

Madison Board of Education, Madison District #1

Board of Education Regular Meeting
Monday, April 10, 2023 7:00 PM
Middle School/High School Conference Room
700 South Kent St.
Madison, NE 68748-0450

The sequence of items on the agenda is provided as a courtesy. The board reserves the right to consider items in any sequence deemed appropriate. Therefore, visitors are encouraged to attend the meeting from the beginning.

1. Call the Meeting to Order
 - 1.1. Roll Call
 - 1.2. Pledge of Allegiance
 - 1.3. Open Meetings Act
 - 1.4. Madison Public Schools Mission Statement
2. Consent Agenda
 - 2.1. Accept the amended agenda as the official agenda
 - 2.2. Approve minutes of the previous meetings
 - 2.3. Accept submitted bills and payroll request and authorize payment of both
3. Public Forum
4. Administrator and Other Reports
5. Board Committee Reports/Meeting dates
6. Action Items
 - 6.1. Discuss, consider, and take all necessary action to reaffirm BOE policies 4022-4040. 4021, 4026, 4033, and 4035 are all intentionally left blank by KSB.
 - 6.2. Discuss, consider, and take all necessary action to accept the resignation of Suzy Foley.
 - 6.3. Discuss, consider, and take all necessary action to accept new science teacher-Carter Tegeler as recommended by the administration.
 - 6.4. Discuss, consider, and take all necessary action to accept new elementary teacher-Bradi Scott as recommended by the administration.
 - 6.5. Discuss, consider, and take all necessary action to approve the student handbook as presented by the administration at the March meeting.
7. Executive Session
8. Any Action resulting from Executive Session.
9. Topics for next month's Board of Education meeting
10. Adjournment

The board reserves the right to enter executive session if it deems it necessary to prevent needless injury to a staff member's reputation or for the protection of the public interest.

Meeting Notice Posted for March 2023 Meeting

City Office	02-06-2023
Library	02-06-2023
Front door of high school	02-06-2023
Madison Star Mail (Mtg Notice)	03-02-2023

Kate Ebeling: Present, Harlow Hanson: Present, Jim Knapp: Present, Deb Neidig: Present, Jim Reeves: Present, Steve Ruh: Present. Present: 6, Absent: 0.

1. Call the Meeting to Order

- 1.1. Roll Call
- 1.2. Pledge of Allegiance
- 1.3. Open Meetings Act
- 1.4. Madison Public Schools Mission Statement

2. Consent Agenda

Motion to approve consent agenda items 2.1, 2.2 & 2.3 as presented passed with a motion by Steve Ruh and a second by Jim Knapp. Kate Ebeling: Yea, Harlow Hanson: Yea, Jim Knapp: Yea, Deb Neidig: Yea, Jim Reeves: Yea, Steve Ruh: Yea Yea: 6, Nay: 0

A to Z Vac.N.Sew	Supplies	155.80
Albracht Disposal Service	Waste Disposal	325.00
Appeara	Supplies	83.99
Apple Computer, Inc.	Supplies	200.00
BCN	Phone Service	116.37
Brady & Amy's	Fuel	79.71
Central Nebraska Rehab Services	SPED Services	4,669.65
Champlin Tire Recycling Inc.	Supplies	6,880.00
Chartwells	Supplies	85.00
Choice Foods	Supplies	148.02
Chona's	Supplies	194.50
Ciox Health	SPED Services	29.98
City of Madison	Utilities	3,192.48
Computer Hardware	Repairs	355.00
Cornerstones of Care	BIST Services	3,750.00
Dakota Truck Underwriters	Insrance	10,083.00
DEMCO	Supplies	1,751.52
Dent Specilists	Maintenance	402.33
Eakes Office Solutions	Supplies	1,115.53
Ecolab Pest Elimination Division	Pest Control	121.85
Educational Service Unit #7	Registration	90.00
Educational Service Unit #8	SPED Services / Training	41,919.60
Fairfield Inn & Suites, Kearney	Travel	119.95
Fields Hardware	Supplies	551.63
Follett School Solutions	Subscription	3,310.70
Frontier	Phone Service	874.73
Grainger	Supplies	98.36
Great America Financial Services Corporation	Copier Lease	1,894.58
Hal-Leonard Corporation	Supplies	21.57
Henry Doorly Zoo	Supplies	361.00
Hermitage Art Company, Inc.	Supplies	34.68
HyVee Food Service	Supplies	163.88

J W Pepper & Son Inc	Supplies	45.00
Jackson Services	Supplies	220.19
Johnson's Inc	Repairs	150.00
Josten's Big Day Recognition LLC	Supplies	38.00
K & S Door Co Inc.	Repairs	98.00
KSB School Law	Legal Services	60.00
Kush, Karla	Supplies Reimb	471.99
La Hacienda	Supplies	174.00
Lunchtime Solutions, Inc.	Supplies	2,305.20
Madison Chamber of Commerce	Supplies	355.00
Madison Star Mail	Publications	1,207.13
Meisinger Oil Company	Supplies	623.04
Menards - Norfolk	Supplies	439.30
MPS Activity Fund	Supplies	173.00
NE Regional Deaf Ed Program	SPED Services	150.00
Nebr Rural Community Schools	Registration	80.00
Nebraska Aquatic Supply	Supplies	82.89
Nebraska Association of School Boards	Membership	4,557.00
Nebraska Schoolmasters Club	Membership	30.00
Northeast Community College	Registration	195.00
Northeast Nebraska Juvenile Services	Reimbursement	6,132.06
One Office Solution	Supplies	98.00
Otis Elevator Company	Elevator Maintenance	9.04
Pinkelman Truck and Trailer	Maintenance	2,470.25
Short Stop, The	Fuel	3,933.37
Sparklight	Box Rental	27.02
Sterling Computers	Supplies	1,417.50
Thornburg, James	Postage Reimbursement	19.10
TWD Lock, Sare & Key	Repairs	805.00
Volkman Plumbing & Heating	Repairs	10,544.08
Walmart Community	Supplies	307.98
Water Engineering Inc	Water Service	502.54

3. Public Forum

4. Administrator and Other Reports

5. Board Committee Reports/Meeting dates

6. Action Items

7. Discuss, consider, and take all necessary action to accept new EL teacher-Katrina Hughes as recommended by the administration.

Motion to approve teaching contract for Katrina Hughes for the position of EL teacher passed with a motion by Jim Knapp and a second by Kate Ebeling. Kate Ebeling: Yea, Harlow Hanson: Yea, Jim Knapp: Yea, Deb Neidig: Yea, Jim Reeves: Yea, Steve Ruh: Yea. Yea: 6, Nay: 0

8. Discuss, consider, and take all necessary action to accept new Math teacher-Ken Newcomb as recommended by the administration.

Motion to approve teaching contract for Ken Newcomb for position of math teacher passed with a motion by Jim Reeves and a second by Deb Neidig. Kate Ebeling: Yea, Harlow Hanson: Yea, Jim Knapp: Yea, Deb Neidig: Yea, Jim Reeves: Yea, Steve Ruh: Yea. Yea: 6, Nay: 0

9. Discuss, consider, and take all necessary action to purchase skid steer from AKRS.

Motion made to purchase the lease retiring skid steer loader from Akrs for the amount of \$28,404.51 passed with a motion by Jim Knapp and a second by Deb Neidig. Kate Ebeling: Yea, Harlow Hanson: Yea, Jim Knapp: Yea, Deb Neidig: Yea, Jim Reeves: Yea, Steve Ruh: Yea. Yea: 6, Nay: 0

10. Discuss, consider, and take all necessary action to accept bid to do either both floors or just the new gym.

Motion made to accept a bid from Court Floor to refinish the floor of the new gym for the amount of \$4,480.00 passed with a motion by Kate Ebeling and a second by Deb Neidig. Kate Ebeling: Yea, Harlow Hanson: Yea, Jim Knapp: Yea, Deb Neidig: Yea, Jim Reeves: Yea, Steve Ruh: Yea. Yea: 6, Nay: 0

11. Discuss, consider, and take all necessary action to approve classified compensation for 2023-24 as recommended by the classified negotiations board committee.

Motion made to approve classified staff compensation for the 2023 - 2024 school year as recommended by the classified negotiations committee passed with a motion by Steve Ruh and a second by Jim Knapp. Kate Ebeling: Yea, Harlow Hanson: Yea, Jim Knapp: Yea, Deb Neidig: Yea, Jim Reeves: Yea, Steve Ruh: Yea. Yea: 6, Nay: 0

12. Discuss, consider, and take all necessary action to accept resignation of Ag education/FFA advisor Kara Wondercheck.

Motion to accept the resignation of Ag education/FFA advisor Kara Wondercheck passed with a motion by Deb Neidig and a second by Steve Ruh. Kate Ebeling: Yea, Harlow Hanson: Yea, Jim Knapp: Yea, Deb Neidig: Yea, Jim Reeves: Yea, Steve Ruh: Yea. Yea: 6, Nay: 0

13. Discuss, consider, and take all necessary action to reaffirm board policies 3051, 4001- 4014, 4016-4020.

Motion made to reaffirm board policies 3051, 4001-4014, 4016-4020 passed with a motion by Kate Ebeling and a second by Harlow Hanson. Kate Ebeling: Yea, Harlow Hanson: Yea, Jim Knapp: Yea, Deb Neidig: Yea, Jim Reeves: Yea, Steve Ruh: Yea. Yea: 6, Nay: 0

14. Executive Session

15. Any Action resulting from Executive Session.

16. Topics for next month's Board of Education meeting

17. Adjournment

Motion to Adjourn at 8:10 pm passed with a motion by Deb Neidig and a second by Kate Ebeling. Kate Ebeling: Yea, Harlow Hanson: Yea, Jim Knapp: Yea, Deb Neidig: Yea, Jim Reeves: Yea, Steve Ruh: Yea. Yea: 6, Nay: 0

President

Secretary

<u>Vendor Name</u>	<u>Invoice</u>	<u>Description</u>	<u>Amount</u>
<u>Checking</u>	1		
Checking	1	Fund: 01 GENERAL FUND	
A TO Z VAC.N.SEW	2396	SUPPLIES	92.80
A TO Z VAC.N.SEW	2397	MAINTENANCE	322.55
		Vendor Total:	415.35
ALBRACHT DISPOSAL SERVICE	61681	WASTE DISPOSAL	155.00
ALBRACHT DISPOSAL SERVICE	61682	WASTE DISPOSAL	170.00
		Vendor Total:	325.00
APPEARA	0841886	SUPPLIES	28.20
APPEARA	0841889	SUPPLIES	27.59
APPEARA	0844018	SUPPLIES	28.20
APPEARA	0846079	SUPPLIES	28.20
APPEARA	0846081	SUPPLIES	27.59
APPEARA	0848143	SUPPLIES	28.20
APPEARA	0850229	SUPPLIES	28.20
APPEARA	0850232	SUPPLIES	27.59
		Vendor Total:	223.77
APPLE COMPUTER, INC.	AL15200691	SUPPLIES	129.00
APPLE COMPUTER, INC.	AL15238100	SUPPLIES	390.00
		Vendor Total:	519.00
BIG COUNTRY AUTO	74633	MAINTENANCE	191.62
		Vendor Total:	191.62
BLICK CLASSROOM ART	574839	SUPPLIES	52.85
		Vendor Total:	52.85
BRAITHWAIT, TRISH	0323 REIMB	REIMB	55.89
		Vendor Total:	55.89
CENTRAL NEBRASKA REHAB SERVICES	13615	SPED SERVICES	4,751.60
		Vendor Total:	4,751.60
CHAMPS INC	031423-2712-245	REPAIRS	49.00
		Vendor Total:	49.00
CHOICE FOODS	002000291037	SUPPLIES	34.83
CHOICE FOODS	002002431547	SUPPLIES	97.75
CHOICE FOODS	002022871923	SUPPLIES	111.74
CHOICE FOODS	002031791053	SUPPLIES	8.44
CHOICE FOODS	002033910321	SUPPLIES	3.75
CHOICE FOODS	002046251402	SUPPLIES	22.18
CHOICE FOODS	002047031137	SUPPLIES	14.55
CHOICE FOODS	002048111655	SUPPLIES	13.44
CHOICE FOODS	002048121656	SUPPLIES	6.78
CHOICE FOODS	002050701055	SUPPLIES	36.70
CHOICE FOODS	002051261451	SUPPLIES	45.83
CHOICE FOODS	0423 STMT	FUEL	3,611.72
		Vendor Total:	4,007.71
CHONA'S	031523 RECEIPT	SUPPLIES	28.75
CHONA'S	032223 RECEIPT	SUPPLIES	22.50
CHONA'S	032923 RECEIPT	SUPPLIES	22.50

<u>Vendor Name</u>	<u>Invoice</u>	<u>Description</u>	<u>Amount</u>	
			Vendor Total:	73.75
CITY OF MADISON	0323 5045001	UTILITIES	708.80	
CITY OF MADISON	0323 5095001	UTILITIES	34.45	
CITY OF MADISON	0323 5097002	UTILITIES	157.49	
CITY OF MADISON	0323 7008001	UTILITIES	4,183.45	
CITY OF MADISON	0423 7007001	UTILITIES	2,216.38	
CITY OF MADISON	0423 7008001	UTILITIES	4,665.22	
			Vendor Total:	11,965.79
COLONIAL RESEARCH CHEMICAL	150292	SUPPLIES	331.20	
			Vendor Total:	331.20
CURRICULUM ASSOCIATES LLC	90733248	SUPPLIES	655.02	
			Vendor Total:	655.02
CUSTOM SPORTS	34869	SUPPLIES	700.00	
			Vendor Total:	700.00
DEMCO	7273323	SUPPLIES	406.55	
			Vendor Total:	406.55
EAKES OFFICE SOLUTIONS	8675086-0	SUPPLIES	39.49	
EAKES OFFICE SOLUTIONS	8675088-0	SUPPLIES	150.31	
EAKES OFFICE SOLUTIONS	8675775-1	SUPPLIES	160.00	
EAKES OFFICE SOLUTIONS	8675775-2	SUPPLIES	239.80	
EAKES OFFICE SOLUTIONS	8675776-0	SUPPLIES	473.30	
EAKES OFFICE SOLUTIONS	8686571-0	SUPPLIES	362.62	
EAKES OFFICE SOLUTIONS	8686571-1	SUPPLIES	177.94	
EAKES OFFICE SOLUTIONS	8686571-2	SUPPLIES	67.64	
EAKES OFFICE SOLUTIONS	8692948-0	SUPPLIES	1,964.68	
EAKES OFFICE SOLUTIONS	8695285-0	SUPPLIES	616.14	
			Vendor Total:	4,251.92
EDUCATIONAL SERVICE UNIT #8	INV-009277	MAINTENANCE	446.25	
EDUCATIONAL SERVICE UNIT #8	INV-009293	SPED SERVICES	23,586.10	
EDUCATIONAL SERVICE UNIT #8	INV-009311	SPED SERVICES	12,900.00	
EDUCATIONAL SERVICE UNIT #8	INV-009325	SPED SERVICES	3,100.00	
EDUCATIONAL SERVICE UNIT #8	INV-009339	SPED SERVICES	4,320.00	
EDUCATIONAL SERVICE UNIT #8	INV-009348	DISTANCE LEARNING	1,428.78	
EDUCATIONAL SERVICE UNIT #8	INV-009373	TRAINING	20.00	
			Vendor Total:	45,801.13
ESGI LLC	ESGI43546	LICENSE	936.00	
			Vendor Total:	936.00
FRONTIER	0323 STMT	PHONE SERVICE	874.73	
			Vendor Total:	874.73
FUHS, DANIEL	0323 REIMB	REIMBURSEMENT	26.13	
			Vendor Total:	26.13
GRAINGER	9633532891	SUPPLIES	562.36	
			Vendor Total:	562.36
GREATAMERICA FINANCIAL SERVICES CORPORATION	33714950	COPIER LEASE	2,498.44	

<u>Vendor Name</u>	<u>Invoice</u>	<u>Description</u>	<u>Amount</u>	
			Vendor Total:	2,498.44
HAMPTON INN - KEARNEY	1680204921	TRAVEL	418.00	
			Vendor Total:	418.00
HARRIS	DATMN0001561	CENSUS	855.09	
			Vendor Total:	855.09
HENRY DOORLY ZOO	0423 ORDER	SUPPLIES	9.50	
			Vendor Total:	9.50
HIRERIGHT LLC, INC	P1158442	TESTING	36.81	
			Vendor Total:	36.81
HUGH O'BRIAN YOUTH LEADERSHIP	185482	REGISTRATION	250.00	
			Vendor Total:	250.00
HY-VEE FOOD STORE	0323 STMT	SUPPLIES	378.91	
			Vendor Total:	378.91
INSTRUMENTALIST AWARDS LLC	2301	SUPPLIES	107.00	
			Vendor Total:	107.00
ISLAND SUPPLY WELDING CO.	288139	SUPPLIES	296.95	
			Vendor Total:	296.95
JACKSON SERVICES	5015426	SUPPLIES	110.28	
JACKSON SERVICES	5015427	SUPPLIES	97.63	
			Vendor Total:	207.91
JOHNSON'S, INC	16143	REPAIRS	150.00	
			Vendor Total:	150.00
JOSTEN'S INC	30595941	SUPPLIES	236.25	
JOSTEN'S INC	30744135	SUPPLIES	432.60	
			Vendor Total:	668.85
KNIGHT, AMBER	0323 REIMB	REIMBURSEMENT	49.88	
			Vendor Total:	49.88
KRIER TECHNOLOGIES	9/3509	SUPPLIES	1,508.00	
			Vendor Total:	1,508.00
LA HACIENDA	031323 RECEIPT	SUPPLIES	69.00	
LA HACIENDA	032023 RECEIPT	SUPPLIES	40.00	
LA HACIENDA	032723 RECEIPT	SUPPLIES	19.50	
LA HACIENDA	040323 RECEIPT	SUPPLIES	17.00	
			Vendor Total:	145.50
MENARDS - NORFOLK	37928	SUPPLIES	7.77	
MENARDS - NORFOLK	38050	SUPPLIES	26.97	
MENARDS - NORFOLK	38166	SUPPLIES	139.51	
MENARDS - NORFOLK	38353	SUPPLIES	23.37	
MENARDS - NORFOLK	38468	SUPPLIES	26.68	
MENARDS - NORFOLK	38473	SUPPLIES	439.89	
MENARDS - NORFOLK	38500	SUPPLIES	60.58	

<u>Vendor Name</u>	<u>Invoice</u>	<u>Description</u>	<u>Amount</u>	
MENARDS - NORFOLK	38588-1	SUPPLIES	65.23	
MENARDS - NORFOLK	38645	SUPPLIES	52.98	
MENARDS - NORFOLK	38822	SUPPLIES	7.48	
MENARDS - NORFOLK	38885	SUPPLIES	31.48	
MENARDS - NORFOLK	38926	SUPPLIES	41.88	
		Vendor Total:		923.82
MIDDLETON, BOBBI	0323 REIMB	REIMBURSEMENT	61.79	
		Vendor Total:		61.79
MPS ACTIVITY FUND	0323 REIMB	REIMBURSEMENT	204.37	
MPS ACTIVITY FUND	0323 REIMB 1	REIMBURSEMENT	255.90	
MPS ACTIVITY FUND	0423 REIMB	REIMBURSEMENT	880.00	
		Vendor Total:		1,340.27
MPS-PETTY CASH	0323 REIMB	REIMBURSEMENT	48.00	
		Vendor Total:		48.00
NEBR RURAL COMMUNITY SCHOOLS	SC 0094	REGISTRATION	210.00	
		Vendor Total:		210.00
NEBRASKA ASSOCIATION OF SCHOOL BOARDS	INV-12138- M9D2X5	REGISTRATION	105.00	
		Vendor Total:		105.00
NEBRASKA COUNCIL OF SCHOOL ADMINISTRATOR	e16373-712324	REGISTRATION	180.00	
		Vendor Total:		180.00
NEBRASKA FFA ASSOCIATION	2208 STATE CONV	REGISTRATION	736.00	
		Vendor Total:		736.00
NEBRASKA PUBLIC HEALTH ENVIRONMENTAL LABORATORY	562734	WATER TESTING	31.00	
		Vendor Total:		31.00
NORFOLK MUSIC BOOSTERS	0323 STMT	REGISTRATION	190.00	
		Vendor Total:		190.00
NORTHEAST NEBRASKA JUVENILE SERVICES	0423 STMT	REIMBURSEMENT	9,338.43	
		Vendor Total:		9,338.43
NOVEL IDEAS INC	4632	SUPPLIES	3,468.75	
		Vendor Total:		3,468.75
OMAHA WORLD HERALD	A3262023 1014016	PUBLICATIONS	34.64	
		Vendor Total:		34.64
ONE SOURCE	2877-20230331	BACKGROUND CHECK	15.00	
		Vendor Total:		15.00
OSNES, TRENT	0423 REIMB	FUEL	31.00	
		Vendor Total:		31.00
PIONEER VILLAGE	0323 STMT	ADMISSION	137.00	
		Vendor Total:		137.00

