricular activities are expected to demonstrate cooperation, patience, pride, character, self respect, self-discipline, teamwork, sportsmanship, and respect for authority. The following conduct rules have been determined by the Board of Education to be reasonably necessary to aid students, further school purposes, and prevent interference with the educational process. Such conduct constitutes grounds for suspension from participation in extracurricular activities and grounds for

other restrictions or disciplinary measures related to extracurricular activity participation:

1. Willfully disobeying any reasonable written or oral request of a school staff member, or the voicing of disrespect to those in authority.
2. Use of violence, force, coercion, threat, intimidation, harassment or similar conduct in a manner that constitutes a substantial interference with school or extracurricular activity purposes or making any communication that a reasonable person would interpret as a serious expression of an intent to harm or cause injury to another.
3. Willfully causing or attempting to cause substantial damage to property, stealing or attempting to steal property, repeated damage or theft involving property or setting or attempting to set a fire of any magnitude.
4. Causing or attempting to cause personal injury to any person, including a school employee, school volunteer, or student. Personal injury caused by accident, self-defense, or other action undertaken on the reasonable belief that it was necessary to protect another person shall not constitute a violation.
5. Threatening or intimidating any student for the purpose of, or with the intent of, obtaining money or anything of value from a student or making a threat which causes or may be expected to cause a disruption to school operations.
6. Knowingly possessing, handling, or transmitting any object or material that is ordinarily or generally considered a weapon or that has the appearance of a weapon, or bringing or possessing any explosive device, including fireworks, on school grounds or at a school function or event, or in a manner that is unlawful or contrary to school activity rules.
7. Selling, using, possessing or dispensing alcohol, tobacco, narcotics, drugs, a controlled substance, or an inhalant; being under the influence of any of the above; possession of drug paraphernalia, or the selling, using, possessing, or dispensing of an imitation controlled substance as defined in section 28-401 of the Nebraska statutes, or material represented to be alcohol, narcotics, drugs, a controlled substance or inhalant. Use of a controlled substance in the manner prescribed for the student by the student's physician is not a violation. (Note: Refer to "Drug and Alcohol Violations" for further information).
8. Public indecency.
9. Sexual assault or attempting to sexually assault any person. Engaging in sexual conduct, even if consensual, on school grounds or at a school function or event.
10. Engaging in bullying, which includes any ongoing pattern of physical, verbal, or electronic abuse on school grounds, in a vehicle owned, leased, or contracted by a school being used for a school purpose by a school employee or a school employee's designee, or at school-sponsored activities or school-sponsored athletic events;
11. Engaging in any activity forbidden by law which constitutes a danger to other students, interferes with school purposes or an extracurricular activity, or reflects a lack of high ideals.
12. Repeated violation of any of the school rules.
13. Truancy or failure to attend assigned classes or assigned activities; or tardiness to school, assigned classes or assigned activities.

14. The use of language, written or oral, or conduct, including gestures, which is profane or abusive to a school employee, school volunteer, or student. Profane or abusive language or conduct includes, but is not limited to, that which is commonly understood and intended to be derogatory toward a group or individual based upon race, gender, national origin, or religion.
15. Dressing or grooming in a manner which is dangerous to the student's health and safety or a danger to the health and safety of others or repeated violations of dress and grooming standards; dressing, grooming, or engaging in speech that is lewd or indecent, vulgar or plainly offensive; dressing, grooming, or engaging in speech that school officials reasonably conclude will materially and substantially disrupt the work and discipline of the school or of an extracurricular activity; dressing, grooming, or engaging in speech that a reasonable observer would interpret as advocating illegal drug use.
16. Willfully violating the behavioral expectations for those students riding School District #145 buses or vehicles used for activity purposes.
17. Failure to report for the activity at the beginning of the season. Reporting for one activity may count as reporting on time if there is a change in activity within the season approved by the coach or the supervisor.
18. Failure to participate in regularly scheduled classes on the day of an extracurricular activity or event.
19. Failure to attend scheduled practices and meetings. If circumstances arise to prevent the participant's attendance, the validity of the reason will be determined by the coach or sponsor. Every reasonable effort should be made to notify the coach or sponsor prior to any missed practice or meeting.
20. All other reasonable rules or regulations adopted by the coach or sponsor of an extracurricular activity shall be followed, provided that participants shall be advised by the coach or sponsor of such rules and regulations by written handouts or posting on bulletin boards prior to the violation of the rule or regulation.
21. Failure to comply with any rule established by the Nebraska School Activities Association, including, but not limited to, the rules relating to eligibility.

All terms used in the Code of Conduct have a less strict meaning than under criminal law and are subject to reasonable interpretation by school officials.

### **Drug and Alcohol Violations.**

#### **Meaning of Terms.**

Use or consume includes any level of consumption or use. Use of a controlled substance in the manner prescribed for the student by the student's physician is not a violation.

Under the influence means any level of impairment and includes even the odor of alcohol on the breath or person of a student, or the odor of an illicit drug on the student. Also, it includes being impaired by reason of the abuse of any material used as a stimulant.

Possession includes having control of the substance and also includes being in the same area where the substance is present and no responsible adult present and responsible for the

substance. Possession includes situations where, for example:

- (1) Alcohol is in a vehicle in which the student is present. The student is considered to be in possession if the student is aware that the alcohol is in the vehicle, even though the student has not touched or consumed the alcohol; and
- (2) Alcohol is present at a party attended by the student. The student is considered to be in possession if the student is aware that alcohol is at the party and fails to immediately leave the party, even though the student has not touched or consumed the alcohol.

In these situations, a violation would not exist if the alcohol is in the control of a parent or guardian or other responsible adult (age 21 or older) such that students are not allowed to access the alcohol. A violation would also not exist if the student did not know or have a reasonable basis to know that alcohol would be present, and the student leaves the location where the alcohol is present as soon the student could safely do so. (Students are expected to leave immediately, but are not to do so in a manner that would endanger them. For example, you are not to leave in a car being driven by a person who has been drinking just to get away from the alcohol party immediately when there is no other way to get home. Instead, you should call for a safe ride home and, while waiting, clearly distance yourself from the alcohol).

### **Consequences.**

Students may be suspended from practices or participation in interscholastic competition or participation in co-curricular activities for violations of the Code of Conduct. The period of suspension or other discipline for such offenses shall be determined by the school administration.

The disciplinary consequence will be determined based on consideration of the seriousness of the offense, any prior violations, the student's compliance with the self-reporting obligations, the student's level of cooperation and willingness to resolve the matter, and the student's demonstration of a commitment to not commit future violations.

Because of the significance of drug and alcohol violations on the student participants, other students and the school, the following consequences are established for such violations:

### **Drugs and Alcohol.**

An activity participant who violates the drug or alcohol rules (other than steroids) shall be prohibited from participating in any extracurricular activity for the following minimum periods:

1. First Violation: 45 days.
2. Second or Any Subsequent Offense: One (1) calendar year.
3. Reduction for Self-Reporting: If the student has self-reported, the first violation shall be reduced to 21 days for the first violation. A commensurate reduction (approximately one-half, as determined by the administration) for a second or subsequent violation shall be given for self-reporting.

4. Reduction for Participation in Chemical Dependency Program: If the student and parents agree to participate in a school-approved program for chemical dependency, the consequence will be reduced to only the next activity in which the student was to participate (including at least one contest) in the case of a first violation, and to a commensurate reduction (approximately 80%, as determined by the administration, for a second or subsequent violation).

The program must be administered by a certified alcohol and drug abuse counselor and be approved by the school authorities. The student will need to successfully complete the approved chemical dependency program. Proof of successful completion of the program must be submitted in writing to the Activities Director. Failure to participate and successfully complete the approved chemical dependency program may cause the participating student to be suspended from extracurricular activities for one (1) calendar year. All costs associated with the program are to be borne by the student/parent or guardian.

5. More Serious Violations: In the event of more serious drug or alcohol violations, such as students engaging in use of especially serious drug offenses (cocaine, meth, etc.) or procuring alcohol for minors, the consequence of the violation is not restricted by the foregoing, and may be established in the good discretion of the administration.

**Steroid Offenses.** A student who possesses, dispenses, delivers, or administers anabolic steroids shall be prohibited from participating in any extracurricular activity for the following minimum periods:

1. First Violation: Thirty (30) consecutive days.
2. Second or Any Subsequent Offense: One (1) calendar year.

**When Suspensions Begin.** All suspensions begin with the next scheduled activity in which the student is a participant, after the determination by school officials of the sanction to be imposed; provided that the school officials shall have the discretion to establish a time period for the suspension that makes the suspension have a real consequence for the student. During a suspension, participants may be required or permitted to practice at the sole discretion of the coach or activity sponsor. Suspensions in the Spring will be carried over to the Fall when the suspension has not been fully served or when determined appropriate for the suspension to have a real consequence for the student.

**Letters and Post-Season Honors.** A student who commits a Code of Conduct violation is:

1. Eligible to letter, provided the student meets the criteria of the coach or sponsor.
2. Not eligible to receive honors during the sport or activity in which they are participating at the time of the offense and/or in sports or activities in which they have been suspended due to a code violation. The coach/sponsor, with the Athletic Director's approval, may make an exception where the student has self-reported or otherwise demonstrated excellence in character allowing for such honors.

**Self-Reporting.** A student who violates the Code of Conduct must self-report. A failure to self-report will lead to a longer suspension or other discipline. The self-report must be made to: the principal, athletic director, or the head coach or sponsor of an activity in which the student participates. The student's parent or guardian may initiate the self-reporting process, but the student will be later required to give a written statement of the self-report. The self-report must be made the earlier of: (1) before the end of the next school day after the conduct occurred and (2) before participation in an extracurricular or co-curricular activity.

In making a self-report, the student must identify the events that took place, what conduct the student engaged in, and any witnesses to the student's conduct, and will be required to put this information in a written statement. In the event the student has received a criminal citation, charge, or ticket, and proclaims innocence of a violation, the student will be required to self-report such offense and provide information as to why they should be found innocent, not as it relates to the criminal offense, but as it relates to the Code of Conduct.

All students are expected to be honest and forthright with school officials. In the event the coach or activity sponsor or any school administrator asks a student participant for information pertaining to compliance (or lack of compliance) by the student or other student participants with the Code of Conduct or eligibility conditions for participation in activities, the student is expected to fully, completely, and honestly provide the information. Students may be disciplined for a failure to be honest and forthright.