<u>Vendor Name</u>	<u>Invoice</u>	<u>Description</u>	<u>Amount</u>	
PITNEY BOWES	1022705774	METER RENTAL	117.00	
		Vendor Total:		117.00
PIZZA HUT OF MADISON	032423 ORDER	SUPPLIES	18.24	
		Vendor Total:		18.24
QUILL CORPORATION	31405387	SUPPLIES	78.60	
QUILL CORPORATION	31593007	SUPPLIES	34.52	
QUILL CORPORATION	31632581	SUPPLIES	205.67	
		Vendor Total:		318.79
RAMADA MIDTOWN CONFERENCE CENTER	3066	TRAVEL	114.95	
		Vendor Total:		114.95
REALLY GOOD STUFF	8191896	SUPPLIES	519.90	
REALLY GOOD STUFF	8192590	SUPPLIES	73.61	
		Vendor Total:		593.51
REALLY GREAT READING CO	39698	SUPPLIES	2,310.00	
		Vendor Total:		2,310.00
RHYMEUNIVERSITY.COM	4371315	SUPPLIES	167.94	
		Vendor Total:		167.94
SCHMIDT, COURTNEY	0223 STMT	MILEAGE	77.94	
SCHMIDT, COURTNEY	0323 STMT	MILEAGE	59.60	
		Vendor Total:		137.54
SCHOOL SPECIALTY LLC	208131972929	SUPPLIES	657.86	
SCHOOL SPECIALTY LLC	208132062149	SUPPLIES	102.76	
SCHOOL SPECIALTY LLC	208132094259	SUPPLIES	121.56	
SCHOOL SPECIALTY LLC	208132111475	SUPPLIES	180.01	
		Vendor Total:		1,062.19
SHORT STOP, THE	87332833	FUEL	66.87	
		Vendor Total:		66.87
SPARKLIGHT	0423 STMT	BOX RENTAL	27.02	
		Vendor Total:		27.02
STAPLES BUSINESS ADVANTAGE Dept DET	3532689786	SUPPLIES	6,340.10	
STAPLES BUSINESS ADVANTAGE Dept DET	3533508681	SUPPLIES	79.90	
STAPLES BUSINESS ADVANTAGE Dept DET	3533508682	SUPPLIES	168.32	
STAPLES BUSINESS ADVANTAGE Dept DET	3533645305	SUPPLIES	52.91	
STAPLES BUSINESS ADVANTAGE Dept DET	3533826925	SUPPLIES	19.95	
STAPLES BUSINESS ADVANTAGE Dept DET	8069695775	SUPPLIES	39.68	
		Vendor Total:		6,700.86
TK ELEVATOR	1000509437	ELEVATOR MAINTENANCE	332.64	
		Vendor Total:		332.64

<u>Vendor Name</u>	<u>Invoice</u>	<u>Description</u>	<u>Amount</u>	
TRANE US INC	313462861	REPAIRS	1,228.00	
		Vendor Total:		1,228.00
ULINE	161598291	SUPPLIES	524.88	
		Vendor Total:		524.88
UNIVERSITY OF NE - LINCOLN	1237	SUPPLIES	40.00	
		Vendor Total:		40.00
UNIVERSITY OF NEBRASKA LINCOLN	0323 STMT	REGISTRATION	108.00	
		Vendor Total:		108.00
VENTRIS LEARNING	20232461	SUPPLIES	301.00	
		Vendor Total:		301.00
VOLKMAN PLUMBING & HEATING	212206	REPAIRS	1,664.00	
VOLKMAN PLUMBING & HEATING	212408	REPAIRS	1,227.00	
		Vendor Total:		2,891.00
WALMART COMMUNITY	031523 RECEIPT	SUPPLIES	53.25	
WALMART COMMUNITY	031723 RECEIPT	SUPPLIES	127.17	
		Vendor Total:		180.42
WATER ENGINEERING INC	IN108870	WATER SERVICE	295.04	
WATER ENGINEERING INC	IN108933	WATER SERVICE	207.50	
		Vendor Total:		502.54
WOODRIVER ENERGY	12873	UTILITIES	8,580.48	
WOODRIVER ENERGY	330019	UTILITIES	7,689.02	
		Vendor Total:		16,269.50
		Fund Total:		135,620.80
		Checking Account Total:		135,620.80

September 2022 Board Meeting:

Bond Fund:

BOK Financial \$ 10,007.24

Depreciation Fund:

Heartland Communications \$ 3,650.00 Labor for Wireless Access Points

Special Building Fund:

DWB, INC. \$ 85,346.10 Elementary Project

Fakler Architects \$ 1,787.10 Construction Phase Services/Advertising

October 2022 Board Meeting:

Qualified Capital Projects Fund:

Computershare \$ 700.00 Paying Agent Fee

Special Building Fund:

DWB, Inc. \$ 180,436.35 Elementary/Bus Barn Projects

November 2022 Board Meeting:

Bond Fund:

BOK Financial \$ 199,240.00 Bond payment

Depreciation Fund:

Complete Floors \$ 40,421.00 Summer floor projects

Special Building Fund:

DWB, Inc. \$ 368,411.90 Elementary/Bus Barn Project

December 2022 Board Meeting:

Special Building Fund:

DWB, Inc. \$ 422,039.72 Elementary/Bus Barn Project

Five Points Bank \$ 730,000.00 Payment on debt (New Gym /Commons)

January 2023 Board Meeting:

Special Building Fund:

City of Madison \$ 4,291.80 Building Permit Resolution
Offset by \$2,500 from DWB

DWB, Inc. \$ 198,685.85 Elementary/Bus Barn Project

Fakler Architects \$ 10,367.50 Elementary/Bus Barn Project Services

Madison County Bank \$ 20.00 Wire Fee for Building Project Advance

February 2023 Board Meeting:

Special Building Fund:

DWB, INC. \$ 236,607.00 Elementary/Bus Barn Project

Fakler Architects \$ 367.50 Elementary/Bus Barn Project Services

March 2023 Board Meeting:

Bond Fund:

BOK Financial \$ 711.68 Bond interest expenses

Special Building Fund:

DWB, Inc. \$ 199,762.66 Elementary/Bus Barn Project

Fakler Architects \$ 551.25 Elementary/Bus Barn Project Services

Five Points Bank \$ 61,276.04 Interest Payment on leasing funds

April 2023 Board Meeting:

Bond Fund:

BOK Financial \$ 5,938.58 IRS has not processed our credits - this
will be refunded when complete

Depreciation:

AKRS \$ 28,404.51 Skid Steer Loader

Special Building Fund:

DWB, Inc. \$ 75,468.95 Elementary/Bus Barn Projects

**MADISON PUBLIC SCHOOLS
TREASURER'S REPORT**

March 31, 2023

General Fund

BALANCE

Last year's balance

Balance Forward as of	<u>February 28, 2023</u>				\$2,022,248.58	
Receipts		+	\$	538,624.57		
Expenditures		-	\$	719,595.66		
Balance as of	<u>March 31, 2023</u>				\$1,841,277.49	\$2,376,387.09

Employee Benefit Fund

Balance Forward as of	<u>February 28, 2023</u>				\$9,647.34	
Receipts		+	\$	3,553.45		
Expenditures		-	\$	4,845.17		
Balance as of	<u>March 31, 2023</u>				\$8,355.62	\$13,522.23

Petty Cash Fund

Balance Forward as of	<u>February 28, 2023</u>				\$2,390.06	
Receipts		+	\$	1,322.78		
Expenditures		-	\$	1,369.63		
Balance as of	<u>March 31, 2023</u>				\$2,343.21	\$2,382.72

Total Assets for General Fund

\$1,851,976.32 \$2,392,292.04

Depreciation Fund

Balance Forward as of	<u>February 28, 2023</u>				\$436,163.02	
Receipts		+	\$	1,086.50		
Expenditures		-	\$	28,404.51		
Balance as of	<u>March 31, 2023</u>				\$408,845.01	\$694,015.62

Bond Fund

Balance Forward as of	<u>February 28, 2023</u>				\$177,451.01	
Receipts		+	\$	10,333.48		
Expenditures		-	\$	711.68		
Balance as of	<u>March 31, 2023</u>				\$187,072.81	\$209,276.26

Qualified Capital Purpose Fund

Balance Forward as of	<u>February 28, 2023</u>				\$573,868.93	
Receipts		+	\$	3,682.27		
Expenditures		-	\$			
Balance as of	<u>March 31, 2023</u>				\$577,551.20	\$575,170.56

Special Building Fund

Balance Forward as of	<u>February 28, 2023</u>				\$1,252,753.43	
Receipts		+	\$	57,795.96		
Expenditures		-	\$	261,589.95		
Balance as of	<u>March 31, 2023</u>				\$1,048,959.44	\$1,165,011.30

Investment Checking

Balance Forward as of	<u>February 28, 2023</u>				\$336,147.56	
Receipts		+	\$	853.91		
Expenditures		-	\$	-		
Balance as of	<u>March 31, 2023</u>				\$337,001.47	\$330,606.09

Elementary Addition/Bus Barn Project Financial Report

Expenses paid prior to September 1, 2022 closing on debt leasing:

Fakler Architect	\$ 1,875.00	Architectural Design
Rega Engineering	\$ 2,100.00	Boundary and Warranty Deed
Fakler Architect	\$ 2,000.00	Topography on Elementary Addition
Fakler Architect	\$ 2,233.32	Topography on Bus Barn
Fakler Architect	\$ 20,056.00	Elementary Addition
Fakler Architect	\$ 5,300.00	Bus Barn
Fakler Architect	\$ 66,445.61	Elementary Addition
Fakler Architect	\$ 31,073.25	Bus Barn
Fakler Architect	\$ 193.94	Review of Morton Specifications
	<u>\$ 131,277.12</u>	

Expenses paid after September 1, 2022 closing:

Advance from Debt Leasing:	\$ 500,000.00	Advance #1
DWB, Inc.	\$ (85,346.10)	Elementary/Bus Barn Project Construction
Fakler Architect	\$ (1,787.10)	Construction Phase Service/Advertising
DWB, Inc.	\$ (180,436.35)	Elementary/Bus Barn Project Construction
	<u>\$ 232,430.45</u>	Remaining from Advance #1
DWB, Inc. - Paid in November	\$ 500,000.00	Requested Advance #2 12/2022
	\$ (368,411.90)	
	<u>\$ 364,018.55</u>	
DWB, Inc. - Paid in December	\$ (422,039.72)	Requested Advance #3 01/2023
	<u>\$ 500,000.00</u>	
DWB, Inc. - Paid in January	\$ 441,978.83	
Fakler Architects	\$ (198,865.85)	
	<u>\$ (10,367.50)</u>	
	<u>\$ 232,745.48</u>	Remaining from Advance #3
DWB, Inc. Paid in February	\$ (236,607.00)	(this will cover the February payment to DWB)
Fakler Architects	\$ (367.50)	
	<u>\$ (4,229.02)</u>	(Celine is requesting another advance to cover the March bills)

DWB, Inc. Paid in March
Fakler Architects
Five Points Bank

\$ (199,762.66)
\$ (551.25)
\$ (61,276.04)
\$ (265,818.97)
\$ 500,000.00
\$ 234,181.03

Elementary/Bus Barn Project
Elementary/Bus Barn Project Services
Interest Payment on leasing funds

Advance #4
Will cover April bills

Madison Public Schools					
ACTIVITY FUND	Fund 05				
March 2023					
Chart of Account Description	Beginning Balance	Expenses	Revenues	Balance Change	Balance
AD	\$ 6,485.74	\$ 2,811.66	\$ -	\$ -	\$ 3,674.08
Art Club	\$ 1,471.13	\$ -	\$ -	\$ -	\$ 1,471.13
Band	\$ 2,354.03	\$ -	\$ -	\$ -	\$ 2,354.03
Boys BB	\$ 3,774.70	\$ -	\$ 201.00	\$ -	\$ 3,975.70
Boys BB FR	\$ 2,087.27	\$ 200.00	\$ 580.00	\$ -	\$ 2,467.27
Cheerleaders	\$ 1,280.61	\$ 447.00	\$ 80.00	\$ -	\$ 913.61
Class of 2023	\$ 914.40	\$ -	\$ 1,055.00	\$ -	\$ 1,969.40
Class of 2024	\$ 4,365.17	\$ 3,204.75	\$ 420.00	\$ -	\$ 1,580.42
Class of 2025	\$ 352.10	\$ -	\$ 10.00	\$ -	\$ 362.10
Class of 2026	\$ 296.65	\$ -	\$ -	\$ -	\$ 296.65
Concessions	\$ 10,517.63	\$ 306.02	\$ 1,738.30	\$ -	\$ 11,949.91
Courtesy	\$ 1,637.53	\$ 152.50	\$ -	\$ -	\$ 1,485.03
Cross Country	\$ 416.19	\$ -	\$ -	\$ -	\$ 416.19
Cross Country FR	\$ 1,824.31	\$ -	\$ 360.00	\$ -	\$ 2,184.31
Danceline	\$ 1,560.54	\$ 447.00	\$ -	\$ -	\$ 1,113.54
District Funds	\$ 11,656.85	\$ 2,855.32	\$ 517.55	\$ -	\$ 9,319.08
Elem Activity Acct	\$ 8,539.08	\$ 211.37	\$ -	\$ -	\$ 8,327.71
Elem PTO	\$ 2,835.67	\$ 59.84	\$ -	\$ -	\$ 2,775.83
Elem Student Council	\$ 372.00	\$ -	\$ -	\$ -	\$ 372.00
ELL Class	\$ 138.91	\$ 138.91	\$ -	\$ -	\$ -
Emergency Assistance	\$ 1,533.24	\$ -	\$ -	\$ -	\$ 1,533.24
Ethnic Diversity Club	\$ 1,983.28	\$ -	\$ -	\$ -	\$ 1,983.28
FCCLA	\$ 2,703.40	\$ 47.92	\$ 1,375.00	\$ -	\$ 4,030.48
FFA	\$ 16,575.13	\$ 1,156.38	\$ 100.00	\$ -	\$ 15,518.75
Football	\$ 399.24	\$ 399.24	\$ -	\$ -	\$ 0.00
Football FR	\$ 3,855.74	\$ 485.39	\$ 153.00	\$ -	\$ 3,523.35
Football Youth	\$ 1,011.42	\$ -	\$ -	\$ -	\$ 1,011.42
Girls BB	\$ 3,004.61	\$ -	\$ -	\$ -	\$ 3,004.61
Girls BB FR	\$ 1,741.97	\$ 218.00	\$ 500.00	\$ -	\$ 2,023.97
Golf	\$ 1,524.12	\$ 173.00	\$ 173.00	\$ -	\$ 1,524.12
Golf FR	\$ 482.20	\$ -	\$ -	\$ -	\$ 482.20
Homecoming	\$ 77.90	\$ -	\$ -	\$ -	\$ 77.90
Honor Society	\$ 778.82	\$ 516.96	\$ 124.75	\$ -	\$ 386.61
HS Girls Wrestling Fundraiser	\$ 1,666.98	\$ -	\$ 394.00	\$ -	\$ 2,060.98
HS Girls Wrestling	\$ 4,932.52	\$ 44.38	\$ -	\$ -	\$ 4,888.14
HS Student Council	\$ 1,893.36	\$ 192.48	\$ -	\$ -	\$ 1,700.88
M Club	\$ 4,114.97	\$ 732.00	\$ -	\$ -	\$ 3,382.97
Marketing Comm.	\$ 5,956.69	\$ -	\$ -	\$ -	\$ 5,956.69
MS Activity Acct	\$ 6,587.42	\$ -	\$ -	\$ -	\$ 6,587.42
MS Houses	\$ 1,208.25	\$ -	\$ -	\$ -	\$ 1,208.25
Music Boosters	\$ 9,601.07	\$ -	\$ -	\$ -	\$ 9,601.07
Musical	\$ 3,118.49	\$ -	\$ -	\$ -	\$ 3,118.49
One Act Plays	\$ 1,677.49	\$ -	\$ -	\$ -	\$ 1,677.49
Quiz Bowl	\$ 1,432.91	\$ 36.00	\$ -	\$ -	\$ 1,396.91
Resale	\$ 741.53	\$ -	\$ -	\$ -	\$ 741.53
Scholarships	\$ 16,601.34	\$ 1,250.00	\$ 1,000.00	\$ -	\$ 16,351.34
Secondary Act Acct	\$ 5,696.82	\$ 1,912.45	\$ 1,085.00	\$ -	\$ 4,869.37
Soccer	\$ 3,909.33	\$ 658.27	\$ 164.00	\$ -	\$ 3,415.06
Soccer FR	\$ 4,551.93	\$ 712.05	\$ 1,212.05	\$ -	\$ 5,051.93
Softball	\$ -	\$ -	\$ -	\$ -	\$ -

Softball FR	\$ -	\$ -	\$ -	\$ -	\$ -
Speech	\$ 542.13	\$ 277.00	\$ -	\$ -	\$ 265.13
Teachers	\$ 1,791.07	\$ -	\$ 11.26	\$ -	\$ 1,802.33
Track	\$ 3,208.52	\$ 1,285.00	\$ -	\$ -	\$ 1,923.52
Track FR	\$ 6,203.28	\$ 3,335.00	\$ 500.00	\$ -	\$ 3,368.28
Uniform Replacement	\$ 4,638.02	\$ 560.00	\$ -	\$ -	\$ 4,078.02
Volleyball	\$ 2,752.33	\$ -	\$ -	\$ -	\$ 2,752.33
Volleyball FR	\$ 891.13	\$ 50.00	\$ 808.35	\$ -	\$ 1,649.48
Water Quality Project	\$ 4,038.94	\$ -	\$ -	\$ -	\$ 4,038.94
Weightroom	\$ 1,475.15	\$ -	\$ -	\$ -	\$ 1,475.15
Wrestling	\$ 2,554.57	\$ -	\$ -	\$ -	\$ 2,554.57
Wrestling FR	\$ 1,822.91	\$ -	\$ 337.00	\$ -	\$ 2,159.91
Yearbook	\$ 866.23	\$ -	\$ 40.00	\$ -	\$ 906.23
Fund Total: 05	\$ 203,026.96	\$ 24,875.89	\$ 12,939.26	\$ -	\$ 191,090.33

Madison Public Schools					
LUNCH FUND	Fund 06				
March 2023					
<u>Chart of Account Description</u>	<u>Beginning Balance</u>	<u>Expenses</u>	<u>Revenues</u>	<u>Balance Change</u>	<u>Balance</u>
FUND BALANCE	\$ 262,373.32	\$34,117.29	\$46,412.42	\$ -	\$ 274,668.45
	\$ 262,373.32	\$34,117.29	\$46,412.42	\$ -	\$ 274,668.45

Madison Public Schools					
STUDENT ACTIVITY FEE	Fund 12				
March 2023					
<u>Chart of Account Description</u>	<u>Beginning Balance</u>	<u>Expenses</u>	<u>Revenues</u>	<u>Balance Change</u>	<u>Balance</u>
FUND BALANCE	\$ 6,519.47	\$ -	\$ 403.61	\$ -	\$ 6,923.08
	\$ 6,519.47	\$ -	\$ 403.61	\$ -	\$ 6,923.08

<u>Vendor Name</u>	<u>Invoice</u>	<u>Description</u>	<u>Amount</u>
Checking	06		
Checking	06	Fund: 06 SCHOOL NUTRITION FUND	
ARBUTHNOT, SUSAN	ReIssueEryn'sLunchBa	Reissue Eryn's Lunch Balance	100.00
		Vendor Total:	100.00
BRANDL ELECTRIC	12858	Install GFI outlet Elem Kitchen	171.20
		Vendor Total:	171.20
JAYMAR BUSINESS FORMS INC	0062505-IN	Lunch Checks shipping	24.86
		Vendor Total:	24.86
JOHNSON'S, INC	15941	Installation of Water Softener at Elem	1,192.52
		Vendor Total:	1,192.52
LUNCHTIME SOLUTIONS, INC.	34991	February 23 Breakfast & Lunch	31,509.90
LUNCHTIME SOLUTIONS, INC.	35072	February 23 FFVP	1,137.13
		Vendor Total:	32,647.03
US BANK CARDMEMBER SERVICES	8150	Sink sprayer	81.68
		Vendor Total:	81.68
		Fund Total:	34,217.29
		Checking Account Total:	34,217.29

<u>Vendor Name</u>	<u>Invoice</u>	<u>Description</u>	<u>Amount</u>
Checking	5		
Checking	5	Fund: 05 ACTIVITY FUND	
ANTANACIO, JESUS	2023 MPS Prom	DJ for Prom class 2024	300.00
ANTANACIO, JESUS	2023 Prom DJ	DJ for Prom class 2024	300.00
ANTANACIO, JESUS	V*2023 MPS Prom	DJ for Prom class 2024	(300.00)
		Vendor Total:	300.00
BANNERS ON THE CHEAP	3E77EB05-0001	MES PTO Banner MES PTO Funds	59.84
		Vendor Total:	59.84
BATTLE CREEK PUBLIC SCHOOLS	2023	2023 Girls District GirlsDistrictWR Wrestling NSAA split	3.70
BATTLE CREEK PUBLIC SCHOOLS	4.4.23 HS Track Meet	4.4.23 HS Track Meet Entry Fee	180.00
		Vendor Total:	183.70
BEACH, HANNAH	3.23.	3.23.23 V Soccer vs 23VSoccervsNEL NebraskaLutheran Ref	60.00
BEACH, HANNAH	V*3.23.	3.23.23 V Soccer vs 23VSoccervsNE NebraskaLutheran Ref	(60.00)
		Vendor Total:	0.00
BSN SPORTS, LLC	920762221	Football trade-in helmets	882.35
BSN SPORTS, LLC	920762224	Soccer socks & score book	158.13
BSN SPORTS, LLC	921002471	Soccer socks	100.14
		Vendor Total:	1,140.62
CANVAS AND CANOPY	10674	Soccer Goal Corner Connectors	86.11
		Vendor Total:	86.11
CARDOSO, LORENZO	3.24.	3.24.23 JV Soccer vs 23JVSoccervsSch Schuyler Ref	80.00
		Vendor Total:	80.00
CASH	2023StateFFAper diem	2023 State FFA per Diem	1,570.00
		Vendor Total:	1,570.00
CENTRAL CITY HIGH SCHOOL	2023SpringVBCoachesC	Drills in the Dome - 23Spring VB Coaches	50.00
		Vendor Total:	50.00
CHOICE FOODS	001075300824	Girls Wrestling Hospitality	20.34
CHOICE FOODS	001090850801	concessions	81.22
CHOICE FOODS	002003831115	Girls Wrestling Hospitality	20.34
CHOICE FOODS	002005491148	concessions	75.86
		Vendor Total:	197.76
COLUMBUS 3 on 3 Basketball	4th&5thGradeBoys3x3	3 v 3 Entry Fee for 4th&5th grade boys	200.00
		Vendor Total:	200.00
CONCORDIA UNIVERSITY	3.17.	3.17.23 Concordia Track 23ConcordiaInvi Invite	60.00
		Vendor Total:	60.00

<u>Vendor Name</u>	<u>Invoice</u>	<u>Description</u>	<u>Amount</u>	
CUSTOM SPORTS	34538	Girls District Wrestling Shirts	1,259.00	
CUSTOM SPORTS	34822	Sweatshirts - MSP Gear	796.00	
CUSTOM SPORTS	34850	12 Golf Towels	216.00	
CUSTOM SPORTS	34856	Extra Soccer Uniforms	560.00	
CUSTOM SPORTS	34905	Track shirts and hoodies	1,653.00	
		Vendor Total:		4,484.00
DROZD, LUKE	Memorial for Kelly L	Reissue Memorial for Kelly J Lambley	25.00	
		Vendor Total:		25.00
EHLERS, DENISE	2023Reimburseme nt	2023 Reimbursement	255.90	
		Vendor Total:		255.90
ESCOBAR DERAS, YECENIA	ReissuePoppysRe imbur	Reissue Reimbursement for Poppy's Feild	7.00	
		Vendor Total:		7.00
FIRST CHOICE FOOD SERVICE INC	4608	Catered Meal for Prom 2023	1,085.00	
		Vendor Total:		1,085.00
GOFAN.COM	2023 Girls State BB	Girls State basketball tickets	218.00	
		Vendor Total:		218.00
GOLF TEAM PRODUCTS	2769	Golf Balls	173.00	
		Vendor Total:		173.00
HALIK, ED	2023001	4 Pole vaults poles	2,482.00	
		Vendor Total:		2,482.00
HARTINGTON CEDAR CATHOLIC	4.3.23 MS TrackMeet	4.3.23 MS Track Meet Entry Fee	120.00	
		Vendor Total:		120.00
HEADLY, MATTHEW	3.23.23V	3.23.23 V Soccer vs Nebraska Lutheran Re	80.00	
HEADLY, MATTHEW	V*3.23.23V	3.23.23 V Soccer vs Nebraska Lutheran Re	(80.00)	
		Vendor Total:		0.00
JACKSON, KYLE	10.10.22MSFBRefReiss	10.10.22MS FB vs Winnebago Ref Reissue	50.00	
		Vendor Total:		50.00
JULES SELFIE PHOTO BOOTH	Photo Booth 2023Prom	Photo Booth for Prom	350.00	
		Vendor Total:		350.00
KREYSING, LUCIA	3.23.23V	3.23.23 V Soccer vs NebraskaLutheran Ref	60.00	
KREYSING, LUCIA	V*3.23.23V	3.23.23 V Soccer vs NebraskaLutheran Ref	(60.00)	
		Vendor Total:		0.00
MACKKEY, LANDONN	NSAAWrestlingTi ckets	2023 State Wrestling tickets	118.70	

<u>Vendor Name</u>	<u>Invoice</u>	<u>Description</u>	<u>Amount</u>	
				Vendor Total: 118.70
MAHASKA	9907490	NHS Juice Machine	131.96	Vendor Total: 131.96
MICHAEL'S PHOTOGRAPHY	2023SpringBanners	Spring Sports Banner	40.00	Vendor Total: 40.00
MILLER, CHRIS	2303	Soccer team shirts	712.05	Vendor Total: 712.05
MPS ACTIVITY FUND	2023StateWRPerD	Per Diem money for State Wrestling	820.00	
MPS ACTIVITY FUND	Fall22&Winter23Parents	Fall 22 and Winter 23 Parents Nights	732.00	Vendor Total: 1,552.00
NATIONAL ASSOCIATION OF SECONDARY SCHOOL PRINCIPALS	23-24NatStuCoMembers	Renewal of Nat. Stud Co Affiliation	95.00	
NATIONAL ASSOCIATION OF SECONDARY SCHOOL PRINCIPALS	23-24NHSMembership	NHS Membership	385.00	Vendor Total: 480.00
NEBRASKA NATIONAL HISTORY DAY	2023NEStateHistoryDay	Entry Fees for State History Day	72.00	Vendor Total: 72.00
OAKLAND-CRAIG HIGH SCHOOL	2023DistrictSpeech	District Speech	277.00	Vendor Total: 277.00
PIZZA HUT OF MADISON	2.22.23FFALunch	Pizza for FFA Teacher Lunch	177.78	
PIZZA HUT OF MADISON	3.24.23ELHonorRollLunch	10 Pizzas for 6-12 Honor Roll Lunch	138.91	Vendor Total: 316.69
REICK, COREY	3.23.23SoccerVNebLut	3.23.23 Soccer vs Nebraska Lutheran	80.00	Vendor Total: 80.00
ROBLEDO, ISREAL	3.24.23JVSoccerVsSch	3.24.23 JV Soccer vs Schuyler Ref	60.00	Vendor Total: 60.00
RSCHOOLTODAY/DISTRIBUTED WEBSITE CORPORATION	86507	Activity schedule renewal fee	347.50	Vendor Total: 347.50
SCHOLASTIC BOOK FAIR	5231179	Spring 2023 Book Fair	1,689.55	Vendor Total: 1,689.55
SCRIBNER-SNYDER COMMUNITY SCHOOLS	2023MealsEHCQuizBowl	Student Meals for EHC Quiz Bowl	36.00	Vendor Total: 36.00
SEREINIG, TOBIAS	3.23.23SoccerVNebLut	3.23.23 V Soccer vs Nebraska Lutheran Re	60.00	

<u>Vendor Name</u>	<u>Invoice</u>	<u>Description</u>	<u>Amount</u>	
				Vendor Total: 60.00
SLEEP INN - GRAND ISLAND	66570680	Dance and Cheer Rooms	149.00	
SLEEP INN - GRAND ISLAND	66570770	Dance and Cheer Rooms	149.00	
SLEEP INN - GRAND ISLAND	66575243	Dance and Cheer Rooms	149.00	
SLEEP INN - GRAND ISLAND	66575263	Dance and Cheer Rooms	149.00	
SLEEP INN - GRAND ISLAND	66575284	Dance and Cheer Rooms	149.00	
SLEEP INN - GRAND ISLAND	99575261	Dance and Cheer Rooms	149.00	
				Vendor Total: 894.00
SOAVE, BEN	3.24.	3.24.23 JV Soccer vs 23JVSoccervsSch Schuyler Ref	60.00	
				Vendor Total: 60.00
STANTON COMMUNITY SCHOOLS	4.6.23 MS Track Entr	4.6.23 MS Track Meet Entry Fee	125.00	
				Vendor Total: 125.00
SUBCO MADISON, LLC	279523	Subway for FFA Teacher Lunch	206.05	
				Vendor Total: 206.05
SUPREME SCHOOL SUPPLY	36830	School Permit to leave	29.87	
				Vendor Total: 29.87
THIEL, NIKLAS	3.23.	3.23.23 V Soccer vs 23SoccerVNebLut Nebraska Lutheran Re	60.00	
				Vendor Total: 60.00
TO A T DECORATING	2023PROMDECOR	Prom decorations rented from To a T Deco	1,400.00	
				Vendor Total: 1,400.00
UNIVERSITY OF NE - LINCOLN	Spring23DanielP aniag	Parlay Scholarship- Daniel Paniagua Alav	1,250.00	
				Vendor Total: 1,250.00
UNIVERSITY OF NEBRASKA STATE MUSEUM	2023 4thGradeFieldTr	Morrill Hall Field Trip	204.37	
				Vendor Total: 204.37
US BANK CARDMEMBER SERVICES	1370	Ball pump replacement	106.28	
US BANK CARDMEMBER SERVICES	1550	AD Cramer Heel & lace pads, Coolant spra	31.30	
US BANK CARDMEMBER SERVICES	3229	FFA Supplies	34.68	
US BANK CARDMEMBER SERVICES	3606	FFA Supplies	33.88	
US BANK CARDMEMBER SERVICES	3965	Masquerade Masks for 2023 Prom	69.75	
US BANK CARDMEMBER SERVICES	5167	FFA Supplies	13.99	
US BANK CARDMEMBER SERVICES	7056	AD Cramer Heel & lace pads, Coolant spra	13.91	
US BANK CARDMEMBER SERVICES	7237	Baby Card & Gift Cards	60.00	
				Vendor Total: 363.79
WALMART COMMUNITY	223032673584445	AD, Concessions, FB Fundraiser	180.08	
WALMART COMMUNITY	933041793876093	StudCo Valentine's Sales Supplies	97.48	

<u>Vendor Name</u>	<u>Invoice</u>	<u>Description</u>	<u>Amount</u>	
			Vendor Total:	277.56
WALMART	133052684912545	FCCLA candy	47.92	
			Vendor Total:	47.92
WETZEL & TRUEX JEWELERS	33015	BABY BANK GIFT FOR FUHS	33.75	
WETZEL & TRUEX JEWELERS	33015000	Trent Osnes Baby Bank Gift	33.75	
			Vendor Total:	67.50
WorkPlacePro	SO1381823	Autism Shirts	788.45	
			Vendor Total:	788.45
			Fund Total:	24,925.89
			Checking Account Total:	24,925.89

Madison Public Schools

Justin Frederick
Interim Superintendent
Jim Crilly
HS Principal
Reid Ehrisman
MS Principal/EL
Karla Kush
Elementary Principal

700 So Kent St.
P.O. Box 450
Madison, NE 68748
District Phone (402) 454-3336 Fax (402) 454-2238
Elementary Phone (402) 454-2656 Fax (402) 454-3978

Travis Jordan
Director of CAI
Crystal Ernst
Instructional Coach
Landonn Mackey
Athletic Director
Celine Filsinger
Office Manager

The mission of Madison Public Schools is to prepare students to be competent, confident, productive, and responsible citizens.

Mrs. Kush – April 5, 2023
Elementary Principal

Grade Level	4/5/23	3/7/23	2/9/23	1/12/23	10/4/22	9/7/22	8/3/22
PreK-3	30	30	30	29	30	29	18
PreK-4	30	30	30	29	30	31	24
Kindergarten	37	36	36	36	37	37	39
1 st Grade	34	34	34	34	33	33	37
2 nd Grade	39	38	38	35	34	34	36
3 rd Grade	44	44	44	44	44	44	44
4 th Grade	33	32	32	32	32	32	34
5 th Grade	31	30	30	30	28	28	29
Total	278	274	274	269	268	268	261
					Last school year ended with 267		

Number of Students in Elementary School

Aug. 2022	Sept. 2022	Oct. 2022	Nov. 2022	Dec. 2022	Jan. 2023	Feb. 2023	March 2023
94.88%	96.05%	94.31%	92.33%	91.76%	96.22%	96.11%	95.09%

Attendance Percentage

1. The PreK Family Night on March 23rd was well attended. Crafts and activities made it so children and adults enjoyed themselves while having quality time together.
2. Kindergarten Round-up and Preschool Registration went great on March 31st. There were many familiar faces and several new ones. All but 8 of our current PreK 4-yr-olds are already registered for Kindergarten. And our PreK 3-yr-old morning session is nearly full.
3. The Little Dragon's Childcare is looking to be at full capacity for next school year or more. There are potentially 19 children needing a spot. With the number of staff in our childcare, we can have 16 children at one time.
4. Lane Hegemann, Lisa Jurries, and I attended day one of two of a Mental Health Grant Institute at ESU 8 on April 4th. The goal is to develop and maintain a

Comprehensive School-Based Mental Health Program to be supported by NDE with a three-year grant. The Comprehensive School-Based Mental Health Program will provide support to all school districts in Nebraska so school districts can better support the mental health needs of students and school staff.

5. We're in primetime field trip season at the elementary school. The 4th grade went to Lincoln to Morrill Hall and the state capital on March 21st. The 1st grade went to Columbus to a Vehicle Day event put on by the Columbus Chamber. The 5th grade will be going to Grand Island to Raising Nebraska on April 13th. And the 2nd grade will be going to Omaha to the zoo on April 14th. US92 radio station are donating animal crackers as a snack for the 2nd graders and will be at the elementary on April 13th. Tyson is also donating drawstring bags for the 2nd grade to carry their belongings while at the zoo. We appreciate the support we are receiving from the area businesses!
6. I applied for and have been accepted into Cohort 4 of the Nebraska's NAESP PreK-3rd Grade Leadership Academy. During this program, I will be joining peers from across the state to dive into the publication, *Leading Learning Communities: A Principal's Guide to Early Learning and the Early Grades*. It will provide me with a valuable opportunity to deepen my knowledge and support aligned practices for Preschool through Third grade within my building, district, program, and/or community.
7. I, along with Mr. Ehrisman, Mr. Crilly, and Mr. Frederick, will be going to the SEED Educator Effectiveness Mini Summit at WSC on April 18th. This day is to provide district administrators and teacher leader teams with the opportunity to examine their current educator data and the systems around that data to better understand the supports within their own district context.
8. The Elementary PTO is hosting a Family Movie Night on April 21st. It'll be free admission with concessions being a fundraising opportunity. We're really excited to have families attend this new event to build school culture and see one another outside of the typical school day.
9. The Elementary's Spring Music Concert is on April 27th at 6:00pm.
10. The Elementary's Field Day is Friday, April 28th from 12:00-3:00pm.





Madison Public Schools

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Interim Superintendent
Jim Crilly
HS Principal
Reid Ehrisman
MS Principal/EL
Karla Kush
Elementary Principal

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Director of CAI
Crystal Ernst
Instructional Coach
Landonn Mackey
Athletic Director
Celine Filsinger
Office Manager

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Mr. Ehrisman- April 4, 2023

Grade Level	Current as of 4/5/23	Start of the year 8/3/22
6th Grade	33	31
7th Grade	33	38
8th Grade	41	41
MS Total	107	110

Grade Level	Attendance as of 4/5/23	8/11- 8/31	9/1- 9/30	10/1- 10/31	11/1- 11/30	12/1- 12/21	1/4- 1/31	2/1- 2/28	3/1- 3/31
6th Grade	96.26%	97.80%	96.34%	96.41%	96.67%	94.03%	94.04%	97.44%	95.02%
7th Grade	94.75%	97.12%	96.38%	96.06%	91.63%	93.32%	94.31%	95.42%	93.05%
8th Grade	95.07%	97.33%	97.51%	94.49%	94.65%	92.18%	95.21%	94.97%	93.60%
MS Total	95.32%	97.40%	96.77%	95.61%	94.24%	93.12%	94.55%	95.85%	93.87%

# of students in AMP	
Week 22 (3/14)	4
Week 23 (3/21)	12
Week 24 (3/28)	6
Week 25 (4/4)	10

- ELPA21 testing is complete. It is a large undertaking, thanks to Mr. Jordan and our EL teachers in making sure this was completed.
- The spring NSCAS testing schedule for the MS has been released by Mr. Jordan.
- The Spring concert was held on April 14th. We currently have 48 students in MS band (20- 6th grade, 20- 7th grade, 8- 8th grade). Ms. Knight has done a great job of growing this program in a short time.
- 6th grade orientation is scheduled for May 3rd. This will be for current 5th graders and students coming over from St. Leonards. The 8th grade class will be taking a college visit to NECC that day.

- Migrant summer school is scheduled for June 5 – July 14 and summer school is scheduled for May 30 – June 30. Mrs. Rodriguez, Mrs. Lewis, and Mrs. Uribe will be leading our migrant summer school. Mrs. Gronenthal and Ms. Ortiz will be leading our summer school, with the help of additional teachers/staff.
- The Title IC-Migrant Monitoring feedback from the NDE was positive and confirmed we are meeting the requirements. There are a couple things we need to adjust as it relates to the recruitment of migrant students. Their final comment in the letter they sent stated, “We were impressed with the thoroughness of the documentation that was provided for the monitoring visit as well as the professionalism exhibited by the staff in attendance.”



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Curriculum, Assessment

April 2023

Curriculum:

- We are taking a look at the High School Math materials to make sure we have solid materials in place for new staff to continue meeting our Curricular needs.
- OpenSciED
 - Has released 3 High School Units and plan on 4 more this Summer and 3 in Fall
 - Plan to release 1 unit at each Elementary Grade level Next Summer

Assessment:

- ELPA21 Testing is Complete
 - 2 students Not Tested (moved in during February with No English)
- ACT Testing is Complete
 - Every Student was tested
- PreACT for Sophomores will be Wednesday, April 19.
- NSCAS testing for 3-8 is Scheduled
 - Letters going home to parents
- Acadience Spring Benchmark for K-6 will be May 1 and 3
- K-2 MAP Testing (Reading and Math) April 27 and May 4

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Mrs. Ernst's April Board Report

- **Professional Development**
 - Instruction Partners spent a full day with Math teachers to walkthrough unpacking a unit and planning a lesson. The Instruction Partners team will be meeting with Karla, Reid, Travis and I to work out a plan to continue the work we have done this year and offer support in the area of math.
 - Planning for summer professional development has started. There are a lot of great opportunities in the area to support the teachers in reading, math, and other instructional strategies.
 - We will use the remainder of our PD days (April 19th and May 3rd) to do some work with Molly Aschoff on teacher evaluation and our instructional framework.