**Determining a Violation Has Occurred.** A violation of the Code of Conduct will be determined to have occurred based on any of the following criteria:

1. When a student is cited by law enforcement and school officials have a reasonable basis for determining that grounds for the issuance of the citation exist.
2. When a student is convicted of a criminal offense. Conviction includes, without limitation, a conviction, a plea of no contest and an adjudication of delinquency by a juvenile court.
3. When a student admits to violating one of the standards of the Code of Conduct.
4. When a student is accused by another person of violating one of the standards of the Code of Conduct and school officials determine that such information is reliable.
5. When school officials otherwise find sufficient evidence to support a determination that a violation has occurred.

**Procedures for Extracurricular Discipline.** The following procedures are established for suspensions from participation in extracurricular activities:

1. Investigation. The school official(s) considering the suspension will conduct a reasonable investigation of the facts and circumstances and determine whether the suspension will help the student or other students, further school purposes, or prevent an interference with a school purpose.
2. Meeting. Prior to commencement of the suspension, the school official considering the suspension or their designee will provide the student an

opportunity to give the student's side of the story. The meeting for this purpose may be held in person or via a telephone conference.

- a. The student will be given oral or written notice of what the student is accused of having done, an explanation of the evidence the school has, and the opportunity to explain the student's version. Detail is not required where the activity participant has made a self-report or otherwise admits the conduct. Names of informants may be kept confidential where determined to be appropriate.
- b. The suspension may be imposed prior to the meeting if the meeting can not reasonably be held before the suspension is to begin. In that case the meeting will occur as soon as reasonably practicable. The student is responsible for cooperating in the scheduling of the meeting.
3. Notice Letter. Within two (2) school days (two (2) business days if school is not in session), or such additional time as is reasonably necessary following the suspension, the Athletic Director or the Athletic Director's designee will send a written statement to the student and the student's parents or guardian. The statement will describe the student's conduct violation and the discipline imposed. The student and parents or guardian will be informed of the opportunity to request a hearing.
4. Informal Hearing Before Superintendent. The student or student's parent/guardian may request an informal hearing before the Superintendent. The Superintendent may designate the Athletic Director or another administrator not responsible for the suspension decision as the Superintendent's designee to conduct the hearing and make a decision.
  - a. A form to request such a hearing must be signed by the parent or guardian. A form will be provided with the notice letter or otherwise be made available by request from the Principal's office.
  - b. The request for a hearing must be received by the Superintendent's office within five (5) days of receipt of the notice letter.
  - c. If a hearing is requested:
    - i. The hearing will be held within ten (10) calendar days of receipt of the request; subject to extension for good cause as determined by the Superintendent or the Superintendent's designee.
    - ii. The Superintendent or the Superintendent's designee will notify the participants of the time and place of the hearing a reasonable time in advance to allow preparation for the hearing.
    - iii. Upon conclusion of the hearing, a written decision will be rendered within five (5) school days (ten (10) calendar days if school is not in session). The written decision will be mailed or otherwise delivered to the participant, parents or guardian.
    - iv. A record of the hearing (copies of documents provided at the hearing and a tape recording or other recordation of the informal hearing) will be kept by the school if requested sufficiently in advance of the hearing by the parent/guardian.
5. No Stay of Penalty. There will be no stay of the penalty imposed pending completion of the due process procedures.

6. Opportunity for Informal Resolution. These due process procedures do not prevent the student or parent/guardian from discussing and settling the matter with the appropriate school officials at any stage.

### **Section 3                      Attendance**

Student participants are expected to meet the following attendance expectations:

1. Attend school regularly. Students who have “excessive absences” as determined under the school’s attendance policy are ineligible to participate in extracurricular activity contests or performances. Students who have four (4) or more unexcused absences in the semester of participation will be ineligible to participate in extracurricular activity contests or performances.
2. Be on time for all scheduled practices, contests and departure for contests. In the event a participant is unable to attend a practice or contests the participant should contact the coach or sponsor in advance.
3. On the day of a contest, performance or other activity, be in attendance for the full day. A student who is not in attendance the full day is ineligible for the contest, performance, or activity.

Exceptions may be made for extenuating circumstances, such as doctor/dentist appointments or family emergencies. The exception must be approved by the Principal or Athletic Director.

Every attempt should be made to be in attendance the day of a contest. Sleeping in to rest up for the game will not be considered an extenuating circumstance, nor will going home ill and then returning to play in the contest later that day.

### **Section 4                      Academic Standards**

Participation in extracurricular school activities is encouraged and desirable for all students. At the same time, the primary mission and responsibility for each student is to establish a firm academic foundation. A student participating in extracurricular school activities show evidence of sincere effort towards scholastic achievement. To be eligible for participation in extracurricular activities students must:

1. Be enrolled in at least 25 credit hours in the semester of participation.
2. Maintain passing grades in all courses. A student who is not passing one (1) or more classes at progress reporting times will be ineligible to participate in extracurricular activity contests or performances if the grade remains below passing one (1) week after progress reporting time. The student will remain ineligible until the student is passing all classes.
3. Maintain an overall “C” average to participate in extracurricular activities, except school dances.

4. Academic requirements do not apply to:
  - (A) Instructional field trips which are a part of the scheduled course learning experience; or
  - (B) Activities or events which are considered in determining the student's grade.

### **Section 5 "Team Selection" and "Playing Time"**

"Team selection" and "playing time" decisions are the responsibility of the individual coach or sponsor of the activity. Consistent, however, with the purposes of the activities program, the coaches and sponsors shall follow the following established guidelines for team selection and playing time decisions, along with such other guidelines as each individual coach and sponsor may develop which are not inconsistent with these established guidelines:

1. School Representative. Student participants must demonstrate that they can and will represent themselves and their school in a manner which reflects the development of high ideals and appropriate values, which shall include good citizenship in the school and in the community.
2. Success. Student participants must demonstrate that they can make the activity program more successful, both from a standpoint of competitive success and success in promoting a positive school spirit. Characteristics for purposes of these criteria include the student's: (1) talent or skill, (2) desire to improve the student's own skills or talents as well as those of others in the activity, and (3) attitude of respect towards teammates, the coach, the school, and the community.

### **Section 6 School Dances**

A school sponsored dance is a school activity subject to all provisions of the Student Activity Code, and is a privilege available to students meeting all requirements for participation.

**General Rules of Student Conduct at Dances.** In addition to all rules of student conduct in the Student handbook, students attending dances shall adhere to the following rules of conduct:

1. Who Can Attend: Only students of School District #145 and their guests may attend.
  - a. Students currently attending Waverly High School or another Nebraska high school who have not been restricted from attending extracurricular activities at Waverly High School or their own school are generally considered appropriate dates or invited guests.
  - b. Persons who are younger than 16 or older than 20 years of age and not attending high school are generally considered to not be appropriate dates or invited guests for our school dances.
  - c. Some school dances may be restricted to students attending specified grades levels at School District #145. For any dances at the middle school level, only students attending School District #145 in the grade(s) for which the dance is being held may attend.

- d. Students who have been suspended from school or from extracurricular activities may not attend.
  - e. The school reserves the right to exclude persons who may or do cause a disruption or detract from the event. Dates or invited guests not attending our school are expected to follow the same rules of conduct which apply to our students.
  - f. Rules for dances may restrict students and their guests from leaving the dance until the dance ends without written parental permission on a form provided.
  - g. Students or their guests who engage in inappropriate behavior, whether on or off of the dance floor, may be asked to leave.
2. Prohibited Substances: Alcoholic beverages, illegal drugs, and tobacco are prohibited. Anyone using prohibited substances or showing the affects of use will not be allowed admission or, if discovered after admission, be removed from the dance. Their parents may be contacted.

Students and their dates may be required to submit to a breathalyzer prior to gaining entrance. Those who choose not to submit to a breathalyzer will not gain entrance. Law enforcement will be contacted if there is reasonable suspicion that the student or a student's date is under the influence of alcohol or drugs.

3. Appropriate Attire: Students and their guests must meet the dress code requirements established for each dance. Teachers or administrators will make the final decision as to whether or not a student's attire is appropriate. Students will be asked to change unacceptable items, which may mean that the student may have to return home to change the inappropriate clothing. It is advisable to check in advance of the dance with the Principal or staff sponsor for the event if you are uncertain about your attire.

**Eligibility for Selection as Royalty.** Nomination and selection as royalty for school sponsored dances is an honor awarded by students to those of their peers that exemplify the highest standards of integrity and achievement. Students nominated for dance royalty must have demonstrated through their conduct, academic achievement and activities that they have represented, and will represent, themselves, their classmates, and their school in a manner which reflects outstanding effort, commitment to their school and fellow students, and integrity and good citizenship in the school and in the community. The students selected to be the "royalty" for the Homecoming and Prom or any other school sponsored dance or activity shall meet that general standard as determined by the administration and, in addition, meet the following specific academic, activity and conduct standards:

1. Achievement, Citizenship and Conduct Qualifications:
- a. The student must have exhibited sportsmanship and leadership in activity endeavors and participation.
  - b. The student must have exhibited a cooperative and respectful attitude toward fellow students, teammates, opponents, sponsors, coaches, and officials.

- c. The student must have a cumulative grade average of a B or its equivalent.
  - d. The student must not have had excessive violations of school policies and procedures during their high school career.
  - e. The student may not, within 24 months of the dance, have engaged in criminal violations involving: (i) alcohol, drugs or tobacco; (ii) driving law violation in which the penalty is a loss of four (4) points or more under the point system; (iii) a Class I, II, III, or IIIA or Class W misdemeanor; or (iv) a felony. Criminal violations will be deemed to have occurred where: (a) a student was cited by law enforcement and school officials have a reasonable basis for determining that grounds for the issuance of the citation exist or (b) a student is convicted of a criminal offense. Conviction includes, without limitation, a plea of no contest and an adjudication of delinquency by the juvenile court.
2. Royalty Candidate Eligibility and Selection: The determination of whether a student meets the foregoing conduct and citizenship qualification standards shall be made by a committee appointed by the Principal for each dance at which royalty is to be selected (“Royalty Candidate Eligibility and Selection Committee”). The committee will ordinarily include the Principal, Activity Director and the certificated staff sponsors.
  3. Pre-Qualification of and Acceptance by Student: All students nominated for dance royalty shall meet with the Principal. At the meeting the Principal will review the eligibility requirements for the honor of dance royalty. The student will be required to confirm that the student meets all eligibility requirements. The student will be required to confirm his or her acceptance of the nomination for dance royalty and the responsibilities of such an all school honor. The Principal or designee may contact local, county and/or state law enforcement and judicial authorities to confirm a student’s eligibility for the honor of being nominated for or awarded dance royalty.
  4. Specific Dance Eligibility and Selection Requirements:
    - a. Homecoming Queen & King:
      - Only a senior girl shall be eligible to be Queen and only a Senior boy shall be eligible to be King.
      - To be eligible, a candidate must agree to attend the entire Homecoming Dance and represent the school properly.
      - The queen and king will be chosen from the qualified nominees by secret vote of the student body during Homecoming week. Crowning will be held at the fall sports event deemed to have the largest attendance.
    - b. Prom King and Queen:
      - Only a Senior girl shall be eligible to be Queen and a Senior boy shall be eligible to be King. The candidates may not have been previously selected as royalty at another school sponsored dance.