- **School Improvement**
 - Principals met with school improvement team members to discuss and document the improvement process at the building level. Each building will need to document how they have grown under at least one of the district goals, so the group had time to determine what types of evidence we are already collecting and what we need to think about prior to our visit next year.
 - Staff went through the perceptual, demographic, and program data for the year, highlighted strengths and challenges, and then compared it to the academic data to determine if we are making progress towards our goals. Each building documented their big takeaways, along with some suggestions to improve our current state. Travis and I dug into their feedback to look at what we are doing and need to do at a district level. The administrative team also discussed the feedback and how it can fit in to our next steps.

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APRIL 2023 BOARD REPORT- JIM CRILLY HS PRINCIPAL

ENROLLMENT

9th Grade- 49 students

10th Grade-32 students

11th Grade-46 students

12th Grade-38 students

Total Enrollment-165 students

March Enrollment 2017 169 students (FYI)

ATTENDANCE

9th Grade- 96.29%

10th Grade-95.69%

11th Grade-94.64%

12th Grade-95.674%

Average Attendance-95.56%

2022 March Attendance-93.27%

- All Juniors took their State ACT on April 5th.
- Graduation May 7th @ 2:00, Mr. Hansen handing out diplomas and Mr. Knapp and Mr. Ruh handing out diplomas.
- MHS Senior Honor and MHS Awards 2:00 New Gym
- Scholars award night May 5th 6:00 PM Old Gym
- Nominations have been accepted and reviewed and someone was picked by the student council to receive the academy of honor award at graduation. That person's bio is attached.
- Final MHS/MMS handbook will be submitted and approved for 2023-2024 school year.
- Teammates 2-person golf scramble tournament fundraiser will be May 19th at 6:00 PM at Taylor Creek.
- Thanks to Mr. Fite and Ms. Jacobson for a really nice Prom evening!

State FFA was March 29,30,31 in Lincoln, Madison will had 20 HS student and 6 middle School students attend and compete

ATTACHED ARE THE COPIES OF 2023-2024 Handbook and Academy of Honors Bio.



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April 2023 Board Report Landonn Mackey, Athletic Director

MS Sports Participation by Season

	Fall (10/18)	Winter (3/2)	Spring
Boys	23 (48%)	26 (54%)	TBD
Girls	29 (49%)	16 (28%)	TBD
Total	52 (49%)	42 (40%)	

MS Sports Participation by Sport

	Start	Complete
Football	22	19
Volleyball	23	20
Cross Country	11	10
Girls Basketball	13	11
Boys Basketball	17	16
Girls Wrestling	5	5
Boys Wrestling	10	10
Track & Field	40	

HS Sports Participation by Season

	Fall (10/26)	Winter (3/2)	Spring
Boys	33 (44%)	39 (51%)	TBD
Girls	29 (34%)	28 (32%)	TBD
Total	62 (39%)	67 (41%)	

HS Sports Participation by Sport

	Start	Complete
Football	26	24
Volleyball	26	23
Cross Country	17	15
Girls Basketball	21	21
Boys Basketball	25	20
Girls Wrestling	12	7
Boys Wrestling	13	7
Track & Field	24	
Golf	7	
Soccer	40	

- Congratulations to Bodonn Sweeney, Ally Drahota, Maddie Stueckrath, Anahi Fuentes, Walker Gullicksen, Shantelle Mikkelson, & September Thein on being selected to NCPA Academic All-State for Winter sports & activities.
- Congratulations to Diego Gastelum 2nd Team EHC All-Conference and to Diego Avila & Jeremiah Sanchez Honorable Mention for basketball.
- Big Red Athletic Banquet will be held May 3rd at 6:00 PM at Knights of Columbus.
- Collaborating with coaches to create summer activity calendar.
- Uniform rotation this year is Girls Basketball and Soccer.

- Coaching assignments for Fall 2023

FOOTBALL

HC- Landonn Mackey
Chris Miller
Travis Jordan

MS FB

Trent Osnes
Tom Harrington

CROSS COUNTRY

HC – Dan Fuhs
Casey Wolta

MS CC

Kayleen Amend

VOLLEYBALL

HC- Nicole Unkel
Samantha Jacobsen

MS VB

Morganne Randles
Katrina Hughes

Varsity Scoreboard

Track

Concordia Indoor Meet (3/17)

Eddy Pedraza – 4th 3200m, 5th 1600m

Lizette Rodriguez – 5th 3200m

Annai Rodriguez – 1st Pole Vault

Griffin Jordan – 3rd Pole Vault

Josie Stoffel – 6th Pole Vault

Karla Antanacio – 7th Pole Vault

Mansfield Invite (3/28)

Annai Rodriguez – 1st Pole Vault

Salena Duinkerken – 4th Pole Vault

Griffin Jordan – 3rd Pole Vault

Josie Stoffel – 6th Pole Vault

Eddy Pedraza – 1st 1600m, 1st 3200m

Lizette Rodriguez – 5th 3200m

Battle Creek Invite (4/5)

Salena Duinkerken – 3rd Pole Vault

Annai Rodriguez – 4th Pole Vault

Josie Stoffel – 5th Pole Vault

Griffin Jordan – 6th Pole Vault

Lizette Rodriguez – 2nd 3200m

Eddy Pedraza – 4th 1600m, 6th 3200m

Soccer

Schuyler Tournament (3/18) – Cancelled due to weather

Seward (3/22) – Won 2-0

Columbus JV (3/31) – Cancelled by Columbus due to schedule conflict.

Conestoga (4/3) – Lost 4-0

Lincoln Lutheran/Raymond Central (4/6)

Golf

Leigh Triangular on April 11th

JoAnne Pool Bateman Household
1444 Sunburst Lane
Lincoln NE 68506-1264
Jo.bateman8@gmail.com 402-617-7696

Dear Madison High School Student Council

I am writing you to nominate by brother, Roger L. Pool, for selection as a member of the Madison Academy of Honor.

My family moved to Madison when Roger was three years old. He was educated in the Madison Public Schools and will proudly tell others of the quality education he received there.

While growing up, Roger was active in Boy Scout and youth activities at the Presbyterian Church. As a high school student he was active in band, basketball, football and track, on the student council and was an honor student. He was president of the student council in 1965 when the Academy of Honor was established to recognize MHS graduates, or community members, who have demonstrated excellence in their field. Roger certainly fits that description.

After graduating from Madison High School, Roger attended Hastings College, where he continued active involvement in student leadership organizations. He graduated from Hastings in 1969 with a Bachelor of Science degree in Science and Mathematics Education. He signed a contract to teach in Jefferson County Colorado, but was drafted into the U.S. Army before the summer ended. After completing his training he served in Viet Nam. Upon release from the army, Roger enrolled in graduate school at the University of Northern Co. and then began his teaching career at Ken Caryl Junior High in Littleton, Co. in 1972. He later taught advanced physics at Wheatridge High School.

Roger earned a Master of Science degree from Northern Colorado, and became a leader in science education, not only for the Jefferson County Public Schools, but also across the country. For several summers in the 1980's, he and his family went to California where he worked on the University of California Berkely campus, writing science curriculum for the National Science Foundation. This curriculum was used around the country.

Roger's natural leadership abilities led him to pursue school administration. He earned his Administrative License from Denver University and was named principal of Warren Tech, the Jefferson County Public Schools vocational/technical high school. In that roll he worked closely with community leaders and employers to prepare the graduates for employment in fields for which they demonstrated interest and ability, and for which the community had need. While at Warren Tech, he recognized that there were students who needed yet another alternative educational path. He initiated what he considers himself most proud of, the establishment of Longview High School, a school for students who had not found

JoAnne Pool Bateman Household
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their place of success in other school programs. Roger served simultaneously as the principal of both Warren Tech and Longview, which are seen as model programs for other school districts.

In retirement, Roger has continued to contribute to the community, and beyond, through his involvement in Rotary International, and he has travelled extensively with his wife, Carolynn, always learning about the countries they have visited. Roger began raising llamas in the early 1980's, and uses them as pack animals when he hikes the Rocky Mountains. During the summer of 2011, he, with the support of two of his llamas, hiked The Colorado Trail alone. To prepare for this trip, which lasted approximately six weeks, he drew on his background as a scientist to plan so he could travel and live safely on the trail.

While attending his 50th class reunion, out of gratitude for the education he received at MHS and because of his belief that all students can achieve success, Roger and Carolynn decided to make a donation to the Madison Teammates program. He did this not for recognition, but to provide encouragement and support for students and their mentors.

I am humbled to submit this nomination. If you have questions, need more information, or specific details, please let me know. I wanted to submit it without Roger knowing, but can ask him if I need to. I know that over the years he has received honors, awards and recognition for his work, but I don't have those specifics here.

Sincerely,

JoAnne Pool Bateman
MHS Class of 1968

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Building addition and bus barn are coming along and are ahead of schedule. The addition will start to look different from the outside, as they will be putting up bricks and will be doing grading and cement work. Inside is painted and the ceiling grid will go in next week. After that, the fixtures can start going in and the cabinets can be put up. Cement will go in soon and the overhead doors are in.

Lunchtime Solutions is the only company that came to the pre-proposal meeting on March 22. The bid opening will be on May 4 and we will have the information on the May board meeting.

Naloxone came in the day after the March meeting. Selected staff will be trained on how to administer. It is a nasal spray, so very easy to use.

We have one certified resignation to act on. I also have action items on the two certified contracts for HS Science and elementary.

I attended the NRCSA conference on March 22-24. They had great speakers and the breakout sessions were informative and good to keep up to date with.

You will notice that there are 4 policy numbers that are missing in this month's set, but they are all left intentionally blank by KSB to fill at later date.

Summer school will be for K-8th grade and will run from 10:00-2:00 p.m. on Tuesday-Friday from May 30th-June 30th. Students will be fed lunch and it is all run through ARP ELO grant funding.

I will email you the superintendent evaluation via email on April 11. I will just send the Google doc, but if you would rather have hard copy, just let me know. We will discuss results at the May or the June meeting.

4022
Certification and Endorsements

All educators must be duly certified by the Nebraska Department of Education in accordance with the Department's rules and the laws of Nebraska. They must file copies of their teaching certificates, including endorsements, with the superintendent of schools, and must promptly file any changes in certification or endorsements. Certified employees are required to maintain all their endorsements, and may not permit any endorsement to lapse or remove it from their certificates. The board or superintendent may require a certified employee to obtain a new endorsement when it is deemed necessary for the benefit of the school district and/or to comply with federal or state requirements.

Adopted on: 1/11/16
Revised on: _____
Reviewed on: _____

4023
Professional Ethics

The Regulations and Standards for Professional Practices Criteria, commonly known as Rule 27 of the Nebraska Department of Education, are the minimum standards for all certificated staff members of the school district. All certificated employees are responsible for reading, understanding, and complying with these standards.

Adopted on: 1/11/16

Revised on: _____

Reviewed on: _____

4024

Teachers' Rights, Responsibilities and Duties

All certificated employees shall assume the duties and responsibilities assigned by the superintendent or designee. Teachers' professional responsibilities involve considerably more than merely classroom instruction. They include, but are not limited to, study and research to keep abreast of new knowledge and instructional techniques; assessment of students' work; record-keeping; lesson planning and preparation; conferences with students, parents and administrators; in-service meetings; and supervision of pupils outside the classroom.

Teachers must be in their classrooms or assigned areas as instructed by the building principal. All duty time is necessary for educational planning, preparation, and conferences with students, parents and faculty members.

All teachers must maintain a standard of dress, personal appearance, general decorum, moral standards and behavior that reflects their professional status in the community.

Adopted on: 1/11/16

Revised on: _____

Reviewed on: _____

4025
Superintendent

The superintendent is hired by and shall report directly to the board of education. The superintendent will be the chief administrative officer of the board of education and shall keep the board informed on important issues. The board delegates to the superintendent the general power and authority to make necessary decisions to ensure the efficient and effective operations of the school.

The superintendent is charged with timely preparing, presenting, and filing an annual school budget, subject to the approval of the board at the annual budget hearing.

All school employees shall be under the direct and/or delegated supervision of the superintendent. The board delegates to the superintendent the authority to hire and terminate the employment of all classified staff. He or she shall review all certified and non-certified employees applying for vacancies and shall make recommendations regarding these employees.

All of the grounds and buildings are supervised by the superintendent, including necessary repairs and improvements unless the board is required to approve such repairs or improvements.

The superintendents other duties shall be included in his or her job description, contract, or as otherwise assigned by the board.

Adopted on: _____

Revised on: _____

Reviewed on: _____

4027
Part-Time Certified Employees

Percentage of Time. The percentage of time that a teacher works will be determined by calculating the amount of time that the teacher is required to be at school to teach or supervise classes, plus any assigned preparation time, as a percentage of the entire school day. Extracurricular assignments shall not be considered in determining a teacher's percentage of time. Part-time and temporary teachers may or may not be assigned preparation time, at the sole discretion of the board of education, upon the recommendation of the superintendent of schools.

Acquiring Permanent Status. A part-time teacher may become a permanent certificated employee pursuant to the provisions of state statutes.

Salary. The salary, benefits and leave entitlement of a part-time teacher shall be determined by multiplying the percentage of time the individual works by his or her placement on the full-time salary schedule contained in each academic year's negotiated agreement.

Horizontal Movement on the Salary Schedule. A part-time teacher may qualify for movement horizontally on the salary schedule by earning graduate hours of college credit as set forth in the guidelines of the school district's salary schedule, and according to the applicable district policies.

Attendance at In-service Meetings, Faculty Meetings, and School Activities. A part-time teacher is responsible for attending in-service meetings, faculty meetings, and school activities that take place outside the teacher's assigned duty hours without additional compensation. A part-time teacher is responsible for performing such tasks as selling or taking tickets, and will be compensated for such tasks pursuant to the policy, practice or negotiated agreement of the school district.

Continuation of Employment. The school district administration and board will deal with the continuation of a part-time teacher's employment pursuant to state statute and the procedures prescribed for full-time employees in these policies.

Adopted on: 1/11/16
Revised on: _____
Reviewed on: _____

4028
Substitute Teachers

A substitute teacher is an educator who possesses the required certification from the Nebraska Department of Education and is employed to fill a teaching position on a temporary basis. The board shall establish the pay and benefits for substitute teachers.

Adopted on: 1/11/16

Revised on: _____

Reviewed on: _____

4029

Salary Schedule for Certificated Employees

The board of education recognizes the "salary schedule" and related provisions for compensation currently in effect resulting from negotiations between the board and the education association. This policy is intended to supplement the terms and conditions contained in the collective bargaining agreement. If there is any conflict between the terms of this policy and the collective bargaining agreement, the terms of this policy shall control.

Horizontal Advancement. Teachers who wish to advance horizontally on the salary schedule must notify the superintendent in writing prior to June 1 of the preceding school year. The teacher must furnish the superintendent with college transcripts by September 10 for the teacher to qualify to move horizontally on the salary schedule. If an institution will not issue an official transcript by September 10, the teacher must provide the superintendent with written confirmation by September 10 from a college official attesting that the teacher has satisfactorily completed the courses.

Movement Past the BA Column. Teachers who wish to advance beyond the BA column must be accepted in a Masters Program that relates to their teaching field, as determined by the superintendent. Teachers must inform the superintendent of their enrollment prior to the beginning of their class to discuss its work-related objectives.

Movement Past the MA Column. Teachers who wish to advance beyond the MA column must be enrolled in course work that relates to their teaching field, as determined by the superintendent. Teachers must inform the superintendent of their enrollment prior to the beginning of their class to discuss its work-related objectives.

Superintendent's Review. The superintendent shall review all requests for advancement on the salary schedule resulting from a teacher's acquiring additional teaching experience or for completion of college courses, and shall report all changes to the board of education annually.

Vertical Advancement. A teacher may advance only one step vertically on the schedule in any year.

Adopted on: 1/11/16

Revised on: _____

Reviewed on: _____

4030

Evaluation of Certificated Employees

All certificated employees to be evaluated shall be notified annually in writing of the evaluation process. A certificated administrator, with the exception of the local board of education when it is evaluating the superintendent, will observe and evaluate each probationary certificated employee for a full instructional period once each semester and each permanent certificated employee for a full instructional period once each school year. If the probationary certificated employee is a superintendent, he or she shall be evaluated twice during the first year of employment and at least once annually thereafter. The evaluation will include, but not be limited to evaluating the employee's instructional performance, classroom organization and management, personal conduct, and professional conduct. Evaluation of instructional performance and classroom organization and management is applicable to teachers only. The administrator will provide the employee with a written list of deficiencies, suggestions and a timeline for correcting the deficiencies and improving performance, and sufficient time to improve. The evaluation form will include notice that the employee may respond to the evaluation in writing.

The school district will train administrators in evaluation annually through meetings with the superintendent or other administrator, attendance at regional, state or national workshops, or any other method approved by the superintendent.

For the purposes of this policy, the terms "actual classroom observation" and "entire instructional period" are defined as follows:

Entire Instructional Period. For certificated employees whose classes are held during defined periods of time (e.g., senior high classes), an entire instructional period consists of one such time period. For those whose time periods are not so defined (e.g., elementary classroom teachers), an entire instructional period consists of 40 minutes. The instructional period for those whose work does not necessarily involve continuous instruction for 40-minute periods (e.g., librarians or speech therapists) consists of no less than 40 minutes total during the semester. The entire instructional period for administrators cannot be defined in terms of an instructional period and shall be satisfied by the actual

observation of an administrator's work during the semester for no less than 40 minutes.

Actual Classroom Observation. Actual classroom observation consists of observing the certificated employee in any activities in a classroom setting. When a certificated employee does not have classroom responsibility (e.g., administrators or librarians), the requirement of "actual classroom observation" will be satisfied by observing the certificated employee performing activities that are typical of his or her position.

This policy and the evaluation instrument shall be included in the teacher handbook which will be distributed to staff members upon their employment and annually thereafter.

Adopted on: 1/11/16

Revised on: _____

Reviewed on: _____

4031

Evaluation of Probationary Certified Employees

A certificated administrator will observe and evaluate each probationary certified employee for a full instructional period once each semester. The administrator will provide each employee with a written list of deficiencies, concrete suggestions for improvement, and sufficient time to improve.

For the purposes of this policy, the terms "actual classroom observation" and "entire instructional period" are defined as follows:

Entire Instructional Period. For certified employees whose classes are held during defined periods of time (e.g., senior high classes), an entire instructional period consists of one such time period. For those whose time periods are not so defined (e.g., elementary classroom teachers), an entire instructional period consists of 40 minutes. The instructional period for those whose work does not necessarily involve continuous instruction for 40-minute periods (e.g., librarians or speech therapists) consists of no less than 40 minutes total during the semester. The entire instructional period for administrators cannot be defined in terms of an instructional period and shall be satisfied by the actual observation of an administrator's work during the semester for no less than 40 minutes.

Actual Classroom Observation. Actual classroom observation consists of observing the certified employee in any activities in a classroom setting. When a certified employee does not have classroom responsibility (e.g., administrators or librarians), the requirement of "actual classroom observation" will be satisfied by observing the certified employee performing activities that are typical of his or her position.

Adopted on: 1/11/16

Revised on: _____

Reviewed on: _____

4032
Professional Growth

Every six years, permanent certificated employees shall give evidence of professional growth. Six semester hours of college credit shall be accepted as evidence of professional growth.

The board of education believes the goal of professional self-improvement to be inherent in the responsibilities of each certificated district employee.

Other professional growth activities which may count toward the six-year requirement include non-credit courses, lecture series, workshops, conferences, study groups, local in-service courses, committee service, supervising a student teacher, serving with professional groups, travel of significant educational value, and membership in professional organizations. The employee must receive prior approval from the building principal for any of these activities to count toward professional growth.

No professional growth units will be awarded if the applicant has been paid for a non-college activity either by released time or by an additional amount paid by the school district.

One unit of professional growth credit will generally be equivalent to ten hours of personal time spent on an educational activity.

Adopted on: 1/11/16

Revised on: _____

Reviewed on: _____

4034
Staff Handbook

The superintendent or designee shall annually formulate, review and revise a staff handbook that will contain information about the district's employment policies and practices. The staff handbook is an extension of these policies and has the force and effect of board policy when approved by the board of education.

Adopted on: 1/11/16

Revised on: _____

Reviewed on: _____

4036
Crisis Response Policy

- I. **The following objectives apply to dealing with a crisis situation:**
- A. Ensuring the safety and emotional security of students.
 - B. Formulating a plan of action immediately that provides uniformity in the treatment of each crisis.
 - C. Identifying those students and staff who will likely be most strongly affected by grief.
 - D. Preserving, to the extent possible, the daily school routine and pre-scheduled activities so as not to draw others into deeper levels of grief than they would normally experience.
 - E. Monitoring students' progress through the stages of the grief process.
 - F. Making the school's resources available to parents and guardians who become concerned about their child's reaction to a crisis.
- II. **Policy**
- A. **School Hours**
 - 1. During a crisis situation, the administration will maintain established school hours and proceed with all co-curricular activities as scheduled whenever possible.
 - 2. If, during a crisis situation, the parent(s) or guardian of a student decide that the student needs to be absent, this absence will be excused.
 - B. **Access to School Facilities**
 - 1. The school's facilities may not be used for funeral or memorial services during the school day.

2. This policy does not discourage the presentation of traditional American Legion memorial services which promote patriotism.

C. Memorials

1. Memorials often create a visual reminder of a particular crisis that may reintroduce feelings of grief for students. Therefore, memorials may not be displayed anywhere on the school premises without board approval.

This policy is not intended to discourage the acceptance of memorial funds or specific items.

Adopted on: 2/8/2016

Revised on: 7/10/2017

Reviewed on: _____

4036 Crisis Response Team Duties

The school district will use a Crisis Response Team (CRT) to plan and coordinate efforts to deal with an emergency that involves the school, staff, and students. The primary concern will be the safety and welfare of students and staff, followed by the protection and salvaging of property.

The CRT will consist of the superintendent or designee (who will serve as general coordinator), the principal (who will serve as staff/operations coordinator), the counselor (who will serve as counseling services coordinator), one secondary and one elementary staff member, and one male and one female secondary student. Examples of situations that the CRT would address are the death of a student, staff member, local or national leader; an accident or illness involving any of the previously mentioned people; a threat to the safety of students or staff; weather-related disaster; or other incidents that seriously affect the school.

The superintendent will direct and coordinate CRT members. The principal will assume these responsibilities in the absence of the superintendent, and a designated board member will assume the responsibilities of the superintendent and principal in their absence. Team appointments and assignments may change annually based upon the district's needs.

During a crisis, school will be conducted in as normal and routine a manner as possible. To help provide students and staff with the services to cope with an emergency, the CRT may call upon patrons and school and community professionals who are skilled in providing counseling.

A careful balance must be maintained between the right of the public to information and the rights of the student and staff to privacy and normalcy. The general coordinator will be responsible for dealing with the media and providing information to the public.

Responsibilities of General Coordinator:

1. Pre-Crisis:
 - a. Appoint team members;
 - b. Call meetings;
 - c. Serve as chair of CRT; and

- d. Inform staff and community of functions of CRT.
2. When Crisis Occurs:
 - a. Compile checklist of activities that must be addressed prior to meeting with CRT;
 - b. Decide whether to convene or postpone school with necessary transportation and scheduling adjustments; and
 - c. Communicate with president of the board. President of the board will communicate with remainder of board.
 - d. Conduct secretarial and custodial meetings to tell them what information to give out and to direct all visitors to the crisis headquarters.
 - e. Communicate as needed with police, civil defense, fire and emergency personnel;
 - f. See that students and staff are appropriately notified after CRT meeting;
 - g. Approve press releases and schedule news conferences;
 - h. Serve as approval authority on plans presented by other coordinators; and
 - i. Handle unexpected details as they arise.
 3. Post Crisis:
 - a. Critique the response strategy of the CRT after the crisis with the CRT; and
 - b. Report on the incident at the next regular (or emergency) board meeting.

Responsibilities of Staff/Operations Coordinator:

1. Pre-Crisis:
 - a. Attend meetings;
 - b. Assist in informing staff and community of functions of CRT;
 - c. Arrange for special training as needed.
2. When Crisis Occurs:
 - a. Meet with general coordinator;
 - b. Meet with CRT as needed;
 - c. Provide staff with necessary information.
 - d. Provide support services for staff: refer the staff to counseling services coordinator as needed, arrange for substitutes to be in the building, arrange for class coverage as needed, and keep staff updated.

- e. Support services for family: express condolences and offer support, check on financial matters for the family as needed (social security, insurance, retirement).
 - f. Check on funeral arrangements if needed, notify staff and students, and arrange substitutes as needed.
 - g. Support services for students: refer those needing support to counseling services coordinator and assist in calling community personnel as needed.
 - h. Keep records of occurrences as they happen.
3. Post Crisis:
- a. Critique the response strategies and turn in recommendation to the general coordinator; and
 - b. Meet with the CRT.

Responsibilities of Counseling Services Coordinator:

1. Pre-Crisis:
- a. Compile a list of support staff from the community and other area support services, with names and phone numbers; and
 - b. In-service CRT members and selected building personnel regarding specific counseling interventions for crises, especially the student members of CRT.
2. When Crisis Occurs:
- a. Meet with the general coordinator;
 - b. Meet with the CRT as needed;
 - c. Evaluate counseling needs for the day; involve support staff from the community and other agencies as needed;
 - d. Arrange for small group and individual counseling sessions for students, staff, and parents as needed;
 - e. Contact area mental health agencies if necessary for referral or additional assistance;
 - f. Arrange to visit classes as needed to make announcements, give details, answer questions, etc.;
 - g. Oversee the use of student records;
 - h. Maintain counseling records for follow-up;
 - i. Liaison with parents if necessary; and
 - j. Liaison with student representatives to CRT.
3. Post Crisis:

- a. Critique the response strategies used, update the crisis plan, and update counseling records and turn in recommendations to the general coordinator; and
- b. Be observant for support needed by CRT members and other involved staff.

Adopted on: 1/11/16

Revised on: _____

Reviewed on: _____

4037
Reduction In Force

The board of education may determine that a reduction in force of certificated staff members is appropriate due to declining enrollment in a grade or grades, changes in financial support, changes in curricular programs, a decline in the taxable value of property located within the school district, increased costs of operating the school district, or another change or changes in circumstances. If the board, in its sole discretion, determines that a reduction of certificated staff is necessary, the superintendent shall notify those employees whose contracts may be reduced. However, the employment of a permanent employee may not be terminated through a reduction in force while a probationary employee is retained to render a service that the permanent employee is qualified to perform by reason of certification and endorsement, or when certification is not applicable, by reason of college credits in the teaching area.

1. **Definition of Reduction in Force.** A reduction in force shall consist of a reduction of one or more positions or a reduction in the percentage of employment of one or more certificated staff members, even if the number or percentage of employment of the certificated staff overall may be increased by other hiring's or increases in the percentage of employment of other employees. Reduction in force may result in the termination of employment or an amendment to an employee's contract reducing the extent of the employee's employment.
2. **Restriction of Right to Administrative Position.** Due to the confidential and unique personal working relationship necessary between the administration and the board of education, a certificated employee who is not currently serving in a predominantly administrative capacity shall have no rights under this policy to any administrative position within the school system.
3. **Criteria for Reduction in Force.** The criteria set forth below shall be considered in selecting the personnel to be reduced. The criteria are not listed in any order of priority, and shall be given the weight that the board considers appropriate.
 - a. Programs to be offered;
 - b. Areas of endorsement that are of present or future value to the district. This criterion shall be based upon the

endorsement(s) shown on each teacher's Nebraska Teaching Certificate;

- c. State and federal laws or regulations that may mandate certain employment practices;
 - d. Involvement in the programs and activities sponsored by the school district;
 - e. Special or advanced training consisting of college credit or other training that would be of present or future value to the district;
 - f. The organizational and educational effect caused by multiple part-time certificated employees;
 - g. Formal and informal evaluation of staff performance by supervising administrators and if evaluations will be used as a criterion for a given reduction-in-force, the evaluation procedures shall be those adopted by board policy in effect at the time of the reduction and the evaluation forms shall be those on file with the Nebraska Department of Education for the district;
 - h. Any other reasons that are rationally related to the instruction in or administration of the school district.
4. **Consideration of Uninterrupted Service.** If, after consideration of the criteria listed above, it is the opinion of the superintendent that there is no significant difference between or among certificated employees being considered for reduction, the employee(s) with the longest uninterrupted service to the district shall be retained.
- a. Uninterrupted length of service is defined as the number of continuous full-time equivalent years of employment in the district as a teacher.
 - b. A full-time equivalent year is defined as employment on a full-time basis for an entire school year.
 - c. Less than full-time employment reduces the teacher's full-time equivalent employment for a school year. For example, a teacher employed on a half-time basis would be credited with half a year full-time equivalent employment.
 - d. A break in service will terminate a teacher's seniority and length of service under this provision. That period of time when a teacher is on a leave of absence shall not constitute a break in service; however, any years of

absences or fractions of years of leave of absence will not count as years of employment for the purposes of determining the length of a teacher's uninterrupted service.

5. **Rights of Recall.**

- a. Any certificated employee whose contract has been terminated shall be considered to have been dismissed with honor and shall, upon request, be provided a letter to that effect.
- b. Such employee shall have preferred rights to re-employment for a period of 24 months commencing at the end of the contract year, and the employee shall be recalled on the basis of length of service to the district to any position that he or she is qualified to teach by endorsement or college preparation.
- c. Upon re-employment, a recalled employee shall be placed on the salary schedule and provided fringe benefits based on existing district policies and the current negotiated agreement. Any year of years of absence from employment shall not be considered as a year or years of employment by the district.
- d. An employee under contract to another education institution may waive recall, but such waiver shall not deprive the employee of his or her right to subsequent recall.

6. **Current Teaching Certificate.**

- a. Upon initial employment with the district, each certificated employee shall file a copy of his or her teaching certificate, including endorsements with the superintendent of schools.
- b. The employee shall be responsible for filing any changes in certification or endorsements with the superintendent.

7. **Address Records.**

- a. A certificated employee whose employment contract has been terminated because of a reduction in force shall, during the period which he or she is eligible for recall, be responsible for reporting any change of address to the superintendent of schools.
- b. If there is a vacancy to which a former employee has a right of recall, the district may communicate an offer of re-employment by telephone, by e-mail, or by United States

mail sent to the former employee's last known address. If the school district does not receive written acceptance of the offer within seven days, the former employee shall be deemed to have waived his or her rights to be recalled to the employment position.

Adopted on: 1/11/16

Revised on: _____

Reviewed on: _____

4038
Classified Staff Defined

The term "classified staff" means all employees other than certificated teachers and administrators. Classified staff employees are employed at will, and their employment may be amended or terminated at any time and without any cause.

Adopted on: 1/11/16

Revised on: _____

Reviewed on: _____

4039

Employment of Classified Staff

The superintendent or designee shall hire classified staff to meet personnel needs consistent with the district's budget, instructional needs, and non-instructional operations. The superintendent or designee shall obtain a criminal history record that includes information from the Nebraska State Patrol for all individuals that are to be employed as pupil transportation vehicle drivers (except certificated Nebraska school administrators or teachers) and keep a copy of that record on file and shall update it during the calendar year that coincides with the expiration of the driver's motor vehicle operator's license. Otherwise, the superintendent or designee may, but is not required to, conduct a criminal background check on any classified staff applicant. Criminal history or background checks shall occur only after the school district has determined that the applicant meets the minimum employment qualifications. This policy shall not prevent the school district from requiring an applicant to disclose his or her criminal record or history relating to sexual or physical abuse prior to any minimum employment qualification determination.

The superintendent or designee shall discipline and discharge classified staff as appropriate.

Adopted on: 8-12-2019

Revised on: _____

Reviewed on: _____

4040
Employment Terms for Classified Staff

Each position listed below shall be hired by the superintendent on the terms stated.

Head Custodian

Employed on a 12-month basis
Provided Employee-children insurance coverage
Allowed 5 days of paid vacation during your first year of employment, 10 days from years 2-9, then 15 days after 9 years, cumulative to 15 days.
Allowed 10 days of paid sick leave per year, adding one more day for every year employed, up to 15 days, cumulative to 45 days
Allowed 3 days of paid personal leave per year, these days do not accumulate
Paid holidays to include Labor Day, Thanksgiving, Christmas Day, New Year's Day, Easter, the Fourth of July and Memorial Day

Business Manager

Employed on a 12-month basis
Provided appropriate level of Employee-Family coverage insurance
Allowed 5 days of paid vacation during your first year of employment, 10 days from years 2-9, then 15 days after 9 years, cumulative to 15 days.
Allowed 10 days of paid sick leave per year, adding one more day for every year employed, up to 15 days, cumulative to 45 days
Allowed 3 days of paid personal leave per year, these days do not accumulate
Paid holidays to include Labor Day, Thanksgiving, Christmas Day, New Year's Day, Easter, the Fourth of July and Memorial Day

Lunch & Activities Secretary

Employed on an hourly basis only as needed
Offered paid single coverage insurance, if declined, employee is given cash in lieu
Allowed 5 days of paid vacation during your first year of employment, 10 days from years 2-9, then 15 days after 9 years
Allowed 10 days of paid sick leave, cumulative to 45 days

Allowed 3 days of paid personal leave per year, these days do not accumulate

Paid holidays to include Labor Day, Thanksgiving, Christmas Day, New Year's Day, Easter, the Fourth of July and Memorial Day

Allowed 3 personal days per year

Prior agreements allowed per superintendent's approval on an individual basis

Principal's/AD Secretary's

Employed on an hourly basis only as needed

Offered paid single coverage insurance, if declined, employee is given cash in lieu

Allowed 5 days of paid vacation during your first year of employment, 10 days from years 2-9, then 15 days after 9 years

Allowed 10 days of paid sick leave, cumulative to 45 days

Allowed 3 days of paid personal leave per year, these days do not accumulate

Paid holidays to include Labor Day, Thanksgiving, Christmas Day, New Year's Day, Easter, the Fourth of July and Memorial Day

Allowed 2 personal days per year

Federal Programs

Employed on an hourly basis only as needed

Offered paid single coverage insurance, if declined, employee is given cash in lieu

Allowed 5 days of paid vacation during your first year of employment, 10 days from years 2-9, then 15 days after 9 years

Allowed 10 days of paid sick leave, cumulative to 45 days

Allowed 3 days of paid personal leave per year, these days do not accumulate

Cooks

Employed on an hourly basis only as needed

Offered paid single coverage insurance, if declined, employee is given cash in lieu

Allowed 10 days of paid sick leave, cumulative to 45 days

Allowed 2 days of paid personal leave per year, these days do not accumulate

Paid holidays to include Labor Day, Thanksgiving, Christmas Day, New Year's Day, and Easter

Paid from the Hot Lunch Fund

Para Educators

Employed on an hourly basis only as needed
Offered paid single coverage insurance, if declined, employee is given cash in lieu
Allowed 10 days of paid sick leave, cumulative to 45 days
Allowed 2 days of paid personal leave per year, these days do not accumulate
Paid holidays to include Labor Day, Thanksgiving, Christmas Day, New Year’s Day, and Easter

Physical Exam

Any non-certified school employees who are required to do so by law must have a yearly physical examination.
Required physical exams will be paid for by the district and a written notice given to the superintendent previous to September 1 of the ensuing year.
The physical from a doctor may be specified by the board on a proper form to be provided by the superintendent.
If the employee wishes to go to a doctor other than the one specified by the board, the expenses will not be borne by the district.

Summer Workshops for Food Handlers

Those employed to handle and prepare food for the Hot Lunch Program are asked to attend the school provided by the State Department of Food Services.
All costs of the school and registration fees will be paid by the board of education. Transportation will be provided.

Non-Certified Substitute Pay

A substitute for a non-certified staff member will be paid on an hourly rate set each year at the regular April school board meeting.

Other Provisions Applicable to All Classified Staff

Rate of Pay

All classified staff shall be paid an hourly rate.
Classified employees who work more than 40 hours in a workweek shall receive 1½ times their regular hourly rate for each hour over 40 worked.

Adopted on: 1/11/16
Revised on: 3-31-2020
Reviewed on: _____

March 13, 2023

Dear Mr. Crilly,

I am writing this letter to inform you that I will be leaving my current position as high school science teacher at the end of the year. After much consideration, I have decided to take a position closer to home.

I would like to thank the administration for all their understanding. I have always appreciated that you are willing to listen to your staff and come up with solutions cooperatively to ensure the best for your faculty and students. With the help of yourself and the rest of the teaching staff, I have greatly improved as an educator, for which I am forever grateful.

I will miss the great number of personal connections that I have made over the past 13 years, and it is with a heavy heart that I leave my current position. Please accept my gratitude for making my time at Madison Public Schools so rewarding.

Sincerely,

Suzy Foley

STUDENT HANDBOOK

2023-2024



MADISON MIDDLE/HIGH SCHOOL

**700 South Kent Street
P.O. Box 450
Madison, Nebraska 68748**

**Telephone: (402) 454-3336
Fax: (402) 454-2238
<http://madison.esu8.org>**

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The following pages will be devoted to a majority of the policies and rules that govern Madison Middle/High School. It is impossible to list the unique circumstances covered by every policy. The rules set in this handbook regarding student conduct are enforced throughout the school and on all school property. All Board Policies are available on the school website. This also includes all extra-curricular events both home and away.

No person who falls under the jurisdiction of Madison Public School District shall be discriminated against on the basis of sex, race, religion, or physical or mental handicap.

MISSION STATEMENT: “Preparing students to be competent, confident, productive and responsible citizens.”

All students will receive a copy of the Madison Middle/High School Activities Handbook. More specific information regarding activity policies is contained in that handbook. Students and parents are encouraged to read the handbook and become familiar with the information it contains.

SCHOOL SONGS

MADISON DRAGONS SCHOOL SONG #1

Faithful and truehearted
Let us boost for our old high
Revere her and defend her
as her colors proudly fly We
will stand for her united of
her deeds we'll gladly tell
Her colors streaming
Our glad hearts beaming
Here's a cheer for her
Whom we all love so well
It's ever onward, our hearts pursuing
'Nar defeat our ardor cool
But united we will boost for her
Our old high school.

MADISON DRAGONS SCHOOL SONG #2

Hail to the team
The red and white team
Dragons onward in to score
Once now and then once more
and fight for that team
United we dream
March on to victory
for M-H-S!!!

CHILD FIND:

The Madison Public Schools have the responsibility to identify, locate, and evaluate all children (birth through age 21) with disabilities regardless of the severity of their disabilities, and who are in need of special education and related services. If you have questions or concerns about a child, please contact the Superintendent of Schools (402-454-3336) concerning the district's special education referral process.

PROCEDURES FOR MIDDLE SCHOOL STUDENTS

1. **ARRIVAL:** Middle school students arriving before 7:50 a.m. should report to the high school entrance or new middle school entrance and remain in the MS commons, unless eating breakfast. Breakfast is served beginning at 7:20 a.m. Students are to remain in the MS commons until they are released to the middle school.
2. **GUM & CANDY:** Chewing gum and eating candy will be permitted only for special occasions as permitted by the teacher.
3. **LATE WORK POLICY:** The Administration and the teachers in the Middle School and High School will develop the late work policy yearly.
4. **MIDDLE SCHOOL LUNCH:** When the students are dismissed, they are to report to the commons, sit down and wait to line up for lunch. After they eat and clear their trays, they may use the restroom and return to their seats until they are dismissed. The students may talk quietly.
5. **CLASSROOM RULES & PROCEDURES** Students must report to school with schoolwork and or book. Students are expected to work and follow classroom expectations.
6. **DEPARTURE:** Students need depart within 15 minutes of their dismissal, unless under direct supervision of a teacher or a coach. Students need to depart through east or west doors.
7. **MS CELL PHONES and Smart watches** will be kept in student's lockers and students can retrieve cell phones at the end of the school day. Disruptive acts will have consequences

First Offence- Cell phone held in principal office until the end of the day

Second Offense- Cell phone will be held for 48 hours or until parent of guardian make arrangements to pick up phone.

Third Offense- Cell phone held in principal's office for 72 hours or until parent arrangement can pick up phone. The student may be subject to 1-day in school suspension.

Students that refuse to comply with a request to surrender cell phones by any staff member will be considered insubordinate.