- To be eligible, a candidate must agree to attend the entire Prom Dance and represent the school properly.
- The queen and king will be chosen from the qualified nominees by secret vote of the junior class.

### **Section 7 Relationships Between Parents and Coaches/Sponsors**

Both parenting and coaching are very difficult vocations. By establishing an understanding between coaches and parents, both are better able to accept the actions of the other and provide a more positive experience for everyone.

Parents have the right to know the expectations placed on them and their children. Coaches and sponsors have the right to know that if parents have a concern, they will discuss it with the coach at the appropriate time and place.

#### Parents' Role in Interscholastic Athletics and Other Extracurricular Activities

##### Communicating with your children

- Make sure that your children know that win or lose, scared or heroic, you love them, appreciate their efforts and are not disappointed in them. This will allow them to do their best without fear of failure. Be the person in their life they can look to for constant positive reinforcement.
- Try your best to be completely honest about your child's athletic ability, competitive attitude, sportsmanship and actual skill level.
- Be helpful but don't coach them. It's tough not to, but it is a lot tougher for the child to be flooded with advice and critical instruction.
- Teach them to enjoy the thrill of competition, to be "out there trying," to be working to improve their skills and attitudes. Help them develop the feeling for competing, for trying hard, for having fun.
- Try not to relive your athletic life through your child in a way that creates pressure. If they are comfortable with you win or lose, then they are on their way to maximum enjoyment.
- Don't compete with the coach. If your child is receiving mixed messages from two (2) different authority figures, he or she will likely become disenchanted.
- Don't compare the skill, courage, or attitude of your child with other members of the team.
- Get to know the coach(es). Then you can be assured that his or her philosophy, attitudes, ethics, and knowledge are such that you are happy to have your child under his or her leadership.
- Always remember that children tend to exaggerate, both when praised and when criticized. Temper your reaction and investigate before overreacting.

##### Communicating with the Coach

- Communication you should expect from your child's coach includes:
  - Philosophy of the coach
  - Expectations the coach has for your child

- Locations and times of all practices and contests
- Team requirements
- Procedure should your child be injured
- Discipline that results in the denial of your child's participation
- Communication coaches expect from parents
  - Concerns expressed directly to the coach
  - Notification of any schedule conflicts well in advance
  - Specific concerns in regard to a coach's philosophy and/or expectations
- Appropriate concerns to discuss with coaches:
  - The treatment of your child, mentally and physically
  - Ways to help your child improve
  - Concerns about your child's behavior
  - Injuries or health concerns. Report injuries to the coach immediately!! Tell the coach about any health concerns that may make it necessary to limit your child's participation or require assistance of trainers. Students are sometimes unwilling to tell coaches when they are injured, so please make sure the coach is told.
- Issues not appropriate to discuss with coaches:
  - Playing time
  - Team strategy
  - Play calling
  - Other student-athletes (except for reporting activity code violations)
- Appropriate procedures for discussing concerns with the coaches:
  - Call to set up an appointment with the coach
  - Do not confront a coach before or after a contest or practice (these can be emotional times for all parties involved and do not promote resolution)
- What should a parent do if the meeting with the coach did not provide satisfactory resolution?
  - Call the athletic director to set up a meeting with the athletic director, coach, and parent present.
  - At this meeting, an appropriate next step can be determined, if necessary.

## **Section 8 Good Sportsmanship—Behavior Expectations of Spectators**

Good sportsmanship is expected to be exhibited by all coaches, sponsors, students, parents and other spectators. The school can be punished by NSAA for a lack of good sportsmanship at NSAA sanctioned events. More importantly, activities are more enjoyable for the students when good sportsmanship is displayed.

### Responsibilities of Spectators Attending Interscholastic Athletics and Other Extracurricular Activities

1. Show interest in the contest by enthusiastically cheering and applauding the performance of both teams.
2. Show proper respect for opening ceremonies by standing at attention and remaining silent when the National Anthem is played.
3. Understand that a ticket is a privilege to observe the contest, not a license to verbally attack others, or to be obnoxious. Maintain self-control.
4. Do not “boo,” stamp feet or make disrespectful remarks toward players or officials.
5. Learn the rules of the game, so that you may understand and appreciate why certain situations take place.
6. Know that noisemakers of any kind are not proper for indoor events.
7. Obey and respect officials and faculty supervisors who are responsible for keeping order. Respect the integrity and judgment of game officials.
8. Stay off the playing area at all times.
9. Do not disturb others by throwing material onto the playing area.
10. Show respect for officials, coaches, cheerleaders and student-athletes.
11. Pay attention to the half-time program and do not disturb those who are watching.
12. Respect public property by not damaging the equipment or the facility.
13. Know that the school officials reserve the right to refuse attendance of individuals whose conduct is not proper.
14. Refrain from the use of alcohol and drugs on the site of the contest.

### **Section 9 Student Fees Policy (Board Policy 5033)**

The Board of Education of School District #145 Waverly adopts the following student fees policy in accordance with the Public Elementary and Secondary Student Fee Authorization Act.

The District’s general policy is to provide for the free instruction in school in accordance with the Nebraska Constitution and state and federal law. This generally means that the District’s policy is to provide free instruction for courses which are required by state law or regulation and to provide the staff, facility, equipment, and materials necessary for such instruction, without charge or fee to the students.

The District does provide activities, programs, and services to children which extend beyond the minimum level of constitutionally required free instruction. Students and their parents have

historically contributed to the District's efforts to provide such activities, programs, and services. The District's general policy is to continue to encourage and, to the extent permitted by law, to require such student and parent contributions to enhance the educational program provided by the District.

Under the Public Elementary and Secondary Student Fee Authorization Act, the District is required to set forth in a policy its guidelines or policies for specific categories of student fees. The District does so by setting forth the following guidelines and policies. This policy is subject to further interpretation or guidance by administrative or Board regulations which may be adopted from time to time. The Policy includes Appendix "1," which provides further specifics of student fees and materials required of students for the current school year. Parents, guardians, and students are encouraged to contact their building administration or their teachers or activity coaches and sponsors for further specifics.

(1) Guidelines for non-specialized attire required for specified courses and activities. Students have the responsibility to furnish and wear non-specialized attire meeting general District grooming and attire guidelines, as well as grooming and attire guidelines established for the building or programs attended by the students or in which the students participate. Students also have the responsibility to furnish and wear non-specialized attire reasonably related to the programs, courses and activities in which the students participate where the required attire is specified in writing by the administrator or teacher responsible for the program, course or activity.

The District will provide or make available to students such safety equipment and attire as may be required by law, specifically including appropriate industrial-quality eye protective devices for courses of instruction in vocational, technical, industrial arts, chemical or chemical-physical classes which involve exposure to hot molten metals or other molten materials, milling, sawing, turning, shaping, cutting, grinding, or stamping of any solid materials, heat treatment, tempering, or kiln firing of any metal or other materials, gas or electric arc welding or other forms of welding processes, repair or servicing of any vehicle, or caustic or explosive materials, or for laboratory classes involving caustic or explosive materials, hot liquids or solids, injurious radiations, or other similar hazards. Building administrators are directed to assure that such equipment is available in the appropriate classes and areas of the school buildings, teachers are directed to instruct students in the usage of such devices and to assure that students use the devices as required, and students have the responsibility to follow such instructions and use the devices as instructed.

(2) Personal or consumable items & miscellaneous

(a) Extracurricular Activities. Students have the responsibility to furnish any personal or consumable items for participation in extracurricular activities.

(b) Courses

(i) General Course Materials. Items necessary for students to benefit from courses will be made available by the District for the use of students during the school day. Students may be encouraged, but not required, to bring items needed to benefit from courses

including, but not limited to, pencils, paper, pens, erasers, notebooks, trappers, protractors and math calculators. A specific class supply list will be published annually in a Board-approved student handbook or supplement or other notice. The list may include refundable damage or loss deposits required for usage of certain District property.

(ii) Damaged or Lost Items. Students are responsible for the careful and appropriate use of school property. Students and their parents or guardian will be held responsible for damages to school property where such damage is caused or aided by the student and will also be held responsible for the reasonable replacement cost of school property which is placed in the care of and lost by the student.

(iii) Materials Required for Course Projects. Students are permitted to and may be encouraged to supply materials for course projects. Some course projects (such as projects in art and shop classes) may be kept by the student upon completion. In the event the completed project has more than minimal value, the student may be required, as a condition of the student keeping the completed project, to reimburse the District for the reasonable value of the materials used in the project. Standard project materials will be made available by the District. If a student wants to create a project other than the standard course project, or to use materials other than standard project materials, the student will be responsible for furnishing or paying the reasonable cost of any such materials for the project.

(iv) Music Course Materials. Students will be required to furnish musical instruments for participation in optional music courses. Use of a musical instrument without charge is available under the District's fee waiver policy. The District is not required to provide for the use of a particular type of musical instrument for any student.

(v) Parking. Students may be required to pay for parking on school grounds or at school-sponsored activities, and may be subject to payment of fines or damages for damages caused with or to vehicles or for failure to comply with school parking rules.

(3) Extracurricular Activities—Specialized equipment or attire. Extracurricular activities means student activities or organizations which are supervised or administered by the District, which do not count toward graduation or advancement between grades, and in which participation is not otherwise required by the District.

The District will generally furnish students with specialized equipment and attire for participation in extracurricular activities. The District is not required to provide for the use of any particular type of equipment or attire. Equipment or attire fitted for the student and which the student generally wears exclusively, such as dance squad, cheerleading, and music/dance activity (e.g. choir or show choir) uniforms and outfits, along with T-shirts for teams or band members, will be required to be provided by the participating student. The cost of maintaining any equipment or attire, including uniforms, which the student purchases or uses exclusively, shall be the responsibility of the participating student. Equipment which is ordinarily exclusively used by an individual student participant throughout the year, such as golf clubs, softball gloves, and the like, are required to be provided by the student participant. Items for the personal medical use or enhancement of the student (braces, mouth pieces, and the like) are the

responsibility of the student participant. Students have the responsibility to furnish personal or consumable equipment or attire for participation in extra-curricular activities or for paying a reasonable usage cost for such equipment or attire. For musical extracurricular activities, students may be required to provide specialized equipment, such as musical instruments, or specialized attire, or for paying a reasonable usage cost for such equipment or attire.

(4) Extracurricular Activities–Fees for participation. Any fees for participation in extra-curricular activities for the current school year are further specified in Appendix “1.” Admission fees are charged for extracurricular activities and events.

(5) Postsecondary education costs. Students are responsible for postsecondary education costs. The phrase “postsecondary education costs” means tuition and other fees only associated with obtaining credit from a postsecondary educational institution. For a course in which students receive high school credit and for which the student may also receive postsecondary education credit, the course shall be offered without charge for tuition, transportation, books, or other fees, except tuition and other fees associated with obtaining credits from a postsecondary educational institution.

(6) Transportation costs. Students are responsible for fees established for transportation services provided by the District as and to the extent permitted by federal and state laws and regulations.

(7) Copies of student files or records. The Superintendent or the Superintendent's designee shall establish a schedule of fees representing a reasonable cost of reproduction for copies of a student's files or records for the parents or guardians of such student. A parent, guardian or student who requests copies of files or records shall be responsible for the cost of copies reproduced in accordance with such fee schedule. The imposition of a fee shall not be used to prevent parents of students from exercising their right to inspect and review the students' files or records and no fee shall be charged to search for or retrieve any student's files or records. The fee schedule shall permit one (1) copy of the requested records be provided for or on behalf of the student without charge and shall allow duplicate copies to be provided without charge to the extent required by federal or state laws or regulations.

(8) Participation in before-and-after-school or prekindergarten services. Students are responsible for fees required for participation in before-and-after-school or prekindergarten services offered by the District, except to the extent such services are required to be provided without cost.

(9) Participation in summer school or night school. Students are responsible for fees required for participation in summer school or night school. Students are also responsible for correspondence courses.

(10) Breakfast and lunch programs. Students shall be responsible for items which students purchase from the District’s breakfast and lunch programs. The cost of items to be sold to students shall be consistent with applicable federal and state laws and regulations. Students are also responsible for the cost of food, beverages, and personal or consumable items which the

students purchase from the District or at school, whether from a “school store,” a vending machine, a booster club or parent group sale, a book order club, or the like. Students may be required to bring money or food for field trip lunches and similar activities.

(11) Waiver Policy. The District’s policy is to provide fee waivers in accordance with the Public Elementary and Secondary Student Fee Authorization Act. Students who qualify for free or reduced-price lunches under United States Department of Agriculture child nutrition programs shall be provided a fee waiver or be provided the necessary materials or equipment without charge for: (1) participation in extracurricular activities and (2) use of a musical instrument in optional music courses that are not extracurricular activities. Participation in a free-lunch program or reduced-price lunch program is not required to qualify for free or reduced-price lunches for purposes of this section. Students or their parents must request a fee waiver prior to participating in or attending the activity, and prior to purchase of the materials.

(12) Distribution of Policy. The Superintendent or the Superintendent's designee shall publish the District's student fee policy in the Student Handbook or the equivalent (for example, publication may be made in an addendum or a supplement to the student handbook). The Student Handbook or the equivalent shall be provided to every student of the District or to every household in which at least one (1) student resides, at no cost.

(13) Student Fee Fund. The School Board hereby establishes a Student Fee Fund. The Student Fee Fund shall be a separate school district fund not funded by tax revenue, into which all money collected from students and subject to the Student Fee Fund shall be deposited and from which money shall be expended for the purposes for which it was collected from students. Funds subject to the Student Fee Fund consist of money collected from students for: (1) participation in extracurricular activities, (2) postsecondary education costs, and (3) summer school or night school.

**Appendix“1” to 2019-2020 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>Program</b>	<b>General Description of Fee or Material</b>	<b>\$ Amount of Fee (Anticipated or Maximum)<sup>1</sup> or Specific Material Required</b>
<b>Elementary Program</b>		
Physical Education classes	Appropriate clothing (non-specialized attire)	Tennis shoes and white socks, running shorts, T-shirt
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	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 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 which 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

<sup>1</sup> Generally, dollar amounts are stated in terms of “maximums.” The actual fee or charge may be less during the 2019-2020 school year.

		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.
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. Prices may vary depending on the number of meals or items purchased by the student, and may be adjusted during the year. Milk and Crackers (K-2) are subject to approved rates.

<b>Secondary 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 and white 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 which 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 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 which 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 will 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 oard 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.
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 private companies involved.
Locker usage	Use of school padlock	Refundable damage deposit of \$10 per year will be required for students who wish to use a school locker.
Parking	Use of school parking lot during school day	\$20.00 per year. 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.

<b>Extracurricular and other programs</b>	<b>General Description of Fee or Material</b>	<b>\$ Amount of Fee (Anticipated or Maximum) or Specific Material Required</b>
<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, swim goggles, 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="933 1276 1421 1942"> <tr> <td>Basketball</td> <td>No additional</td> </tr> <tr> <td>Tennis</td> <td>Tennis racquet</td> </tr> <tr> <td>Cross Country</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; 7<sup>th</sup> and 8<sup>th</sup> grade jerseys</td> </tr> <tr> <td>Wrestling</td> <td>No additional</td> </tr> </table>	Basketball	No additional	Tennis	Tennis racquet	Cross Country	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; 7 <sup>th</sup> and 8 <sup>th</sup> grade jerseys	Wrestling	No additional
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Wrestling	No additional																							

		Baseball	Baseball glove
		Cheerleading and Dance Team Squads	Shoes, approved uniforms (top & skirt; jacket), poms 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 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 Bowl)	State & national dues, meals and activities	Annual dues not to exceed \$50.00 per club.
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	\$10.00 per play or activity
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 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.

<p>5. Trips</p>	<p>Transportation, lodging, meals, admission to events, etc.</p>	<p>Students are responsible for costs of school sponsored trips where the trip is an extracurricular activity. The maximum costs of such trips will be \$2,000 per student.</p> <p>If the trip is not school sponsored, the costs of the trip are not subject to this policy and no fee waivers will apply.</p> <p>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.</p>
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## Article 10 – State and Federal Programs

### **Section 1 Notice of Nondiscrimination**

The School District #145 does not discriminate on the basis of sex, disability, race, color, religion, veteran status, national or ethnic origin, age, marital status, pregnancy, childbirth or related medical condition, or other protected status in the admission, access to its facilities or programs or activities, treatment, or employment.

### **Section 2 Designation of Coordinators**

Any person having concerns or needing information about the District’s compliance with anti-discrimination laws or policies should contact the District’s designated Coordinator for the applicable anti-discrimination law.

Law, Policy or Program	Issue or Concern	Coordinator
Title VI	Discrimination or harassment based on race, color, or national origin; harassment	Superintendent
Title IX	Discrimination or harassment based on sex; gender equity	Superintendent
Section 504 of the Rehabilitation Act and the Americans with Disability Act (ADA)	Discrimination, harassment or reasonable accommodations of persons with disabilities	Superintendent
Homeless student laws	Children who are homeless	Superintendent
Safe and Drug Free Schools and Communities	Safe and drug free schools	Superintendent

The Coordinator may be contacted at: School District #145, Box 426, Waverly, NE 68462; phone number (402) 786-2321.

### **Section 3 Anti-discrimination & Harassment Policy (Board Policy 5009)**

Elimination of Discrimination. The School District #145 hereby gives this statement of compliance and intent to comply with all state and federal laws prohibiting discrimination or harassment and requiring accommodations. This school district intends to take necessary measures to assure compliance with such laws against any prohibited form of discrimination or harassment or which require accommodations.

#### Preventing Harassment and Discrimination of Students.

Purpose: School District #145 is committed to offering employment and educational opportunities to its employees and students in a climate free of discrimination. Accordingly, unlawful discrimination or harassment of any kind by administrators, teachers, co-workers, students or other persons is prohibited. In addition, School District #145 will try to protect employees and students from reported discrimination or harassment by non-employees or others in the work place and educational environment.

For purposes of this policy, discrimination or harassment based on a person's sex, disability, race, color, religion, veteran status, national or ethnic origin, age, marital status, pregnancy, childbirth or related medical condition, or other protected status, is prohibited. The following are general definitions of what might constitute prohibited harassment.

In general, ethnic or racial slurs or other verbal or physical conduct relating to a person's sex, disability, race, color, religion, veteran status, national or ethnic origin, age, marital status, pregnancy, childbirth or related medical condition, or other protected status constitute harassment when they unreasonably interfere with the person's work performance or create an intimidating work, instructional or educational environment.

Age harassment (40 years of age and higher) has been defined by federal regulations as a form of age discrimination. It can consist of demeaning jokes, insults or intimidation based on a person's age.

Sexual harassment is defined by federal and state regulations as a form of sex discrimination. It can consist of unwelcome sexual advances, requests for sexual favors, or physical or verbal conduct of a sexual nature by supervisors or others in the work place, classroom or educational environment.

Sexual harassment may exist when:

Submission to such conduct is either an explicit or implicit term and condition of employment or of participation and enjoyment of the school's programs and activities;

Submission to or rejection of such conduct is used or threatened as a basis for employment related decisions, such as promotion, performance, evaluation, pay adjustment, discipline, work assignment, etc., or school program or activity decisions, such as admission, credits, grades, school assignments or playing time.

The conduct has the purpose or effect of unreasonably interfering with an individual's work or educational performance or creating an intimidating, hostile, or offensive working, class room or educational environment.

Sexual harassment may include explicit sexual propositions, sexual innuendo, suggestive comments, sexually oriented "kidding" or "teasing", "practical jokes", jokes about gender-specific traits, foul or obscene language or gestures, displays of foul or obscene printed or visual material, and physical contact, such as patting, pinching or brushing against another's body.

#### Complaint and Grievance Procedures:

Employees or students should initially report all instances of discrimination or harassment to their immediate supervisor or classroom teacher. However, if the employee or student is uncomfortable in presenting the problem to the supervisor or teacher, or if the supervisor or teacher is the problem, the employee or student is encouraged to go to the next level of

supervision. In the case of a student, the Principal would be the next or alternative person to contact.

If the employee or student's complaint is not resolved to his or her satisfaction within five (5) to ten (10) calendar days, or if the discrimination or harassment continues, or if as a student you feel you need immediate help for any reason, please report your complaint to the Superintendent of School District #145. If a satisfactory arrangement cannot be obtained through the Superintendent, the complaint may be processed to the Board of Education.

The supervisor, teacher or the Superintendent will promptly and thoroughly investigate all complaints. These situations will be treated with the utmost confidence, consistent with resolution of the problem. Based on the results of the investigation, appropriate corrective action, up to and including discharge of offending employees, and disciplinary action up to expulsion against a harassing student, may be taken. Under no circumstances will any threats or retaliation be permitted to be made against an employee or student for alleging in good faith a violation of this policy.