PROCEDURES FOR HIGH SCHOOL STUDENTS

1. **ARRIVAL:** The school is open at 7:00 AM. When students arrive, they may get books if they need them then return to and stay in the commons area until dismissed. Seniors may report to their study area.
2. **ANNOUNCEMENTS:** Announcements will be posted on school website. Students will go over announcements everyday with their teachers during a homeroom.
3. **Parking and Driving:** Freshmen and sophomores may park in the new upper lot. The new bottom parking lot east of the high school is reserved for juniors and seniors. Entrance is on the west side. The exit is on the east side. Staff, visitor, and handicapped parking spaces are off limits to students at **ALL times**. Students who park illegally or who violate city parking regulations will receive appropriate consequences.

Students may not drive during the school day
(except senior's open campus/lunch)

GUM & CANDY: Chewing gum and eating candy will be allowed as permitted by the teacher.

4. **DANCES:** Must be approved by the Administration.
5. **LATE WORK POLICY:** The policy is at the individual teacher's discretion with Principal approval.

CELL PHONES: Cell phones are to be used in class for educational use only. Failure to follow these guidelines may result in loss of cell phone privileges. Administration at any time has the ability to suspend and take phones if these privileges are taken advantage of. They will request parents or guardians to pick up phones from school.

Senior Privileges Requirements

The senior privileges are defined, as, "during a senior privilege time, seniors will be allowed to report to a senior study area, leave the building, or be in a certain classroom with permission from that

teacher.”

Seniors will receive a senior study period if they have registered for a school weighted class or are taking dual weighted or college classes. Seniors also will lose these privileges if failing any classes.

GRADES 6-12 – STUDENT DRESS

School is a place for serious work and study. Certain types of fashion and dress are not appropriate for school or for school activities. What is considered appropriate dress for school and all school related activities is at the discretion of the Madison Middle/Senior High School administration. The following guidelines apply to student dress issues at Madison Middle/Senior High School:

1. Hats, caps, hoods, blankets and gloves must be removed upon entering the school building and stored in lockers during the school day.
2. Bandanas may not be worn or carried, unless administrative approval.
3. Clothing displaying pictures or words or symbols (guns/weapons) that may be construed as indecent or immoral or sexually inappropriate, and words, patterns or symbols which refer to those used by gangs, alcohol, tobacco or illegal drugs may not be worn.
4. Shirts must have sleeves and must remain in contact with the top of the pants during normal movement. Tank tops, open net shirts, low-cut shirts that show undergarments or cleavage, and shirts that expose the midriff are not appropriate.
5. Skirts or shorts may be worn, provided they are no shorter than the center of the person's thigh.
6. Pants are to be worn at the top of the hips and must not show underwear.
7. Shoes must be worn at all times.
8. Chains and long belts must not be worn.
9. Clothing must be appropriate and worn appropriately. No large areas of skin or undergarments may be exposed.

Madison Public Schools has a **zero tolerance** to any type of gang messages or symbols worn on clothing, on the body or displayed on notebooks, personal items or gestures.

Decisions concerning student dress will be left to the discretion of the principal and/or the administrative team. If students or parents have any questions about the appropriateness of their school attire, feel free to contact the school.



PROCEDURES STUDENTS GRADES 6-12

1. **TEXTBOOKS:** All basic texts are provided to students during the school year. Texts are to be kept clean, covered, and in good shape. Fines are assessed for damaged texts. These fines will be paid in the office.
2. **Possession and Use of Regulated Devices:**
 - a. Regulated 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 laptop computer for a class presentation, etc.).
 - b. Students may use regulated 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).
 - c. Students are permitted to use regulated devices before school hours, at lunch time, and after school hours, provided that the student not commit any abusive use of the device. Administrators, faculty or staff have the discretion to prohibit student possession, display, or use of regulated 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. This includes ear buds and head phones.
 - d. Students are not permitted to possess, display, or use any regulated 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.
 - e. Students are not permitted to possess, display, or use regulated devices at any time or place for: (1) activities which disrupt the educational environment; (2) illegal activities in violation of state or federal laws or regulations; (3) unethical activities, such as cheating on assignments or tests; (4) immoral, sexually explicit pictures, or pornographic activities; (5) activities in violation of Board or school policies and procedures relating to student conduct and harassment; or (6) activities which invade the privacy of others.

3. **LOCKERS:** The lockers are school property and are subject to inspection when the administration has reasonable suspicion. Lockers should be locked at all times.
4. **ITEMS POSTED ON SCHOOL PROPERTY:** All items displayed on school property, including student lockers, must be approved by school administration.
5. **STUDENT AGENDA:** All students will be provided a student agenda at the beginning of the school year. Students will be expected to have their agenda with them at all times. Students will be allowed to purchase one new agenda per school year, at a cost of \$10.00.
6. **CLOSING OF SCHOOL:** Students, parents/guardians will be informed through instant school messenger that school has been cancelled. They may also listen to radio stations KNEN-FM-94.7, KEXL-FM-106.7, WJAG-AM-780, KPNO - 90.7, KUSO- 92.7, KPNO-FM 90.7, KTTT-FM, KTGLFM 93.5, KZEN FM, KJSK FM, OR KLIR FM 101.1, or watch television stations KOLN/KGIN- channel10 or KTIV-channel 4 for school closing information. If you have access to the Internet, you may also use the following websites: www.kexl.com, www.us92.com, www.cancellations.com or www.kolnkgin.com. School Facebook page.
7. **MEDICINE:** The school recognizes that some children are more successful in school because of the appropriate use of medication. Any parent who wishes his/her child to receive medication during the regular school day, must comply with certain regulations. Includes:
 - a. All medication, prescription and non-prescription--in their original container with its instructions--must be administered through the school office. Students are not to keep medication on their person, in lockers, or bags.
 - b. Written permission from the student's parent or caretaker requesting that the school supervise the prescribed medication routine is required. Written direction must be student specific for each medication provided.
 - c. Written orders from a physician detailing the name of the drug, dosage, and time interval that the medication is to be taken are required. Written directions must be student specific for each medication provided.
 - d. Medication must be brought to school in a container appropriately labeled by the pharmacy or physician. The school nurse or other person designated to do so in her absence will administer medication, provided he/she has knowledge of the potential benefits and possible side effects of the drug being

administered. The physician or the school nurse should provide this information. The parent/caretaker shall notify the school of any student taking medication on his/her own. This medication should also be placed in the nurse's office.

8. **SAFETY DRILLS:** Safety drills will be held periodically throughout the year. Students are to conduct themselves in a safe, orderly manner as directed by staff. Enclosed is our standard response protocol.
9. **SCHOOL VISITORS:** All visitors to school are to report to the main office upon entering the building. Student visitors need prior approval from the teachers and the principal. Parents are always welcome to attend school. They are encouraged to make an appointment to see a teacher, the principal, the counselor, or visit their children's classes.
10. **LEAVING SCHOOL GROUNDS:** Madison Public School is a closed campus (except Seniors). Students must sign out with the office before leaving the school grounds and upon returning. Failure to do so will result in disciplinary action.
11. **VALUABLES: Students are urged not to leave money, jewelry, or anything of value in their clothes or bags left in the halls or locker rooms. If they do so, they do it at their own risk.** It is suggested that lockers not be used for valuables. The school will not be held responsible for lost or stolen money or other personal belongings. You may put a your own lock on your PE Locker.
12. **ACTIVITY TRIPS:** Students will ride to and from activities with the group or team in the vehicle provided. No pupil will be allowed to ride to or home in another vehicle with a different driver other than his/her parents unless prior written permission from the parents is given for their child to ride with another driver.

Any student representing the Madison schools on an overnight trip shall follow the rules set down by sponsors. Any student failing to follow these rules will forfeit the privilege of representing the school in the remainder of the event. The sponsor will have the student sent home with parents or the principal.

13. **PUBLIC DISPLAY OF AFFECTION** is considered inappropriate behavior on campus or at school-sponsored activities.

14. **PASS PRIVILEGES:** Students must have their agendas in order to use their pass privileges. Students need to sign in and out of the classroom.
15. **CHANGE OF ADDRESS:** If a student has a change of address or telephone number during the school year, it must be reported to the office.
16. **GYM SHOES:** Students are required to wear tennis shoes to be on the gym floor. It is recommended that each student have a separate pair of tennis shoes for physical education.
17. **CONFISCATION OF NON-SCHOOL AND/OR OTHER NUISANCE ITEMS:** Items that interfere with the educational process will not be allowed at school. They may be confiscated by staff members. These items will be refunded to the student or to the parent/guardian at the discretion of the administration. Failure of a student to give an item to a staff member upon request will be considered insubordination resulting in disciplinary action.
18. **INSURANCE:** School insurance for all students is available for purchase. Information on this plan is handed out to the students at registration.
19. **BOOKBAGS, BACKPACKS & SPORTSBAGS** are subject to search at any time.
20. **SCHOOL AREA:** Middle school students are not allowed in the high school areas without permission. High school students are not allowed in the middle school without permission. They must use the appropriate entrances, stairs, restrooms, and library doors.
21. **ACADEMIC INTEGRITY POLICY**

The guidelines set forth in this policy identify various forms of academic dishonesty and are prohibited by students of the district. The following sanctions will occur for academic integrity offenses:

 1. Academic Sanction: The instructor will refuse to accept the student's work in which the cheating or plagiarism took place, assign a grade of zero for the work, and require the student to complete 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 acceptable performance standards, the instructor will average the grade earned on the replacement test or project with the zero originally assigned for that test or project.

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. In the case of repeated offenses to this policy on academic integrity, 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 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.

22. ACTIVITY CARDS

For those high school students who wish to participate in any school-sponsored activities, a one-time yearly activity fee must be collected before the first contest of that activity commences. This fee also enables the student to attend any Madison Public School home contest/performance at no charge. Students who do not participate in any co-curricular activities may pay the fee to receive the pass, which represents a substantial savings compared to paying individual contest/performance prices.

Students must have the school activity card to present at the admission gate or will need to pay the admission. If a student is participating in that activity, gate personnel are to have a list of participants so that if the student does not have his/her card with them, they may be admitted without charge.

Students who lose their activity cards may purchase another one in the office for \$10.00. Students who qualify for free and/or reduced lunches per federal guidelines can apply for an exemption from the costs of this activity fee.

23. Drawings or displaying of pictures, words or symbols that may be construed as indecent or immoral or sexually inappropriate, and words, patterns or symbols which refer to those used by gangs, alcohol, tobacco or illegal drugs are not permitted.

24. Student conferences are to be served at the time the designated time with the assigning teacher by the teacher.

LIBRARY-MEDIA CENTER 6-12

All students may check out materials from the library media center. However, in order to help students, get the materials they need when they want it, the library-media center adheres to the following policies:

1. A due date will be assigned to all materials checked out from the library-media center. The student is responsible to return the material to the library on time.
2. Anyone who has overdue material will lose the privilege of checking out any more material. If overdue material is not returned at the end of the grading period, report cards may be withheld until the material is returned.
3. Students who damage or lose library material are responsible for the replacement cost of that material.

STUDENT CONDUCT IN LIBRARY/MEDIA CENTER

The atmosphere of the library should be conducive to study, independent research, and/or leisure reading. Students who refuse to respect the rights of others will be asked to return to their classrooms/study halls. Food and beverages are not allowed in the library or in any computer labs, including all portable computer labs.

Special policies exist for checking out laptop computers, cameras, projectors, or other media. Students are financially responsible for any damages that occur to any electronic media items that they have checked out. See the library for further information.

SCHOOL COMPUTER SYSTEM & NETWORK

The school computer system network (including all files, folders, & e-mail) is school property and will continue to be school property throughout the school year. Students are not to expect privacy of computer information. Computer files and activities are subject to inspection at any time. Student files may be emptied at the end of the year. Further procedures and details will be outlined in the technology use agreement.

HOT BREAKFAST AND LUNCH PROCEDURES

Madison Public Schools offers a healthy breakfast and lunch every school day. Student meals may be purchased in the office at a cost determined by the District.

1. Meals must be purchased prior to the start of school in the mornings. The office opens at 7:30 AM daily.

2. All students will be required to eat in the commons area or designated area as deemed by administration.
3. Each day students are offered the complete lunch which will include a main meat dish or chef salad. A salad bar is available for students who purchase a lunch. Students need to choose only the foods they intend to eat.
4. During lunch period, all students need to leave books in their lockers, classrooms, or on the tables/stage in the commons.
5. Students may bring a sack lunch, but no pop or restaurant food may be brought into the commons area during school lunchtime.

**NATIONAL SCHOOL LUNCH & BREAKFAST PROGRAM
Non-Discrimination Statement**

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex, disability, age, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA.

Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotape, American Sign Language, etc.), should contact the Agency (State or local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, (AD-3027) found online at: <https://www.ascr.usda.gov/ad-3027-usda-program-discrimination-complaint-form> and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by: (1) Mail: U.S. Department of Agriculture Office of the Assistant Secretary for Civil Rights, 1400 Independence Avenue, SW, Washington, D.C.20250-9410; (2) Fax: (202) 690-7442; or (3) Email: program.intake@usda.gov this institution is an equal opportunity provider.

COUNSELING AND GUIDANCE CUMULATIVE RECORD

A permanent cumulative record shall be maintained on each student who attends the Madison Public Schools and shall contain information pertaining to the student's academic, health, and vocational status. Responsibility for maintenance of such records shall lie with the counselor.

The following "open file" policy has been adopted by the Madison Public Schools:

1. Student cumulative folders are maintained in the counselor's office and are available for inspection by parents upon request or by students themselves over 18 years of age.
2. Parents or eligible students must sign an identification card before gaining access to such files. Permission to see such files must be granted within 45 days of request.
3. No transcripts or other information contained in the student's file will be forwarded to a prospective employer or other agency without the written consent of the parent of a minor or of the student himself or herself if over 18 years of age.
4. The Madison Public Schools reserves the right to transfer any or all file materials to another K-12 school to which a child may transfer.

COUNSELOR SERVICES

A counselor is available to students when they feel there is something they would like to discuss. The counselor will be glad to listen to students and to keep the matter confidential. Students should seek help from the counselor when they are having difficulty with a subject, needing to talk about a personal problem, or desiring vocational, college, or employment information. The counselor can also help plan next year's program, scholarship, testing, and scheduling problems. Students who need the services of a counselor should obtain a pre-signed pass from the counselor. Emergency situations may dictate otherwise. The counselor oversees the Peer Mediation program. If a student needs peer mediation, he/she should see the counselor.

If you're considering self-harm or suicide, you're not alone.

If you're having thoughts of suicide or self-harm, you can access free support right away with these resources: The National Suicide Prevention Lifeline. Call the Lifeline at 800-273-8255, 24 hours a day, 7 days week.

Or you can text 988

ATTENDANCE

The laws of the State of Nebraska require that every child who is not less than seven nor more than eighteen years of age shall attend school the entire time that school is in session unless excused by school authorities. Madison Public Schools administration and staff will work with parents in partnership to encourage all students to attend school regularly and promptly.

Complete Attendance policy can be found in Board Policy 5001. All policies are located on the school web site @ Madison.esu8.org

TARDINESS

Teachers will verbally notify the students of tardiness every time they record a tardy. All tardies will be documented.

If a student is ten or more minutes late for school or class, it is considered an unexcused class absence.

ABSENCES

Parents need to **call the high school** office 402-454-3336 to notify the school of the student's absence. A message may be left on **extension 212**.

OR

When the pupil returns to school, the parents **must write a note** of explanation indicating the reason for and the length of the absence, which is handed in to the office upon returning. **If it is a medical or court related absence, the student must bring documentation.**

It is the responsibility of the student to complete the make-up work on time as the teacher has requested. Extended absences will be considered according to the circumstances and judgment of the principal and the administrative team.

If parents and student are aware that the student will be absent, they need to notify the office **in advance**. The student must bring a note to the office and get an admit slip so he/she can begin working on makeup work. Teachers will tell the student what needs to be done before he/she leaves and what is due upon his/her return.

After a student, has been absent from any class or classes, with the exception of school-sponsored activities during a period of one semester, the following procedures will apply:

If a student is ten or more minutes late for school or class, it is considered an unexcused class absence.

7 times -- A letter will be sent to the parents/guardian indicating how many absences the student has accumulated for the year

12 times -- A letter will be sent to the parents/guardian. A conference will be scheduled with the student, principal, and at least one parent/guardian. Upon the 12th absence, a final notice letter will be sent stating that credit for the classes missed may result in loss of credit.

17 times -- a final letter will be sent to the parent/guardian and the County Attorney will be notified. A meeting will be set up with student/parent and Chief Accountability Officer.

The parent/guardian and student may request an appeal for a credit re-instatement only one time in their Middle School career and only one time in their High School career.

UNEXCUSED ABSENCES Parents must verify all student absences within 24 hours of the absence. **Any absence not verified by parents with a phone call or note will be considered unexcused.** Students with repeated truancy will be reported to the county attorney. **20 absences in a school or calendar year will result in notification to the county attorney.**

5 unexcused absences in the High School or Middle School will require a parent meeting and may result in loss of credit or retention.

SCHOOL ATTENDANCE ON DAYS OF ATHLETIC CONTESTS OR SCHOOL ACTIVITIES

A student must attend school the day of an athletic contest or school activity to be eligible to participate that day. He/she must be in the building by noon and remain until the end of the day. If notified before the absence, the principal may grant special permission to participate.

MAKE-UP WORK FOR EXCUSED ABSENCES

Students are granted time to make up their work per the individual teacher's policy. Extended absences will be considered on an individual basis. Any work not made up is considered late. Students are encouraged to complete make-up work before the deadline. Students are expected to turn in assignments that were given before the absence when they return to class. This would include daily work, tests, and unannounced quizzes. Teachers may require students to do make-up work before and after school.

MAKE-UP WORK FOR SCHOOL ACTIVITIES

The sponsor will inform all teachers of the students participating in activities at least two days prior to an absence. Students are responsible to get assignments from their teachers and turn them in upon their return to class.

STUDENT CONDUCT & CONSEQUENCES 6-12

For students to experience success in school, they are expected to be on time, be prepared for class by doing their own assignments on time, and to display appropriate conduct conducive to a safe and orderly environment for learning and teaching at Madison Middle/Senior High School. MHS will be using PBIS program and MS will be using BIST.

Classroom teachers and students are responsible for the safe and orderly environment of the classroom. Teachers are responsible to assist students in making more appropriate choices by conferencing with the students to do problem solving and may issue consequences when necessary.

Students demonstrating classroom behavior enough to merit being referred to the office will be assigned a consequence within the guidelines established for discipline. This may include a problem-solving conference with the teacher, a problem-solving conference with the principal and/or, in-school suspension, short or long-term suspension from school, or expulsion from school.

The school will be using the BIST (Behavior Intervention Support Team) discipline program.

HARASSMENT/BULLYING/CYBER-BULLYING

Harassment/bullying may be defined as, any hostile or offensive act or expression by a person or group of people against another person or group, or incitement to commit such an act. Cyber-bullying is defined as any type of harassment via electronic format such as emails, chat room conversations, instant messaging, text messaging, etc.

Harassment/bullying/cyber-bullying of any kind is unacceptable at Madison Middle/Senior High School. This may be based on ethnicity, religion, gender, sexual orientation, age, or ability may take the form of or include behavior such as:

derogatory name
calling insults and/or
racist jokes
practical jokes resulting in awkwardness or
embarrassment taunting or ridicule of any individual
or group
unwelcome remarks or
innuendos physical attacks
exclusion because of one's
race racist graffiti or vandalism
production of distribution of hate
literature unfair allocation of work and
responsibilities derogatory or offensive
pictures and materials verbal abuse,
threats, and intimidation gender or
sexual preference or orientation
exclusion from normal conversation

When an incident is reported, which violates the intent of these expectations, the alleged behavior will be evaluated by considering the context of the particular circumstances including the nature, frequency, intensity, location, and duration of the questioned behavior.

Although repeated incidents generally create a stronger claim of harassment/bullying, even a serious and yet isolated incident can be sufficient to warrant investigation. The person(s) investigating the alleged harassment/bullying shall make a record of the incident including the names of the parties involved and the efforts at resolution.

Parents will be notified at the beginning of the investigation, so they may be present. All parties will be notified of the entire contents of the report. Every effort will be made to take steps to focus on correction and education of the parties involved.

Consequences will be assigned accordingly.

STUDENT PROBLEM SOLVING CONFERENCE

When a student misbehaves in a classroom, the teacher will arrange a conference with the student. The student must report to the teacher's room. A consequence will be issued if the student does not show up for the conference. The student and teacher must still meet to complete problem-solving conference.