#### **Section 4      Multicultural Policy**

The philosophy of the District's multicultural education program is that students will have improved ability to function as productive members of society when provided with: (a) an understanding of diverse cultures and races, the manner in which the existence of diverse cultures and races have affected the history of our Nation and the world, and of the contributions made by diverse cultures and races (including but not be limited to African Americans, Hispanic Americans, Native Americans, Asian Americans and European Americans) and (b) with the ability and skills to be sensitive toward and to study, work and live successively with persons of diverse cultures and races. The mission shall also include preparing students to eliminate stereotypes and discrimination or harassment of others based on ethnicity, religion, gender, socioeconomic status, age, or disability.

#### **Section 5      Notice to Parents of Rights Afforded by Section 504 of the Rehabilitation Act of 1973**

The following is a description of the rights granted to qualifying students with disabilities under Section 504 of the Rehabilitation Act. The intent of the law is to keep you fully informed concerning the decisions about your child and to inform you of your rights if you disagree with any of these decisions. You have the right to:

1.      Have your child take part in, and receive benefits from, public education programs without discrimination because of his/her disability.
2.      Have the school district advise you of your rights under federal law.
3.      Receive notice with respect to identification, evaluation or placement of your child.
4.      Have your child receive a free appropriate public education.
5.      Have your child receive services and be educated in facilities which are comparable to those provided to every student.
6.      Have evaluation, educational and placement decisions made based on a variety of information sources and by persons who know the student and who are

- knowledgeable about the evaluation data and placement options.
7. Have transportation provided to and from an alternative placement setting (if the setting is a program not operated by the district) at no greater cost to you than would be incurred if the student were placed in a program operated by the district.
  8. Have your child be given an equal opportunity to participate in nonacademic and extracurricular activities offered by the district.
  9. Examine all relevant records relating to decisions regarding your child's identification, evaluation and placement.
  10. Request mediation or an impartial due process hearing related to decisions or actions regarding your child's identification, evaluation, educational program or placement. (You and your child may take part in the hearing. Hearing requests are to be made to the Superintendent.)
  11. File a local grievance.

### **Section 6 Notification of Rights Under FERPA**

The Family Educational Rights and Privacy Act (FERPA) affords parents and students over 18 years of age ("eligible students") certain rights with respect to the student's education records. They are:

1. The right to inspect and review the student's education records within 45 days of the day the District receives a request for access.

Parents or eligible students should submit to the school principal (or appropriate school official) a written request that identifies the record(s) they wish to inspect. The principal will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.

2. The right to request the amendment of the student's education records that the parent or eligible student believes are inaccurate or misleading.

Parents or eligible students may ask the School District to amend a record that they believe is inaccurate or misleading. They should write the school principal, clearly identify the part of the record they want changed, and specify why it is inaccurate or misleading. If the District decides not to amend the record as requested by the parent or eligible student, the District will notify the parent or eligible student of the decision and advise them of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.

3. The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent.

One exception which permits disclosure without consent is disclosure to school officials with legitimate educational interests. A school official is a person employed by the District as an administrator, supervisor, instructor or support staff member

(including health or medical staff and law enforcement unit personnel); a person serving on the School Board; a person or company with whom the District has contracted to perform a special task (such as an attorney, auditor, medical consultant or therapist); or a parent or student serving on an official committee, such as a disciplinary or grievance committee or assisting another school official in performing his or her tasks.

A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.

Upon request, the District discloses education records without consent to officials of another School District in which a student seeks or intends to enroll.

4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by the District to comply with the requirements of FERPA. The name and address of the office that administers FERPA is:

Family Policy Compliance Office  
U.S. Department of Education  
400 Maryland Avenue, S.W.  
Washington, D.C. 20202-4605

#### **Notice Concerning Directory Information**

The District may disclose directory information. The types of personally identifiable information that the District has designated as directory information are as follows:

1. Student's Name, address, telephone listing, and the name, address, telephone listings (if not unlisted), e-mail address and work or other contact information of the student's parent/guardian or other adult acting in loco parentis or with authority to act as parent or guardian in educational matters for the student;
2. School and dates of attendance;
3. Student's current grade;
4. Student's enrollment status (e.g. full-time or part-time);
5. Student's date of birth and place of birth;
6. Student's extra-curricular participation;
7. Student's achievement awards or honors;
8. Student's weight and height if a member of an athletic team;
9. Student's photograph; and
10. School or school district the student attended before he or she enrolled in School District #145.

Notwithstanding the foregoing, the District does not designate as directory information personally identifiable information from students' education records where the District determines that the disclosure to the potential recipient poses a risk to student safety or well-being, including but not limited to circumstances where the potential recipient is a registered sex offender and the personally identifiable information would permit the potential recipient to communicate with or otherwise contact the student.

A parent or eligible student has the right to refuse to let the District designate information about the student as directory information. The period of time within which a parent or eligible student has to notify the District in writing that he or she does not want information about the student designated as directory information is as follows: two (2) weeks from the time this information is first received. Please contact the Superintendent's office to indicate your refusal to have your child's information designated as directory information.

The District may disclose information about former students without meeting the conditions in this section.

The District's policy is for education records to be kept confidential except as permitted by the FERPA law, and the District does not approve any practice which involves an unauthorized disclosure of education records. In some courses student work may be displayed or made available to others. Also, some teachers may have persons other than the teacher or school staff, such as volunteers or fellow students, assist with the task of grading student work and returning graded work to students. The District does not either approve or disapprove such teaching practices, and designates such student work as directory information and/or as non-education records. Each parent and eligible student shall be presumed to have accepted this designation in the absence of the parent or eligible student giving notification to the District in writing in the manner set forth above pertaining to the designation of directory information. Consent will be presumed to have been given in the absence of such a notification from the parent or eligible student.

#### Notice Concerning Designation of Law Enforcement Unit:

The District designates the Lancaster County Sheriff's Department as the District's "law enforcement unit" for purposes of (1) enforcing any and all federal, state or local law, (2) maintaining the physical security and safety of the schools in the District, and (3) maintaining safe and drug free schools.

#### **Section 7 Military Recruiters**

The District will provide military recruiters with access to routine directory information of each high school student, unless the student's parent or guardian requests in writing that their student's information not be shared with a military recruiter. Parents and guardians who do not want their student's information to be shared with a military recruiter must notify the high school principal in writing. If a parent or guardian does not notify the high school principal in writing, the District will provide a military recruiter with the student's routine directory information.

#### **Section 8 Combined District and School Title I Parent and Family Involvement (Board Policy 6410)**

School District #145 intends to follow the Title I Parent and Family Engagement Policy guidelines in accordance with federal law, Section 1116(a-f) ESSA (Every Student Succeeds Act) of 2015.

#### In General

The written District parent and family engagement policy has been developed jointly with,

updated periodically and distributed to parents and family members of participating children and the local community in an understandable and uniform format. This policy agreed on by such parents describes the means for carrying out the requirements as listed below.

- Parents and family members of all students are welcomed and encouraged to become involved with their child's school and education; this includes parents and family members that have limited English proficiency, limited literacy, are economically disadvantaged, have disabilities, racial or ethnic minority background or are migratory children. Information related to school and parent programs, meetings, school reports and other activities are sent to the parents of participating children in a format, and to the extent practicable, in a language the parents can understand.

- Parents are involved in the planning, review, evaluation and improvement of the Title I program, Parent and Family Engagement Policy and the School-Parent Compact at an annual parent meeting scheduled at a convenient time. This would include the planning and implementation of effective parent and family involvement activities.

- Conduct, with meaningful parent and family involvement, an annual evaluation of the content and effectiveness of the Parent and Family Engagement Policy. Use the evaluation findings to design evidence-based strategies for more effective parental involvement, and to revise the Parent and Family Engagement Policy.

- Opportunities are provided for parents and family members to participate in decisions related to the education of their child/children. The school and local educational agency shall provide other reasonable support for parental involvement activities.

- Parents of participating children will be provided timely information about programs under this part, a description and explanation of the curriculum in use, the forms of academic assessment used to measure student progress and the achievement levels of the challenging State academic standards. The school will provide assistance, opportunities, and/or materials and training to help parents work with their children to improve their children's academic achievement in a format, and when feasible, in a language the parents and family members can understand.

- Educate teachers, specialized instructional support personnel, principals, and other school leaders, with the assistance of parents in the value and utility of contributions of parents, how to reach out to, communicate with and work with parents as equal partners.

- Coordinate and integrate parental involvement programs and activities with other Federal, State and local programs, including preschool programs that encourage and support parents in more fully participating in the education of their children.

## **Section 9 Student Privacy Protection Policy**

It is the policy of School District #145 to develop and implement policies which protect the privacy of students in accordance with applicable laws. The District's policies in this regard include the following:

Right of Parents to Inspect Surveys Funded or Administered by the United States Department of Education or Third Parties: Parents shall have the right to inspect, upon the parent's request, a survey created by and administered by either the United States Department of Education or a third party (a group or person other than the District) before the survey is administered or distributed by the school to the parent's child.

Protection of Student Privacy in Regard to Surveys of Matters Deemed to be Sensitive: The District will require, for any survey of students which contain one or more matters deemed to be sensitive (see section headed "Definition of Surveys of Matters Deemed to be Sensitive"), that suitable arrangements be made to protect student privacy (that is, the name or other identifying information about a particular student). For such surveys, the District will also follow the procedures set forth in the section entitled: "Notification of and Right to Opt-Out of Specific Events."

Right of Parents to Inspect Instructional Materials: Parents have the right to inspect, upon reasonable request, any instructional material used as part of the educational curriculum for their child. Reasonable requests for inspection of instructional materials shall be granted within a reasonable period of time after the request is received. Parents shall not have the right to access academic tests or academic assessments, as such are not within the meaning of the term "instructional materials" for purposes of this policy. The procedures for making and granting a request to inspect instructional materials are as follows: the parent shall make the request, with reasonable specificity, directly to the building principal. The building principal, within five (5) school days, shall consult with the teacher or other educator responsible for the curriculum materials. In the event the request can be accommodated, the building principal shall make the materials available for inspection or review by the parent, at such reasonable times and place as will not interfere with the educator's intended use of the materials. In the event there is a question as to the nature of the curriculum materials requested or as to whether the materials are required to be provided, the building principal shall notify the parent of such concern, and assist the parent with forming a request which can reasonably be accommodated. If the parent does not formulate such a request, and continues to desire certain curriculum materials, the parent shall be asked to make their request to the Superintendent.

Rights of Parents to be Notified of and to Opt-Out of Certain Physical Examinations or Screenings. The general policy and practice of the District is to not administer physical examinations or screenings of students which require advance notice or parental opt-out rights under the applicable federal laws, for the reason that the physical examinations or screenings to be conducted by the District will usually fit into one of the following exceptions: (1) hearing, vision, or scoliosis screenings; (2) physical examinations or screenings that are permitted or required by an applicable State law; and (3) surveys administered to students in accordance with the Individuals with Disabilities Education Act. For physical examinations or screenings which do not fit into the applicable exceptions, the District will follow the procedures set forth in the section entitled: "Notification of and Right to Opt-Out of Specific Events."

Protection of Student Privacy in Regard to Personal Information Collected from Students: The general policy and practice of the District is to not engage in the collection, disclosure, or use of

personal information collected from students for the purpose of marketing or for selling that information. The District will make reasonable arrangements to protect student privacy to the extent possible in the event of any such collection, disclosure, or use of personal information. “Personal information” for purposes of this policy means individually identifiable information about a student including: a student or parent’s first and last name, home address, telephone number, and social security number. The term “personal information,” for purposes of this policy, does not include information collected from students for the exclusive purpose of developing, evaluating, or providing educational products or services for, or to, students or educational institutions. This exception includes the following examples: (i) college or postsecondary education recruitment, or military recruitment; (ii) book clubs, magazines, and programs providing access to low-cost literary products; (iii) curriculum and instructional materials used by elementary schools and secondary schools; (iv) tests and assessments used by elementary schools and secondary schools to provide cognitive, evaluative, diagnostic, clinical, aptitude, or achievement information about student, or to generate other statistically useful data for the purpose of securing such tests and assessments, and the subsequent analysis and public release of the aggregate data from such tests and assessments; (v) the sale by student of products or services to raise funds for school-related or education-related activities; (vi) student recognition programs.

Parental Access to Instruments used in the Collection of Personal Information: While the general practice of the District is to not engage in the collection, disclosure, or use of personal information collected from students for the purpose of marketing or for selling that information, parents shall have the right to inspect, upon reasonable request, any instrument which may be administered or distributed to a student for such purposes. Reasonable requests for inspection shall be granted within a reasonable period of time after the request is received. The procedures for making and granting such a request are as follows: the parent shall make the request, with reasonable specificity, directly to the building principal and shall identify the specific act and the school staff member or program responsible for the collection, disclosure, or use of personal information from students for the purpose of marketing that information. The building principal, within five (5) school days, shall consult with the school staff member or person responsible for the program which has been reported by the parent to be responsible for the collection, disclosure, or use of personal information from students. In the event such collection, disclosure, or use of personal information is occurring or there is a plan for such to occur, the building principal shall consult with the Superintendent for determination of whether the action shall be allowed to continue. If not, the instrument for the collection of personal information shall not be given to any students. If it is to be allowed, such instrument shall be provided to the requesting parent as soon as such instrument can be reasonably obtained.

Annual Parental Notification of Student Privacy Protection Policy: The District provides parents with reasonable notice of the adoption or continued use of this policy and other policies related to student privacy. Such notice shall be given to parents of students enrolled in the District at least annually, at the beginning of the school year, and within a reasonable period of time after any substantive change in such policies.

Notification to Parents of Dates of and Right to Opt-Out of Specific Events: The District will directly notify the parents of the affected children, at least annually at the beginning of the school

year, of the specific or approximate dates during the school year when any of the following activities are scheduled, or are expected to be scheduled:

The collection, disclosure, or use of personal information collected from students for the purpose of marketing or for selling that information. (Note: the general practice of the District is to not engage in the collection, disclosure, or use of personal information collected from students for the purpose of marketing or for selling that information).

Surveys of students involving one or more matters deemed to be sensitive in accordance with the law and this policy; and,

Any non-emergency, invasive physical examination or screening that is required as a condition of attendance; administered by the school and scheduled by the school in advance; and not necessary to protect the immediate health and safety of the student or of other students. (Note: the general practice of the District is to not engage in physical examinations or screenings which require advance notice, for the reason that the physical examinations or screenings to be conducted by the District will usually fit into one of the following exceptions to the advance notice requirement and parental opt-out right: (1) hearing, vision, or scoliosis screenings; (2) physical examinations or screenings that are permitted or required by an applicable State law, and (3) surveys administered to students in accordance with the Individuals with Disabilities Education Act ).

Parents shall be offered an opportunity in advance to opt their child out of participation in any of the above listed activities.

In the case of a student of an appropriate age (that is, a student who has reached the age of 18, or a legally emancipated student), the notice and opt-out right shall belong to the student.

Definition of Surveys of Matters Deemed to be Sensitive: Any survey containing one or more of the following matters shall be deemed to be “sensitive” for purposes of this policy:

1. Political affiliations or beliefs of the student or the student’s parent;
2. Mental or psychological problems of the student or the student’s parent;
3. Sex behavior or attitudes;
4. Illegal, anti-social, self-incriminating or demeaning behavior;
5. Critical appraisals of other individuals with whom the student has close family relationships;
6. Legally recognized privileged or analogous relationships, such as those of lawyers, physicians, and ministers;
7. Religious practices, affiliations, or beliefs of the students or the student’s parent;
8. Income (other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under such program).

## **Section 10 Parental Involvement**

### **A. General - Parental/Community Involvement in Schools:**

School District #145 welcomes parental involvement in the education of their children. We recognize that parental involvement increases student success. It is the District's policy to foster and facilitate, to the extent appropriate and in their primary language, parental information about, and involvement in, the education of their children. Policies and regulations are established to protect the emotional, physical and social well-being of all students.

1. Parental involvement is a part of the ongoing and timely planning, review and improvement of district and building programs.
2. Parents are encouraged to support the implementation of district policies and regulations.
3. Parents are encouraged to monitor their student's progress by reviewing quarterly report cards and attending parent-teacher conferences.
4. Textbooks, tests and other curriculum materials used in the district are available for review by parents upon request.
5. Parents are provided access to records of students according to law and school policy.
6. Parents are encouraged to attend courses, assemblies, counseling sessions and other instructional activities with prior approval of the proper teacher or counselor and administrator. Parents' continued attendance at such activities will be based on the students' well-being.
7. Testing occurs in this school district as determined to be appropriate by district staff to assure proper measurement of educational progress and achievement.
8. Parents submitting written requests to have their student excused from testing, classroom instruction and other school experiences will be granted that request when possible and educationally appropriate. Requests should be submitted to the proper teacher or administrator within a reasonable time prior to the testing, classroom instruction or other school experience and should be accompanied by a written explanation for the request. A plan for an acceptable alternative shall be approved by the proper teacher and administrator prior to, or as a part of, the granting of any parent request.
9. Participation in surveys of students occurs in this district when determined appropriate by district staff for educational purposes. Parents will be notified prior to the administration of surveys in accordance with district policy. Timely written parental requests to remove students from such surveys will be granted in accordance with district policy and law. In some cases, parental permission must be given before the survey is administered.
10. Parents are invited to express their concerns, share their ideas and advocate for their children's education with board members, administrators and staff.
11. School district staff and parents will participate in an annual evaluation and revision, if needed, of the content and effectiveness of the parental involvement policy.

## **Section 11 Homeless Students (Board Policy 5060)**

School District 145 will comply with the federal and state law related to homeless students.

A “homeless child” for purposes of this Policy is a child who lacks a fixed, regular, and adequate nighttime residence, as defined by applicable federal and state law related to homeless students. An “unaccompanied youth” is a child who is not in the physical custody of a parent or guardian.

1. Homeless Coordinator: The District’s designated Homeless Coordinator is the Superintendent. The Homeless Coordinator may delegate the specified duties as the Homeless Coordinator determines to be appropriate. The Homeless Coordinator shall serve as the school liaison for homeless children and youth.
  - a. Responsibilities. The responsibilities of the Homeless Coordinator are to assist with identification, enrollment, and placement of homeless children and to provide staff development activities to all school personnel regarding the educational rights and needs of homeless children and youth. The Homeless Coordinator shall ensure that:
    - i. homeless children are identified by school personnel;
    - ii. homeless children enroll in, and have a full and equal opportunity to succeed in school;
    - iii. homeless children and their families receive educational service for which they are eligible and referrals to health, dental, and mental health services and other appropriate services;
    - iv. the parents or guardians of homeless children are informed of the educational and related opportunities available to their children and are provided with meaningful opportunities to participate in the education of their children;
    - v. public notice of the educational rights of homeless children is disseminated where such children receive services under the federal homeless children laws, such as schools, family shelters, and soup kitchens;
    - vi. enrollment disputes are mediated in accordance with law; and
    - vii. the parents or guardians of homeless children, and any unaccompanied youth, are fully informed of transportation services available under law.
  - b. Coordination. The Homeless Coordinator shall coordinate with State coordinators and community and school personnel responsible for the provisions of education and related services to homeless children. Coordination activities with area shelters and other homeless service providers are to be established by the Homeless Coordinator.
  - c. Financial. The Homeless Coordinator shall ensure that financial records are maintained to show expenditures are for authorized activities. Title I, Part A homeless set-aside funds are also to be used for services for homeless children. Materials and equipment purchased with grant funds are properly identified and inventoried.

- d. Program Activities. The Homeless Coordinator shall design program activities to meet the greatest need as determined by the District and homeless service providers.
  - e. Documentation. The Homeless Coordinator shall document the number of homeless children and youth receiving services.
  - f. Student Records. The Homeless Coordinator shall ensure that any record ordinarily kept related to students, including immunization or medical records, academic records, birth certificates, guardianship records, and evaluations for special services or programs, are to be maintained so that the records of a homeless child are available, in a timely fashion, when the child enters a new school or school district and in a manner consistent with the Federal Education Rights and Privacy Act.
2. Enrollment and Placement of Homeless Children: The enrollment and placement of homeless children shall be in compliance with federal and state law.
- a. Enrollment. A homeless child shall be immediately enrolled even if the child is unable to produce records normally required for enrollment. Lack of previous school records, immunization and medical records, birth certificate, or other documentation from the previous school will not delay the enrollment of a homeless child or youth. Guardianship issues, uniform or dress code requirements, and residency requirements will not be obstacles to delay or deny enrollment. The District may nonetheless require the parent or guardian of the homeless child to submit contact information.
  - b. Obtaining Records. The District shall immediately contact the school last attended by the homeless child to obtain relevant academic and other records. If the homeless child needs to obtain immunizations or medical records, the District shall immediately refer the parent or guardian of the homeless child to the Homeless Coordinator, who shall assist in obtaining necessary immunizations or medical records.
  - c. Placement. Placement decisions for a homeless child shall be made according to the District's determination of the child's best interests.
    - i. The placement shall be at either:
      - 1. The child's "school of origin," which is the school that the child attended when permanently housed or the school in which the child was last enrolled; or
      - 2. The school of the attendance area in which the child is actually living.