MINOR INFRACTIONS

The list of infractions below is regarded as necessary to provide an orderly environment for the best possible learning climate in school. Students committing these infractions will receive consequences. The following list is not intended to be all-inclusive.

1. Minor insubordination.
2. Running, pushing, shoving or loud behavior in the hallways, commons, classroom or outside near classrooms.
3. Using vulgar or offensive language in or out of the classroom.
4. Failing to keep hands, feet and all objects to themselves. (This includes throwing snowballs, pinecones, and sticks).
5. Displaying rude or disrespectful behavior to any school employee or fellow student.

6. Distracting other students and disturbing the appropriate school environment.
7. Refusing to comply with reasonable standards set forth by any staff member.
8. Skipping a class or unexcused absences.
9. Using pins, rubber bands, pencils, and other objects in a way that may be harmful to others.
10. Misbehaving for a substitute teacher will result in additional consequences.
11. Defacing or damaging an agenda.
12. Misbehaving at extra-curricular activities.
13. Being in the wrong area of the school.
14. Misbehaving in lunch detention will result in two more lunch detentions.
15. Other behavior that interferes with teaching and/or learning.

MAJOR INFRACTIONS

Examples of major infractions include, but are not restricted to:

1. Fighting--Any fight resulting in physical injury (bruises, cuts, and/or blood) to either party will be reported to the police. Students who choose to participate in peer mediation may have a reduction in time spent in suspension.
2. Major Insubordination-The repeated or ongoing refusal to comply with reasonable request.
3. Theft--Taking any items that belong to any student, staff member or to the school. Losses exceeding \$500 to one individual or to the school will result in long-term suspension or expulsion.
4. Vandalism-Causing or attempting to cause substantial damage to private or public property. Students will be responsible to pay damages. If damages exceed \$500 to private or public property, the student will be subject to long-term suspension or expulsion.
5. Distribution of, sale of, possession of, use of or being under the influence of tobacco, alcoholic beverages, or illicit drugs on school property or at any school-related activity is prohibited. Any student suspected of being under the influence of alcohol or illicit drugs will be required to participate in a screening process.
6. Truancy or an unexcused absence. This includes leaving the school grounds without permission.
7. Forgery--Forging the name of a parent, guardian or staff member on a note or any form of pass.

8. Riding in or operating a vehicle during lunch hour or during the instructional school day without permission.
9. Vulgar language, threatening or intimidating behavior directed towards any person.
10. Harassment/Bullying--(including sexual & cyber-harassment) directed toward any person. The harassed individual has the right to file a harassment grievance.
11. Use of any object or device causing bodily harm to any person.
12. Any other behavior that interferes with teaching and/or learning.

SHORT-TERM SUSPENSIONS

Any student may be excluded from the Madison Public Schools for a period of time not to exceed five school days in the following circumstances provided that the suspension is assigned under the guidelines provided by Nebraska State Law:

1. The student has a dangerous communicable disease transmissible through normal contacts.
2. The student is infected with or can be proved to be a carrier of external parasites (such as head lice) which may be transmissible through normal school contacts and which pose a threat to the safety and well-being of the school community.
3. The student is involved in excessive or extreme behaviors or activities which interfere with any educational function or which infringe upon the rights of other students to pursue an education.
4. The student conducts himself/herself in a way that is a clear threat to the physical safety to himself/herself, and/or to others student is so extremely disruptive, so others cannot pursue an education, he/she will be removed.

Short-term suspension shall be made only after the administrator has made an investigation of the alleged conduct of violation and has determined that such suspension is necessary to help student to further school purposes or prevent interference with school purposes.

Before such short-term suspensions shall take effect, the student shall be given oral or written notice of the charges against him/her and an explanation of the evidence the authorities have. He/she shall have an opportunity to present his/her version of the incident.

The administrator shall, as soon as it is reasonably possible following the suspension, send a written statement to the student's parents or guardian describing the student's violation and the reason for the action taken. The administrator shall make a reasonable effort to hold a conference with the parents or guardian before or at the time the student returns to school.

MAKE-UP WORK WHEN A STUDENT IS ON SUSPENSION

Make up work will be up to the discretion of the teachers.

LONG-TERM SUSPENSIONS AND EXPULSIONS

Long-term suspensions shall mean the exclusion of a student from attendance in all schools within the Madison Public School system for a period exceeding five school days but less than twenty school days.

Expulsion shall mean exclusion from attendance in all schools within the system for the remainder of the semester –

Unless the misconduct occurred: a) First semester--within ten days prior to the end of the first (1) semester, in which case the expulsion shall remain in effect through the second (2nd) semester; or b) Second semester--within 10 school days prior to the end of the second (2nd) semester, in which case the expulsion shall remain in effect for summer school and the first (1) semester of the following school year.

The following student conduct shall constitute grounds for a long-term suspension or expulsion subject to the procedural provisions of Nebraska State Law when such activity occurs on school grounds or during an educational function or event off school grounds:

1. Use of violence, force, coercion, threat, intimidation, or similar conduct in a manner that constitutes a substantial interference with school purpose;
2. Attempting to cause substantial damage to private or school property of substantial value, or repeated damage or theft involving private or school property of small value;
3. Causing or attempting to cause physical injury to a school employee or to any student. Physical injury caused by accident, self-defense, or other action undertaken on the reasonable belief that it was necessary to protect some other person shall not constitute a violation of this subdivision.
4. Threatening or intimidating any student for the purpose of, or with the intent of, obtaining money or anything of value from such student.

5. Possessing, handling, or transmitting any object or material that is ordinarily or generally considered a weapon.
6. Engaging in the unlawful possession, selling, dispensing, or use of controlled substance or alcoholic beverage.
7. Engaging in any other activity forbidden by the laws of the State of Nebraska which activity constitutes a danger to other students or interferes with school purposes.
8. Repeating violations of any rules validly established pursuant to section 1 of this act if such violations constitute a substantial interference with school purposes.

If an administrator decides to discipline a student by long-term suspension or expulsion, the following due process procedures shall be adhered to:

On the date of the decision, a written charge and a summary of the evidence supporting such charge shall be filed with the superintendent. The school shall, within two school days of the decision, send written notice by registered or certified mail to the student, the student's parents or guardian informing them of their rights established under this act. Such written notice shall include the following:

1. The rule or standard of conduct allegedly violated and the acts of the student alleged to constitute a cause for long-term suspension or expulsion, including a summary of the evidence to be presented against the student.
2. The penalty, if any, which the principal has recommended in the charge and any other penalty to which the student may be subject.
3. A statement that, before long-term suspension or expulsion for disciplinary purpose can be invoked, the student shall have a right to a hearing, upon request, or the specified charges.
4. A description of the hearing procedures provided by this act, along with the procedures for appealing any decision rendered at the hearing.
5. A statement that the principal, legal counsel for the school, the student, the student's parents, or the student's academic and disciplinary records and any affidavits to be used at the hearing considering the alleged misconduct, and the right (2) to know the identity of the witnesses to appear at the hearing and the substance of their testimony.

6. A form on which the student, student's parents, or guardian may request a hearing to be signed by such parties and delivered to the principal or superintendent in person, or by registered or certified mail as prescribed in sections 15 and 16 of this act.
7. Nothing in this act shall preclude the student, the student's parents, guardian, or representative from discussing and settling the matter with appropriate school personnel prior to the hearing stage.
8. If a hearing shall be requested within five days of the receipt of the written notice by the student, the student's parents or guardian as described in these rules and regulations, the superintendent shall appoint a hearing examiner and all of the provisions of the Nebraska statutes which relate to such a hearing shall be adhered to.

ALTERNATIVE EDUCATION

High school students may be placed in alternative education for a variety of reasons. A team of teachers, administrators, and the student's parents/guardians will meet before the final decision is made. Students may be in alternative education for credit recovery, academic problems, persistent absences, discipline issues, or other reasons that prevent the student's success in the regular classroom. If a student successfully completes his/her work in alternative education, and the teacher, and team agrees, the student may return to the regular classroom. The ultimate goal of alternative education is for the student to return to his/her class and be successful. A separate alternative education handbook is available on request.

ALTERNATIVE CREDIT

Students who are expelled from school may choose to receive alternative credit. Students may earn credit for core classes (English, math, science, and social studies) by completing an approved alternate course. In order to receive credit, the student must meet the following requirements:

1. Must receive a 70% or above.
2. Must complete the course within 30 days of the completion of the semester. Students who are permanently removed from a class do to behavior will earn a WF (Withdrew Fail) and will be required to complete a full semester of an approved alternate course.

INVESTIGATION BY LAW ENFORCEMENT OFFICERS

Investigations by law enforcement officers conducted on school premises:

Administrators or school personnel may report unlawful conduct to law enforcement officials. Officers may determine the necessity of conducting the interview at either the police department, school or the student's home.

Complete Policy can be found in Board Policy

5022 Investigations and Arrests by Police or

Other Law Enforcement Officers and Health and Human Services

Interviews

The building principal will make attempts to contact a student's parent for their and presence before the student is interviewed. In the event that a parent cannot be contacted after reasonable attempts, the student will be questioned if the law enforcement officer identifies circumstances requiring immediate questioning. A building principal or designee shall be present for such questioning.

Interviews conducted at police department: The officer who determines that it is appropriate to conduct an interview with a student at the police department may contact a student to arrange a meeting after school hours.

Taking a student into custody on school premises: Arrest of student on school property should be avoided. If an administrator releases a student to an officer, the administrator shall take immediate steps to notify the parent or guardian, or responsible relative regarding pertinent information.

WEAPONS POLICY Students are forbidden to possess, handle, transmit or use knowingly and voluntarily any instrument in school, on school grounds, or at school events that is ordinarily or generally considered a weapon. Any object that could be used to injure another person and which has no school-related purpose will be considered a weapon for purpose of this policy.

WEAPONS POSSESSION - Mandatory reporting to law enforcement.

First Offense – Immediate suspension

Further Offenses – Recommendation of expulsion

If the weapon is a firearm, federal law requires the student to be expelled for up to one school year.

PARENTAL INVOLVEMENT

Madison High School encourages parental involvement and at different times, parent conferences will be requested. It is very important that parents respond to these requests; however, if a response to a request is not received within seven days, a meeting will be scheduled with the student involved and concerns will be discussed. The purpose of the

meeting is a resolution of concerns; after this meeting, the resolution will be final. The plan for resolution of concern will be sent to parents.

STUDENT APPEAL PROCEDURE

The first step of appeal is for the student to talk to the teacher privately before or after school or during a study hall. The second step of the appeal is to talk to the counselor or principal concerning some type of disciplinary action. He/she may do so before school, after school, or during a study hall. A student cannot leave a class for this purpose.

DATING VIOLENCE POLICY – Specific guidelines are outlined in school board policy. Copies may be made available through the office upon request.

CONCERNS/GRIEVANCES of STUDENTS, PARENTS, OR PATRONS

The school encourages communication about concerns or grievances. We welcome personal contact with the concerned individuals. If after a personal meeting, the students, parents and/or patrons are not satisfied by the explanation of the teacher, activity sponsor and/or administrators, a formal grievance can be filed.

Below is a brief description of the Madison Board of Education grievance procedure.

The complaint or criticism must be submitted in writing on forms provided by the building principal. The complaint must be signed by the complainant and turned in to the building principal. The written complaint, as well as all responses (in writing), needs to accompany the complaint all the way through the process.

The school administrator, after review of the written complaint, shall arrange a meeting date, which is mutually convenient to all parties involved. At this time, the parties shall address the nature of the grievance, complaint or criticism, and suggestions for improvement or remedial action will be discussed.

In the event the grievance, complaint, or criticism is not resolved to the satisfaction of all parties involved, they may appeal, in writing, to the superintendent of schools. The original complaint form shall follow the complaint to the succeeding level of consideration.

If the party is not satisfied with the response of the superintendent, said party may address a written appeal to the grievance committee of the

Board of Education, which will be filed with the secretary of the Board of Education.

A meeting will be scheduled with the Board of Education. The decision of the Board of Education will be final.

In the event the grievance, complaint and/or criticism is directly related to the Board of Education, or the superintendent's office, it should be submitted in writing to the superintendent of schools.

The entire grievance policy can be obtained at the Madison Middle and High School offices and at the Madison Elementary School during business hours.

REGULATIONS CONCERNING STUDENT FEES

1. Specialized clothing/equipment for curricular issues (including band instruments) will be provided for all students. Utilizing specialized clothing/equipment may require students to use that specialized clothing/equipment (including band instruments) on a shared basis and for a designated time only. Students may choose to deviate from the provided specialized clothing/equipment (including band instruments) provided the instructor gives approval and provided the specialized clothing/equipment equals or exceeds the standards of the course.
2. Specialized clothing/equipment for activities will be provided for all participating students. The selection of specialized equipment (including uniforms) is left to the decision of the activity director and administration. Students may choose to deviate from the provided specialized clothing/equipment provided the instructor/coach/sponsor gives approval and provided the specialized clothing/equipment equals or exceeds the required standards of the activity.
3. Instructors/coaches/sponsors may require personal and consumable items for coursework or activities. Additionally, fees may be required for materials required for individual course projects if the project becomes the property of the student upon completion of the course. Students will be made aware of the material costs prior to the start of the project. Students receiving waivers may have similar projects provided; projects will stay as property of the school.
4. Transportation fees to activities may be charged and will be calculated on a per trip basis.

5. Transportation and entrance fees for field trips are provided at no charge to the students.
6. Admission to activity contests follows East Husker recommendations: \$5 for adults, \$4 for students for Varsity activities and \$2 for junior varsity activities. Students who do not have the activity card with them will be required to pay the regular admission fee.
7. Parents may seek waiver exemptions from the above listed fees by filling out a "Waiver Request" form that is available from the superintendent of schools.
8. Each waiver request must include verification of income from the previous year. Verification of income can be done by providing a copy of the previous year's income tax return; by providing the most recent pay notices from their present employers; Social Security, Pensions, or Retirement notices; by providing Federal Assistance notification card or letter; Child Support or Alimony received; and/or any other notifications of income received. Verification of self-employment forms is provided in each school office for those who would need them. School officials will calculate income using the formulas provided by the United States Department of Agriculture Child Nutrition Program.
9. Families seeking waivers from fees as described above must return their request form within two weeks from their child/young adult starting school. "Waiver Request" forms are located in the office of each school. One request will cover all fees for the year.
10. Instructors/coaches/sponsors may suggest non-specialized clothing to build class/club/team spirit; however, care must be taken to assure students these are not required to have non-specialized clothing or equipment for participation in the class, club, or activity.
11. Actual replacement costs due to loss or damage to equipment, books, or supplies will be charged to any student.
12. Tuition costs for dual credit or honors courses will be paid directly by the students to the college.
14. If a financial emergency should arise (a loss of job, health issues, etc.) families may petition the Superintendent of Schools. The Superintendent of Schools may make waiver decisions for these types of emergency purposes during the year.

NOTICE CONCERNING STAFF QUALIFICATIONS

The No Child Left Behind Act of 2001(ESSA) gives parents the right to get information about the professional qualifications of their child's classroom teachers. Upon request, Madison Public Schools will give parents the following information about their child's classroom teacher:

1. Whether the teacher has met State qualifications and licensing criteria for the grade levels and subject areas in which the teacher provides instruction:
2. Whether the teacher is teaching under an emergency or provisional teaching certificate:
3. The baccalaureate degree major of the teacher. Parents may also get information about other graduate certification or degrees held by the teacher, and the field of discipline of the certification or degree. Madison Public Schools will, upon request, tell parents whether their child is being provided services by a paraprofessional and, if so, the qualifications of the paraprofessional.

The request for information should be made to an administrator in the child's school building. The information will be provided to the parents in a timely manner. Finally, Madison Public Schools will give timely notice to the parents if their child has been assigned, or has been taught for four or more consecutive weeks by, a teacher who does not meet the requirements of the act.

STAFF CONDUCT WITH STUDENTS

All staff members, including teachers, coaches, counselors, administrators, school volunteers and others are to maintain the highest professional, moral, and ethical standards in their conduct with students. **Specific guidelines are outlined in school board policy. Copies may be made available through the office upon request.**

NOTICE CONCERNING DISCLOSURE OF STUDENT RECRUITING INFORMATION

The No Child Left Behind Act of 2001 requires Madison Public Schools to provide military recruiters and institutions of higher education access to secondary school students' names, addresses, and telephone listings. Parents and secondary students have the right to request that Madison Public Schools **not** provide this information (i.e., not provide the student's; name, address, and telephone listing) to military recruiters or institutions of higher learning, without their prior **written** parental consent. Madison Public Schools will comply with such request.

NOTICE OF NONDISCRIMINATION

The Madison Public School District does not discriminate on the basis of race, color, national origin, gender, marital status, disability, or age in admission or access to, or treatment of employment, in its programs and activities. The following person has/have been designated to handle inquiries regarding complaints, grievance procedures or the application of these policies of nondiscrimination:

Title: Superintendent of Schools

Address: Madison Public School

P O Box 450

Madison, Nebraska 68748 **Phone #:**

402-454-3336

If parents, employees and students do not feel that their complaints regarding Title IX, Title VI, Section 504 have met with resolution at the local level, they can appeal their grievances to the regional Department of Education, Office for Civil Rights.

Office for Civil Rights

8930 Ward Parkway, Suite 2037

Kansas City, MO 64114

816-268-0550

FAX: 816-823-1404; TDD: 800-437-0833

GRADUATION REQUIREMENTS

Graduation requirements for **Madison High School** provide each student with a solid background in the core curriculum areas along with an intensive study in several critical subjects in order to more thoroughly prepare each student for the future after high school. To graduate, students must complete the following program of study in grades 9-12 during the required four years of attendance:

Language Arts.....	40 credits
(English I, Beg Speech, English II, American Literature and Senior English class are required)	
Social Studies.....	40 credits
(Geography, World History/Modern Problems, American History, and American Government are required)	
Mathematics.....	30 credits
(Algebra I and Geometry are recommended)	
Science.....	30 credits
(Earth Science/Research & Design, Biology, and Chemistry/Physical Science – required)	
Information Technology	5 credits
Personal Finance/Economics.....	10 credits
Practical Arts.....	20 credits
(Choices from Art; FCS; Business; ITE; Band, Choir; and Information Technology)	
Physical Education.....	10 credits
(Physical Education 9/Health is required)	
Service Learning – 1 semester required of seniors.....	5 credits
Electives.....	45 credits or more
TOTAL REQUIRED FOR GRADUATION.....	235 CREDITS
TOTAL REQUIRED FOR ALT ED GRADUATION.....	200 CREDITS

CLASS REQUIREMENTS

All students are required to register for at least 8 classes (6 for seniors) each semester.

HIGH SCHOOL INDEPENDENT STUDY COURSES/APEX ONLINE CLASSES

Correspondence courses will be accepted on an individual basis from fully accredited colleges and universities. Tuition must be paid by the student. Students should get approval for such courses from the counselor and principal before registering. APEX online classes are arranged through the counselor's office for credit recovery, credit, or elective. There is no cost. Course work can be done one assigned period a day or on own time. Unit tests must be completed with a teacher. See course list at the end of this booklet.

DUAL CREDIT CLASSES

College classes are offered at Madison High School that give dual credit from Madison High School and either Northeast Community College or Central Community College. Tuition is paid by the student to the college. **Analytic Geometry/Calculus I** is available here for dual credit from MHS, CCC or NECC, **English 1010 and 2100** is dual-credit from CCC. A student must be in the upper half of their class or have a certain ACT score for certain classes. See the counselor for details.

COLLEGE COURSES

Students may take courses at Northeast Community College or at Central Community College -Columbus to begin their college credits. Tuition must be paid by the student. Students should get approval for such courses from the high school counselor and principal before registering. Taking Distance Learning classes, on-line and tele-courses from other high schools and NECC are available through our distance learning room.