- ii. If placed in the school of origin, the placement shall continue for the duration of the child's homelessness. If the child becomes permanently housed (no longer homeless) during the school year, the placement in the school of origin will be continued for the remainder of that school year.
- iii. Presume that keeping the child or youth in the school of origin is in the child's or youth's best interest, except when doing so is contrary to the request of the child's or youth's parent or guardian, or in the case of an unaccompanied youth, the youth.
- iv. Consider student-centered factors related to the child's or youth's best interest, including factors related to the impact of mobility on achievement, education, health, and safety of homeless children and youth, giving priority to the request of the child's or youth's parent or guardian or, in the case of an unaccompanied youth, the youth. If the placement is not in the school of origin or a school requested by the homeless child's parent or legal guardian, the District shall provide a written explanation of the placement decision and a statement of appeal rights to the parent or guardian.
- v. If the homeless child is an unaccompanied youth, the Homeless Coordinator shall assist in the placement decision, consider the views of the unaccompanied youth, and provide the unaccompanied youth with notice of the right to appeal.
- vi. The grade placement for the homeless child will be the appropriate grade level as determined by the building principal or designee using the same procedures that are used for placing non-homeless children attending that school.

3. Educational Services and Stigmatization or Segregation: It is the District's policy that homeless children not be stigmatized or segregated on the basis of their status as homeless. Homeless children will be provided the same free, appropriate public education as other students. Homeless students will be provided services comparable to services offered to other students in the school in which the homeless child has been placed, including the following: transportation services, educational services for which the student meets the eligibility criteria, such as services provided under Title I, educational programs for children with disabilities, and educational programs for students with limited English proficiency, programs in vocational and technical education, programs for gifted and talented students, and school nutrition programs.

4. Transportation: Transportation will be provided to homeless students to the extent required by law.

a. Comparable Service. Transportation will be provided to a homeless student comparable to that provided to students who are not homeless.

- b. School of Origin. When the homeless student attends the school of origin, transportation will be provided to and from the school of origin upon request of the parent or guardian of the homeless child, or upon request of the Homeless Coordinator in the case of an unaccompanied youth. If the homeless child relocates out of the District but continues to be enrolled in this School District based on it being the school of origin, this School District will negotiate with the school district in which the child is residing to develop a method to apportion the responsibility and costs for providing the child with transportation to and from the school of origin. If agreement is not reached, the responsibility and cost for transportation shall be shared equally.
  - c. Eliminate Barriers. Transportation will be provided when necessary to eliminate barriers to school enrollment and the retention of students experiencing homelessness.
5. Dispute Resolution. The dispute procedure must be available for disputes over eligibility, as well as school selection or enrollment.
- a. In the event of a dispute regarding where a child or youth should enroll, the child or youth shall be immediately enrolled in the school in which enrollment is sought pending final resolution of the dispute, including all available appeals. The district shall immediately provide the child's parent or guardian or, in the case of an unaccompanied youth, the youth a written explanation of the decision made regarding the school selection including the right to appeal such decision. Said writing shall be provided in a manner and form understandable to such parent, guardian, or unaccompanied youth and also include the district contact information. The district shall carry out the dispute resolution process within 30 calendar days from the date of said writing pursuant to 92 Nebraska Administrative Code 19-005.02.
  - b. Dispute Resolution Process. The district's liaison will assist unaccompanied homeless youth, parent, or guardian in carrying out the dispute resolution process. The process to resolve disputes concerning the enrollment or placement of a child or youth experiencing homelessness is as follows:
    - i. The district will provide a written response and explanation of a decision regarding any complaint or dispute of a parent, guardian or other person having legal or actual charge or control of a homeless child or youth within thirty (30) calendar days of the time such complaint or dispute is brought. In the case of an unaccompanied youth, the district liaison will ensure that the homeless youth is enrolled immediately in the school in which enrollment is sought pending resolution of the dispute and provides notice to such youth of the right to appeal.

- ii. The district will ensure the immediate enrollment of the homeless child or youth in the school in which enrollment is sought pending resolution of the dispute.
  - iii. The district's written response will include a notice of the right to appeal. Refer to NDE, Rule 19, Section 005.03. [https://www.education.ne.gov/legal/webrulespdf/CLEAN19\\_2016.pdf](https://www.education.ne.gov/legal/webrulespdf/CLEAN19_2016.pdf)
- c. Right to Appeal.
- i. Any parent, guardian or other person having legal or actual charge or control of a homeless child or youth or an unaccompanied youth that is dissatisfied with the decision of the district after the dispute resolution process may file a written appeal with the Nebraska Commissioner of Education within thirty (30) calendar days of receipt of the decision. Refer to NDE, Rule 19, Section 005.03 for further details. [https://www.education.ne.gov/legal/webrulespdf/CLEAN19\\_2016.pdf](https://www.education.ne.gov/legal/webrulespdf/CLEAN19_2016.pdf)
  - ii. A party may appeal the decision of the Commissioner or designee by filing a Petition with the State Board of Education within thirty (30) calendar days of the receipt of the decision. Refer to NDE, Rule 19, Section 005.03C for further details. [https://www.education.ne.gov/legal/webrulespdf/CLEAN19\\_2016.pdf](https://www.education.ne.gov/legal/webrulespdf/CLEAN19_2016.pdf)

## **Section 12 Pregnant and Parenting Students (Board Policy 5070)**

School District #145 recognizes that pregnant and parenting students have the right and responsibility to attend school. This attendance right and responsibility applies to students regardless of their marital or parental status. Further, the district will educate pregnant and parenting students and will provide reasonable accommodations to support and encourage all pregnant and parenting students to obtain their high school diploma. No student will be excluded from, denied the benefit of, or discriminated against under any educational program or activity because of pregnancy or parenting responsibilities. There shall be no discrimination on the basis of sex, marital status of any person, or the condition of being a parent.

### Attendance and Leave of Absences

Pregnant and parenting students will be permitted to attend to their own health care, their child's medical care, or other pregnancy- or parenting- related appointments with the benefit of having any such absences or tardiness excused. A student will be permitted to take a leave of absence for pregnancy, childbirth, and any other pre- and post-natal related medical needs, along with recovery therefrom for the duration that is deemed medically necessary by the student's licensed health care provider. At the conclusion of the leave of absence, a student will be immediately enrolled in the district at the same grade and status as when the leave began. Pregnant and parenting students shall be allowed to participate in all activities including extracurricular activities throughout the student's pregnancy and thereafter unless the district deems such participation poses a substantial risk of injury to the student or to others. A pregnant and parenting student may be asked to obtain certification from the student's licensed healthcare

provider regarding the student's safe participation in an extracurricular activity when such certification is required of students for other conditions which require the attention of a licensed healthcare provider.

Any absences accumulated due to pregnancy or pregnancy-related conditions, or care for an ill child, should not count towards any district policies in effect under compulsory attendance requirements. Pregnant and parenting students with excused absences or tardiness shall be treated like all other students with excused absences or tardiness for any other medical reasons.

Pregnant and parenting students will be provided with assignments, classwork and any additional support needed to ensure that the student can keep up with class requirements when absent for pregnancy or parenting-related absences.

#### Alternative Means to Complete Course Work

The district will provide at least one alternate method, in addition to traditional classroom instruction, to keep pregnant and parenting students in school. Such accommodation(s) may include accessing coursework online, home-based independent study, or at-home tutoring. Alternative methods of instruction or other alternative program for pregnant and parenting students are voluntary for the student who may elect whether to engage in an alternative method of instruction or the traditional methods of instruction available to their peers. Pregnant and parenting students shall be allowed to attend their regular classrooms and complete regular coursework.

#### Lactation

The district will provide reasonable time and space to accommodate lactating students to express breast milk or breastfeed during the school day. Such accommodations will be in a location, other than a bathroom or closet, that is private, clean, has an electrical outlet, a chair and is reasonably accessible. Students shall also be provided a food safe refrigerator to store breast milk safely.

#### Child Care

If in-school child care is not provided, a list of qualified licensed child care providers will be provided upon request to pregnant or parenting students. Such list will be updated annually and include providers that participate in the quality rating and improvement system and meet all of the quality rating criteria for at least a stepthree rating pursuant to the Step Up to Quality Child Care Act. Nothing in this policy is intended to prohibit or limit any referral for a student or a student's child to an early head start program or any other available community resources.

#### Privacy and Confidentiality

Pregnant and parenting students have the right to have their health and personal information kept confidential in accordance with law. School staff will make every effort to keep personal information and health records confidential and in compliance with Nebraska and federal law.

Information about students' pregnancies and related conditions will not appear in their cumulative records and will not be used when they are being considered for educational or job opportunities, awards or scholarships.

### Other Accommodations

Pregnant and parenting students may request additional reasonable accommodations to ensure continued participation and enrollment in school. Accommodation requests will be evaluated on a case-by-case basis. Such accommodations may include but are not limited to: additional frequency allowed for bathroom breaks, additional time allowed in between class periods, a larger desk or additional work space, and adjustments to requirements for physical education as needed. Students seeking additional reasonable accommodation should make such requests to the building principal.

### Bullying and Harassment

Pregnant and parenting students have the same rights as other students to be free from discrimination, bullying, and harassment. Such school policies are incorporated herein and apply to all students.

### Policy Dissemination

This policy will be available at the beginning of each school year on the district's website and will be incorporated into the student handbook.

### **Section 13 Married Students**

Married students shall have the same educational opportunities in this school system as unmarried students. There shall be no discrimination on the basis of sex, marital status of any person, or the condition of being a parent. To enforce this prohibition, aggrieved persons shall use the District's anti-discrimination policies.

**RECEIPT OF 2019-2020 STUDENT - PARENT HANDBOOK  
OF SCHOOL DISTRICT #145**

This signed receipt acknowledges receipt of the 2019-2020 Student-Parent Handbook of School District #145. It is understood that the handbook contains student conduct and discipline rules and information about Safe and Drug-Free Schools and that the undersigned, as student, agrees to follow such conduct and discipline rules. This receipt also serves to acknowledge that it is understood that the District's policies of non-discrimination and equity, and that specific complaint and grievance procedures exist in the handbook which should be used to respond to harassment or discrimination.

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

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

\_\_\_\_\_  
Student's Signature

\_\_\_\_\_  
Parent or Legal Guardian's Signature

Return to:

\_\_\_\_\_  
School District #145  
14511 Heywood Street  
PO Box 426  
Waverly, Nebraska 68462

## AVAILABILITY OF HANDBOOKS

The 2019-2020 Student-Parent Handbook of School District #145 is available on the internet at [www.district145.org](http://www.district145.org).

Because of the expense of printing the handbooks, we are asking that you consider using the internet to access and review the 2019-2020 Student-Parent Handbook. Using the internet to access the handbook will allow the district to direct printing dollars to instructional needs and eliminate the need for you to search for your handbook when you have questions throughout the year. Thank you for considering this new use of technology to improve school-home communication.

Please return to the Principal's Office by **August \_\_, 2019**. This will allow us time to get the Handbook to all students and parents before school starts while avoiding the necessity of printing more copies of the Handbooks than necessary.

- Thank you for providing the 2019-2020 Student-Parent Handbook online. I will review it on the internet. My signed receipt below acknowledges receipt of the Handbook in a satisfactory manner via the internet.**
  
- I prefer a paper copy of the Handbook.**

\_\_\_\_\_  
Name

## RECEIPT OF 2019-2020 STUDENT-PARENT HANDBOOK

This signed receipt acknowledges receipt of the 2019-2020 Student-Parent Handbook of School District #145. It is understood that the handbook contains student conduct and discipline rules and information about Safe and Drug-Free Schools and that the undersigned, as student, agrees to follow such conduct and discipline rules. This receipt also serves to acknowledge that it is understood that the District's policies of non-discrimination and equity, and that specific complaint and grievance procedures exist in the handbook which should be used to respond to harassment or discrimination.

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

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

\_\_\_\_\_  
Student's Signature

\_\_\_\_\_  
Parent or Legal Guardian's Signature

# REGISTRATION

## REGISTER NOW FOR THE MEETING NEAREST YOU

TUESDAY, AUGUST 20	VALENTINE	REGISTER BY AUGUST 13
WEDNESDAY, AUGUST 21	FREMONT	REGISTER BY AUGUST 13
THURSDAY, AUGUST 22	LA VISTA	REGISTER BY AUGUST 13
MONDAY, AUGUST 26	GERING	REGISTER BY AUGUST 21
TUESDAY, AUGUST 27	NORTH PLATTE	REGISTER BY AUGUST 21
WEDNESDAY, AUGUST 28	KEARNEY	REGISTER BY AUGUST 21
WEDNESDAY, SEPTEMBER 4	YORK	REGISTER BY AUGUST 28
WEDNESDAY, SEPTEMBER 18	NEBRASKA CITY	REGISTER BY SEPTEMBER 11
WEDNESDAY, SEPTEMBER 25	NORFOLK	REGISTER BY SEPTEMBER 18

### TO REGISTER:

- Go to [www.NASBonline.org](http://www.NASBonline.org), and log in using your email and password
- If you do not have an email and password to log in or have forgotten it, please contact NASB at 800-422-4572 for assistance. \$20 cancellation fee by the registration deadline. No refunds after the deadline.

Registration fees for the meetings and dinner are as follows:

NASB MEMBER	\$72
CANCELLATION FEE	\$20

# AGENDA

REGISTRATION, NETWORKING & EXHIBITORS | 4:30 PM

VISION SESSION | 5:00 TO 5:45 PM

BREAK | 5:45 TO 6:00 PM

TRAINING SESSIONS #1 | 6:00 TO 6:35 PM

BREAK | 6:35 TO 6:45 PM

TRAINING SESSIONS #2 | 6:45 TO 7:20 PM

NETWORKING DINNER & AWARDS/RECOGNITION | 7:25 PM

15 AWARDS OF ACHIEVEMENT POINTS WILL BE EARNED FOR ATTENDING



# VISION & TRAINING SESSIONS

5:00 PM

## CHANGING THE NARRATIVE ... NEBRASKA SCHOOLS ARE SOME OF THE BEST IN THE NATION

The current narrative that says the schools are at fault for our property tax burdens is failing everyone. Learn how we must work together to change this narrative to move our state forward, as we continue engaging our vision.

6:00 PM

## A 2019 LEGISLATIVE RECAP & HOW YOUR ENGAGEMENT IMPACTED THE PROCESS

With an eye on over 100 bills in 12 of the 14 committees, school board members were actively engaged in everything from vehicle safety to vaping, taxes to TEEOSA. See what passed, what didn't, and what's still in play. See how specific items will lead to day to day, and/or policy changes within your schools. Hear how school board members stepped up like never before through testimony, 1-on-1's with their Senators and Committee leaders, and at home. Learn how what we are doing now will impact 2020 and beyond.  
*Colby Coash, Assoc. Executive Dir./Director of Govt Relations*  
*Jim Luebbe, Director of Policy Service*

6:45 PM

## BOARD POLICY: WHAT BOARDS WANT VS. WHAT OTHERS WANT

In addition to reviewing specific policy changes from this year's Legislative session, we will discuss the value of focusing on Board governance through policy. There are clear differences between many Boards' expectations of their policy roles and the expectations of state institutions and the public. Local leadership can help bridge that gap.  
*Colby Coash, Assoc. Executive Dir./Director of Govt Relations*  
*Jim Luebbe, Director of Policy Service*

## STRATEGIC PLANNING: LEADERSHIP ACCOUNTABILITY

Engaging stakeholders through the lens of strategic planning allows the board and school leadership to consider, respond, and reflectively align the district strategic goals to those of the stakeholders in the community. This session will outline how the strategic alignment of the stakeholders, board, and superintendent create the leadership accountability necessary for effectively and collaboratively establishing the vision and goals of the school district. Effective board governance models accountable leadership.  
*Marcia Herring, Director of Board Leadership*

## COHESIVE LEADERSHIP IS MORE THAN A CATCHPHRASE!

Frustrations, apprehensions, and success! Board members experience it all in a leadership role. We will discuss how the board and superintendent/ESU administrator work collaboratively to impact student achievement and how you change the course of direction when that working relationship is not operating at an effective and cohesive level. Board members serve an important role in the high stakes of school improvement, this session will provide resources and tips for improving school board effectiveness.  
*Marcia Herring, Director of Board Leadership*

## LET'S TALK ABOUT IT

This session will be a networking opportunity to have open dialogue and learn from peers. Be prepared to mix it up in small groups to discuss topics like: biggest district challenge, best practices happening in your schools, advocacy efforts and the goal of education as one voice, challenges of rural/urban districts and potential solutions. Attendees will also receive information about potential and realized cost savings as a result of your NASB membership and the programs and services available to your district.

*Shari Becker, Director of Leadership Search Service*  
*Matt Belka, Director of Marketing, Communication & Advocacy*

## THE DO'S AND DON'TS OF SCHOOL SAFETY, SCHOOL INSURANCE AND SCHOOL CLAIMS

This session will share what's happening in the area of school safety, school insurance and recent school claims that we can all learn from. This session will also revisit the roots of why "pooling" is available to Nebraska schools, and what makes pooling different.

*Megan Boldt, Director of ALICAP/Insurance*



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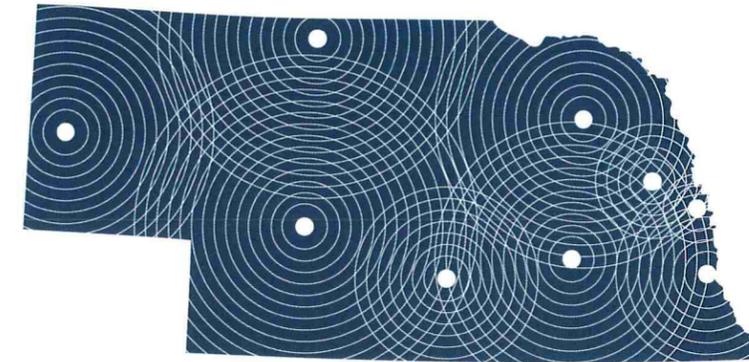
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# 2019 AREA MEMBERSHIP MEETINGS

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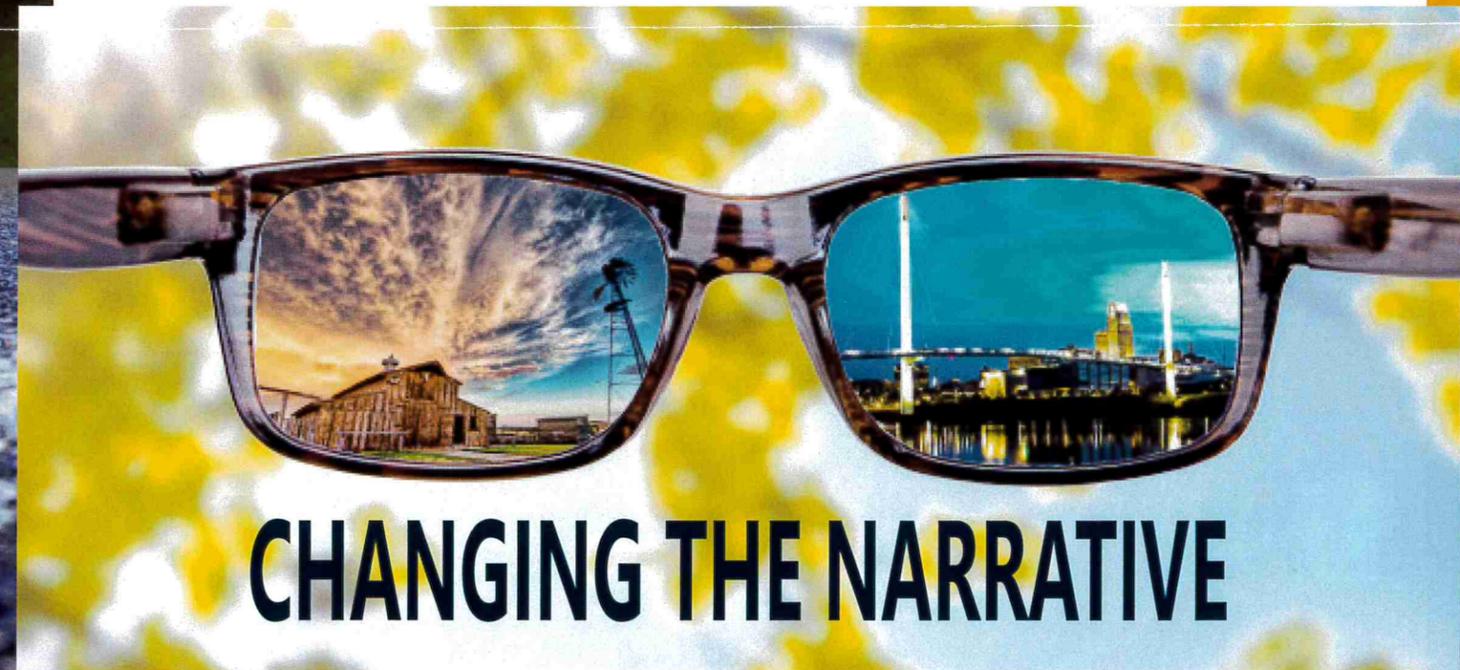


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## CHANGING THE NARRATIVE



## CHANGING THE NARRATIVE



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