COURSES OF STUDY

Students who have established the goal of attending college should take extra time in preparing their academic schedule. As the catalogs of each individual college will show, some require a foreign language, others may require additional math or science classes. These catalogs are available in the Guidance Office. Each student should, together with parents, counselor, and teachers, determine a course of study that is as beneficial as possible. The following examples of courses of study:

GENERAL PROGRAM

Language Arts	40 credits
Social Studies	40 credits
Mathematics	30 credits
Science	30 credits
Practical Arts	20 credits
Physical Education	10 credits
Personal Fin/Econ	10 credits
Comp. Applications	5 credits
Service Learning	5 credits
<u>Electives</u>	<u>45 credits</u>

TOTAL 235 CREDITS

COLLEGE PREPARATORY PROGRAM

Language Arts	40 credits
Social Studies	40 credits
Mathematics	40 credits
Science	40 credits
Practical Arts	20 credits
Foreign Language	20 credits
Physical Education	10 credits
Personal Fin/Econ	10 credits
Comp. Applications	5 credits
Service Learning	5 credits
<u>Electives</u>	<u>35 credits</u>

TOTAL 275 CREDITS

TOTAL ALT ED-200 CREDITS (25 less electives)

In the general program, the student may use electives to take business, vocational and/or technical courses that may suit their needs after graduation. The student who is planning to attend a four year college or university should take our most challenging courses. The student is encouraged to take as many courses in mathematics, science, foreign language, social studies, and language arts as time permits. Many students who do outstanding work in high school are credited with this achievement and are permitted to take more advanced honor courses in college.

WEIGHTED CLASSES

Certain courses at Madison High School are given a weight to be used when determining a student's class rank. This weighting is an indicator of relative difficulty and/or intensity of a given course. This weighting system is used **ONLY** in determining rank in class. Only courses requiring a prerequisite will be weighted:

Level IV = +4 points added to grade - Math 2000 Analytic Geometry/Calculus I

Level III = +3 points - English 1010 & 2100, All dual credit college classes

Level II = +2 points – Anatomy & Physiology, Physics, Chemistry, Trigonometry/Pre-Calculus, Spanish IV.

Level I = +1 point added – Algebra II, Spanish III, Sociology.

Level O = +0 - All other required courses and electives

FINALS

All Juniors and Seniors may be required to take comprehensive semester tests. The semester tests count 1/7th of the semester grade.

PREREGISTRATION

During the spring, preregistration process allows students to select the courses they plan to take and also enables the school to begin a schedule and determine staff needs for the coming year. It is important that students only schedule courses they plan to take for the next year. Students will be allowed to take courses only in regular sequence. Students should check carefully in the section "Description of Courses" to be certain that they have the prerequisites required for each course they choose.

DROP AND ADD

Students will be allowed to drop and add classes prior to the school year and only one week after the first week of classes each semester. Any other changes or conflicts must be made through the counselor after the first week. Students wishing to change their schedule should obtain a Schedule Change from the Guidance Office. Any student who drops a class after the first week for either semester will be given a grade of Withdrawn Failing.



GRADE CLASSIFICATIONS

Grade 9: 0-50 credits and one year of high school attendance

Grade 10: 51-109 credits and two years of high school attendance

Grade 11: 110-159 credits and three years of high school attendance

Grade 12: 160 or more credits and four years of high school attendance

INSTRUMENTAL MUSIC, VOCAL MUSIC, AND EXTRA-CURRICULAR ACTIVITIES

Students may participate in band and/or chorus as electives with any course of study. Students may also participate in extracurricular activities and sports provided they maintain minimum eligibility status. A \$40 one-time fee will be need to be paid before participating .

DEFINITION OF TERMS

REQUIRED - All students planning to graduate from Madison High School must successfully complete these courses.

ELECTIVES - Courses which the student may choose to complete their academic program.

CREDIT HOURS - These are the units of value put on a course. Credit hours vary according to the course and students should check the course descriptions. Most courses are five credits per semester.

PREREQUISITE - This is the minimum demonstrated competency, skill, or requirement needed to enroll in a course.

HONOR ROLL - To be eligible for Honor Roll status at Madison High School a student must maintain a minimum grade average (not weighted) of 94% during the grading period.

HONORABLE MENTION - Students whose grade average (not weighted) in between 90% and 93.9% will be considered Honorable Mention during the grading period.

RANK IN CLASS - Rank in class is based on weighted grade average, and compares the student's relative rank with all other students in his class. The top ten percent of each class rank will be recognized during Honors Night.

INSTRUCTOR PERMISSION - A class may require a signature from the instructor when a prerequisite has not been met or when a student transfers in from another school who has not had the prerequisite.

EXTENSION COURSES

Students may receive credits to apply toward graduation by taking extension courses from approved post-secondary learning institutions, if approved by the principal and/or superintendent. These courses may be ordered through the school, but the student taking such course(s) will pay the initial cost

GRADING SYSTEM

1. GRADING: A= 94%--100% B= 86%--93% C=78%--85%
D= 70%--77% F= 69% and below

A student will be ineligible if:

- a. he/she has below a 70% average in two classes or
- b. he/she has below a 60% in any one class.

Report card and permanent records will have academic class grades recorded in the numerical form. No student will receive a report card grade above 100%. Band, choir, and physical education grades will also be recorded for credit but are not included in the class rank.

HONOR ROLL

An honor roll (GPA without weighted classes) will be issued at the end of each semester, for high school only. Students who have at least a 94 average will be eligible. Those students maintaining a 90-93 average are eligible for honorable mention.

INCOMPLETE GRADES

Students may receive incomplete grades on report cards if they have not completed course work in allotted time. Individuals with extended illnesses will be considered.

NATIONAL HONOR SOCIETY

1. At the beginning of a semester, a number of faculty members are asked to serve on the membership selection committee.
2. The faculty advisor is an ad hoc member of the faculty council but does not vote.

3. For the purpose of membership consideration, the principal provides the selection committee with a roster of students who are eligible scholastically. From this roster, the committee selects inductees using the four criteria of scholarship, leadership, character, and service.
4. A comparative rating sheet may be used to help the committee evaluate candidates, but final membership selection must be subsequent to a formal vote of the council sitting in plenary session.
5. In the early spring/late fall of each term, members will be selected from the sophomore and junior classes in the manner described above. In the early fall, members will be selected from the junior and senior classes.

ACTIVITIES/ ATHLETICS ELIGIBILITY

All students have the ability of receiving Madison Middle/High School Activities Handbooks. Students and parents are to read the handbook and become familiar with the information it contains. The handbook contains all rules for eligibility.

1. Each student must meet eligibility requirements. All students are eligible for the first contest/performance of each activity.
2. A student will be ineligible to compete or perform interscholastically if:
 - a. he/she has below a 70% average in two classes or
 - b. he/she has below a 60% in any one class.

A student will be ineligible for one week. Ineligibility begins on Sunday and ends the following Saturday evening. If there is a week (short week) where a student does not have an opportunity to improve his/her grade, the principal or designee may waive ineligibility for the following week.

3. Eligibility is considered for all activities. The term "activities" shall mean all events in which students are supervised by MPS staff, transported in MPS vehicles, wear MPS uniforms, or use MPS equipment.
4. ALL MS/HS Students will be required to attend before and after school practices unless the head coach or sponsor excuses them.
5. Students who have medically verified illnesses will be provided time to make up work. The principal will have the right to waive ineligibility.

6. A student placed on the ineligible list will be allowed to participate in the following activities during the restriction period:
 - a. Attend all regularly scheduled class periods.
 - b. Attend any convocation or assembly designed for all or part of the student body.
 - c. Participate in a class trip that is developed and supervised by the classroom teacher, is expected to be attended by all members of the class, is considered part of the curriculum for that particular class and takes place during the confines of that particular class period.
 - d. Students may be given an alternative assignment if they are ineligible to attend the field trip, etc.
8. The NSAA and Madison Public Schools require all high school students to pass 20 semester credit hours in order to be eligible for the next semester.

REGULATIONS REGARDING ALCOHOL, DRUGS, TOBACCO, AND OTHER BEHAVIORS

The following rules and standards concerning student conduct related to alcohol, tobacco, drugs, and other behaviors are established to assist the Madison Public Schools in promoting healthy lifestyles, encouraging safe choices and behaviors, and carrying out the school's educational function. These rules and standards shall be in effect for all students beginning on the first day of 6th grade or the first day of fall sports practice as set by the NSAA or at the time the student enrolls in the Madison Public Schools and will continue on a year-round basis from that time until such time as the student graduates from Madison High School or ceases to be enrolled in the Madison Public Schools.

EXPECTATIONS: Madison Public School students are expected to obey all laws, policies, etc. of the United States, the State of Nebraska, the City of Madison, and the Madison Public Schools. Further, it is expected that MPS students will be honest in their conversations with MPS staff regarding actions related to this regulation.

INFRACTIONS: Students who choose to demonstrate any of the following behaviors are subject to disciplinary consequences.

1. Knowingly possessing, using, being under the influence of, selling or distributing alcohol or illegal drugs, possessing drug paraphernalia, or admitting to or being convicted of minor in possession or minor in consumption. Students shall not knowingly remain in an area where

minors are consuming alcoholic beverages other than their own residence or a recognized place of worship. Students shall not knowingly remain in an area where illegal drugs are being used.

2. Possessing or using tobacco products.
3. Engaging in any activity classified as a Class III Misdemeanor or more serious offense, as provided by the laws of the State of Nebraska. Offenses include but are not limited to: assault, threats and intimidation of students and/or faculty, shoplifting, theft, etc.
4. Bringing to school, possessing, handling, or transmitting or using any dangerous weapon in school, on school grounds, or at a school function off of school grounds.
5. Violating the Madison Public School's Harassment Regulation.
6. Anything that is not specifically identified above, but which constitutes a danger to other students, interferes substantially with any extracurricular activity, or is deemed by the administration to be incompatible with the standards required of students enrolled in the Madison Public Schools.
7. Committing an act classified as a felony by the State of Nebraska may be considered a third offense under this regulation.

Note: This list of infractions is not intended to be all-inclusive. School officials and the Board of Education will deal with all violations and consequences on an individual basis in consideration of the unique details and circumstances involved in each situation and in observance of the district's established procedures for considering appeals or grievances.

PROCEDURES:

Reporting Violations: violations of the expectations noted above may be self-reported by the student or may be reported by any person witnessing the conduct to any school official (Lead Teacher, Athletic Director, Counselor, or Principal). Anonymous reports will be disregarded unless there is an immediate threat to the safety of students, staff, or facilities.

Investigation: upon any report of a potential violation of this regulation, the school official receiving the report will complete each of these steps:

1. report the potential violation to an identified school official.
- 2a. If the report is initiated by a student, the school official will document the exact time and date of the student-initiated report and will schedule a meeting to discuss details of the violation when a parent/guardian is able to be present.
- 2b. If the report is initiated by a person witnessing the conduct, the school official will document reported details of the violation and will schedule a meeting to discuss details of the violation when a parent/guardian is able to be present. An alleged violation of this regulation by a student may only be investigated by school officials if the report is received within one calendar year of the date the alleged violation.
3. the school official will make reasonable attempts to contact the parent/guardian to schedule a meeting of the student, the student's parent/guardian, and any two school officials within 30

hours. A phone conference will be a suitable alternative to the face to face meeting. The purpose of this meeting will be to determine whether a violation of this regulation has occurred, to document all relevant details of that violation, and to assign consequences based on that violation. In the event that the parent/guardian does not schedule the meeting or does not attend the scheduled meeting, the parent/guardian waives the right to be present for the meeting and the meeting will proceed as scheduled.

4. school officials participating in such a meeting will prepare a written summary of the meeting which will be reported to school administration and filed in the student's individual student folder.

Assignment of Consequences: consequences assigned a student will generally begin on the day of the violation meeting, or at such other time as specified by a school administrator. Any student serving a consequence at any level of offense will be suspended from publicly representing MPS and/or attending on- or off-campus MPS activities. Any student serving a consequence at any level of offense will be permitted to attend and participate in practices, meetings, class period activities and lessons subject to any further restrictions noted below. The term "activities" shall mean all events in which students are supervised by MPS staff acting in that capacity, transported in MPS vehicles, wear MPS uniforms, or use MPS equipment. Activities from which a student may be suspended also include events such as Coronation and Prom, but not Commencement.

Coaches and sponsors shall have the authority to request students in that specific organization who are suspended through his regulation to attend public school events in a service role, but such students shall not wear uniforms, compete or perform individually or as part of a group, or in any other way publicly represent the school.

School officials may specify the frequency of alcohol/drug evaluations and identify who may provide such evaluations. In all cases, the student/parent/guardian shall be responsible for all costs associated with the evaluations. A list of local agencies providing evaluations is available from the principal, school nurse, or guidance counselor.

Consequences for school activity participants:

1. 1st offense: suspended from publicly representing the school for 14 days
A first offense consequence may be reduced to 7 days provided the student reports the violation within 24 hours of violation and before participating in the next school activity to the lead teacher, athletic director, counselor, or principal.
2. 2nd offense: suspended from publicly representing the school for 28 days
Note: Re-admittance into the activities program will require an alcohol/drug evaluation performed at student/guardian expense

and successful compliance with all recommendations that arise from that evaluation if the previous and second offense were alcohol or drug related.

3. 3rd offense: suspended from publicly representing the school for 1 calendar year (365 days)
Note: Re-admittance into the activities program will require an alcohol/drug evaluation performed at student/guardian expense and successful compliance with all recommendations that arise from that evaluation if the previous and third offense were alcohol or drug related.
4. 4th offense: suspended from publicly representing the school for remainder of middle school or high school career
Note: Re-admittance into the activities program will require an alcohol/drug evaluation performed at student/guardian expense and successful compliance with all recommendations that arise from that evaluation if the previous and fourth offense were alcohol or drug related.

Consequences for students who are not school activity participants:

1. 1st offense: required to perform 20 hours of approved community service work
A first offense consequence may be reduced to 10 hours provided the student reports the violation within 24 hours of the violation to the lead teacher, athletic director, counselor, or principal. All assigned community service hours must be completed in order to qualify for Senior privileges.
2. 2nd offense: suspended from school for 1 day and required to perform 30 hours of approved community service work
Note: all assigned community service hours must be completed in order to qualify for Senior privileges.
3. 3rd offense: suspended from school for 2 days and required to perform 40 hours of approved community service work
Note: all assigned community service hours must be completed in order to qualify for Senior privileges.
4. 4th offense: suspended from school for 3 days required to perform 50 hours of approved community service work
Note: all assigned community service hours must be completed to qualify for Senior privileges.

Legal Protection: In the event the student contests an alleged violation resulting from a citation or other legal action that may result in court action, school officials have the authority to defer consequences until the issue has been resolved in the court system.

Appealing Assigned Consequences: In the event that consequences assigned by school officials through this regulation are contested by the student or his/her parent/guardian, the offended party may appeal the consequences assigned by submitting a written appeal to the Superintendent. When such an appeal is filed with the superintendent, all consequences assigned will be immediately suspended and deferred until the superintendent has completed a review of the details of the violation and the assigned consequences. The superintendent will

issue a written statement either affirming the consequences as originally assigned or modifying them in some manner. In the event that any assigned consequences remain following the superintendent's review, those consequences or the modified consequences will be implemented at the time the superintendent issues his response to the appeal. Appeals of the superintendent's decision may be considered by the Grievance Committee of the Board of Education.

Eligibility Timeline: All consequences and timelines refer to a student's 3-year middle school career or 4-year high school career. Student eligibility under this regulation will begin anew upon the student's enrollment in grade 9.

Eligibility Reinstatement for Students Participating in School Activities: Any student suspended a second time from publicly representing the school through this regulation who successfully completes all requirements of any diversion or probation program, pays any fines, complies with all recommendations of counseling and/or drug/alcohol evaluations, and completes 20 hours of approved community service may reduce the second suspension by up to 14 days. Any student suspended a third or fourth time from publicly representing the school through this regulation who successfully completes all requirements of any diversion or probation program, pays any fines, complies with all recommendations of counseling and/or drug/alcohol evaluations, and completes 60 hours of approved community service may reduce the third or fourth suspension by up to 90 days. This process of buying back suspension time may be repeated. Any days suspended through this provision shall be deducted from the end of the suspension period.

Community service hours specified in the suspension buyback provision shall meet each of these criteria:

1. Must be apart from MHS service learning hours and apart from any community service hours assigned by the legal system;
2. Must be approved in advance by any two of the following: A.D., principal or superintendent; and,
3. Must be documented in writing by the supervisor at the location where the student is working.

Once the community service hours have been completed, the student may submit a buyback request to the Activities Director or Athletic Director, who will then form a committee to consider the request. The Activities Director or Athletic Director shall have the responsibility to select members of this committee and will select one committee member from each of the following groups: board of education, administration, staff, activity sponsors, and any other representative(s) deemed appropriate. It will be the student's responsibility to demonstrate a positive change in attitude and actions through his/her records of attendance, conduct, grades, and community activities to the appointed committee. This committee will consider the above items as well as teacher and administrative recommendations, school attendance, conduct, grades, any other legal issues/problems, etc. when determining possible reduction suspension (attendance and/or participation) time. The length of reduction (if any) will be left to the discretion of the Committee.



STANDARDTM RESPONSE PROTOCOL

STUDENT SAFETY

A critical ingredient in the safe school recipe is the classroom response to an incident at school.

Weather events, fire, accidents, intruders and other threats to student safety are scenarios that are planned and trained for by students, teachers, staff and administration.

SRP

Our school is expanding the safety program to include the Standard Response Protocol (SRP). The SRP is based on these four actions. Lockout, Lockdown, Evacuate

and Shelter. In the event of an emergency, the action and appropriate direction will be called on the PA.

LOCKOUT - "Secure the Perimeter"

LOCKDOWN - "Locks, Lights, Out of Sight" **EVACUATE** - "To the

Announced Location" **SHELTER** - "For a Hazard Using a Safety Strategy"

TRAINING

Please take a moment to review these actions. Students and staff will be trained, and the school will drill these actions over the course of the school year.

More information can be found at <http://iloveguys.org>

LOCKOUT

SECURE THE PERIMETER

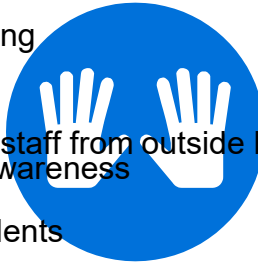
Lockout is called when there is a threat or hazard outside of the school building.

STUDENTS:

- Return to inside of building
- Do business as usual

TEACHERS

- Recover students and staff from outside building
- Increased situational awareness
- Do business as usual
- Take roll, account for students



LOCKDOWN

LOCKS, LIGHTS, OUT OF SIGHT

Lockdown is called when there is a threat or hazard inside the school building.

STUDENTS:

- Move away from sight
- Maintain silence

TEACHERS:

- Lock classroom door
- Lights out
- Move away from sight
- Maintain silence
- Wait for First Responders to open door
- Take roll, account for students



EVACUATE

TO A LOCATION

Evacuate is called to move students and staff from one location to another.

STUDENTS:

- Bring your phone
- Leave your stuff behind
- Form a single file line
- Show your hands
- Be prepared for alternatives during response.

TEACHERS:

- Grab roll sheet if possible
- Lead students to Evacuation Location
- Take roll, account for students



SHELTER

FOR A HAZARD USING SAFETY STRATEGY

Shelter is called when the need for personal protection is necessary.

SAMPLE HAZARDS:

- Tornado
- Hazmat

SAMPLE SAFETY STRATEGIES:

- Evacuate to shelter area
- Seal the room

STUDENTS:

- Appropriate hazards and safety strategies

TEACHERS:

- Appropriate hazards and safety strategies
- Take roll, account for students



The Madison Public School

and the parents of students participating in activities, services, and programs funded by Title I have jointly developed this Compact which outline how the parents, school staff, and students will share the responsibility for improved student academic achievement and the means by which the school and parents will build and develop a partnership to help children achieve the State's high standards.

School Responsibilities:

The faculty and staff of the District, will:

- Provide high quality curriculum and instruction in a supportive and effective learning environment to enable children to meet the challenging State academic standards.
- Consider the promises made in the Compact at parent-teacher conferences.
- Provide parents with frequent progress reports pursuant to district policy.
- Communicate and work with families to support students' learning.

Parent Responsibilities:

The parent(s) will support their child's learning in the following ways:

- Communicate and work with teachers and school staff on an ongoing basis to be involved and support my child's learning.
- Value and support my child's attendance at school.
- Ensure that homework is completed.
- Promote positive use of my child's extracurricular time.
- Participate in parent groups that support the district's students.
- Endeavor to stay informed about my student's progress and request updates as needed.

Student Responsibilities:

The student will share the responsibility to improve his or her academic achievement in the following ways:

- Cooperate with my teachers in school and be responsible for my behavior.
- Complete all of my homework assignments on time.
- Participate to the best of my ability in all of my classes.
- Participate in extracurricular activities which will help me become a better student and stay active in my school and community.
- Let my teachers and family know when I need help.