

Ainsworth Community Schools
Board of Education
Regular Meeting
District Office
July 12, 2021 - 8:00 PM

AGENDA

The Mission Slogan of Ainsworth Community Schools is "ACS CARES: We are Committed to Achieving Results for Everyone's Success"

In accordance with the Nebraska Open Meetings Act 84-1407-14 the Open Meetings Act is posted on the south wall of the District Office Board Meeting Room.

The Board reserves the right to move into closed session to protect the public interest or needless injury to the reputation of an individual for any action item listed on the agenda. The Board may, at its discretion, change the order of the agenda to accommodate unforeseen issues related to an agenda item.

1. Opening Procedure, Regular Meeting of Board
 1. Call to Order, Roll Call, and Pledge of Allegiance
 2. Welcome Extended to Visitors
 3. Community Input on any Topic: This is your opportunity to speak to any topic concerning the school district. Since it is not an agenda item the board cannot discuss or take action at this time on the matter. Future discussion can be requested as an agenda item. Thank you for your participation.
 4. Community Input on Agenda Items: This is your opportunity to speak to items on the agenda. If you are not a part of the presentation of the agenda item you need to speak now. Thank you for your participation.
 5. Community Input on use of ESSER III ARP Funds: This is your opportunity to offer input concerning how the district will use its allocated ESSER III ARP funds. We are allowing for community input on this topic as required as part of the NDE and Federal application process the district is going through to be eligible for the 3rd round of ESSER stimulus funds.
 6. Consent Agenda
 1. Minutes of Previous Meeting(s) , attached
 2. Set the next regular meeting for August 9, 2021, at 8:00 p.m. in the District Office. The current agendas will be available for public inspection in the office of the superintendent.
 3. Payment of Claims, Authorization Report, attached
 4. Cash Flow & Financial Reports
2. Reports/Information to the Board
 1. Principals and Activities Director Reports
 2. Superintendent Report
3. Action Items
 1. Approval of Student-Parent, Athletics/Activities, and Teacher Handbooks for 2021-22
 2. Approval of Bus Routes for 2021-22
 3. Enrollment Option Request
 4. NASB Policy Updates - June 2021 (First Reading)
 5. Surplus of District Property/Equipment
 6. Approval of Gym Video Board Installation

4. Adjourn

June 14, 2021

The Americanism, Curriculum and Multicultural Education committee held the 2nd meeting regarding American Civics as required by LB 399 on Monday, June 14, 2021 at 7:30 p.m. followed by the Regular Board Meeting at 8:00 p.m. Board members present: Brad Wilkins, Scott Erthum, Jessica Pozehl, Frank Beel, Mark Johnson and Jim Arens. Board members absent: None. Also present were Principals Steve Dike, Ben Wright and Superintendent Dale Hafer. There were a few guests in attendance.

Notice of the meeting was in the Ainsworth Star Journal and on radio station KBRB.

As noted during the meeting a current copy of the Open Meetings Act was posted on the south wall of the District Office.

The Board Committee on Americanism, Curriculum, and Multicultural Education met to discuss American Civics. Principal Steve Dike shared information with the committee about American Civics efforts, activities and curriculum. Superintendent Dale Hafer summarized the 1st meeting from May 10th and discussed how the district has fulfilled its requirements related to American Civics. No patrons were present to address the committee, even though public time was allowed. The meeting concluded at 8:00 p.m.

President Jim Arens called the regular meeting to order at 8:00 p.m. Board members present: Brad Wilkins, Scott Erthum, Jessica Pozehl, Frank Beel, Mark Johnson and Jim Arens. Board Member Absent: None. Also present were Principals Steve Dike and Ben Wright and Superintendent Dale Hafer. There were a few guests in attendance.

Motion was made by Mark Johnson seconded by Scott Erthum to approve the following consent agenda items: Minutes of the May 10th meetings, claims in the amount of \$153,782.37 from the General Fund, \$14,231.25 from the Depreciation Fund, \$22,259.95 from the Hot Lunch Fund, \$592,557.00 from the Special Building Fund and \$353.14 from Section 125. The Cash Flow Report for the month of May was given. The Treasurer's Report was given as follows: Cash Assets: May 31st \$3,576,528.95. The next regular board meeting will be July 12th at 8:00 p.m. in the District Office. Roll call vote: Unanimous. Motion carried.

37980	AINSWORTH STAR-JOURNAL	470.23
37981	AKRS EQUIPMENT	46.94
37982	ALUMINUM ATHLETIC EQUIPMENT CO	30.00
37983	AMAZON CAPITAL SERVICES	5,029.80
37984	AMY RICHARDSON	1,868.24
37985	ANDREW PADDOCK	1,963.08
37986	APPEARA	57.85
37987	BJ'S INSTRUMENT REPAIR	360.00
37988	BLACK HILLS ENERGY	2,189.88
37989	BLICK ART MATERIALS	366.40
37990	BOMGAARS	819.64
37991	BROWN COUNTY HOSPITAL	988.56
37992	BUCKLES AUTOMOTIVE	24.78
37993	CASCADE SCHOOL SUPPLIES	58.37
37994	CDW GOVERNMENT LLC	1,420.66
37995	CENTRAL VALLEY AG	803.48
37996	CENTURY LUMBER CENTER	237.09
37997	CITY OF AINSWORTH	558.50
37998	COLONIAL RESEARCH CHEMICAL	329.44

38065	TROXELL COMMUNICATIONS, INC	1,473.22
38066	VISA	976.30
38067	VISA	27.50
38068	WAGeworks	140.00
38069	ANGELA WELKE	1,073.61
38070	WEX BANK	955.35
38071	EMILY WHIPPLE	174.22
38072	LAURIE WITTE	31.65
38073	WM KROTTER CO-AINSWORTH	811.34
38074	ACCO BRANDS USA LLC	155.30
38075	AMAZON CAPITAL SERVICES	59.80
38076	INTRADO INERACTIVE SERVICES	1,231.13
38077	MIDWEST TECHNOLOGY PRODUCTS	460.80
38078	MORRISON UNDERGROUND SPRINKLERS	245.00
1105	WAGE WORKS INC	353.14
332	CONDITIONED AIR MECHAINICAL	14,231.25
3511	LUNCHTIME SOLUTIONS	327.04
3512	ANITA HEMPEL	8.35
3513	CODY KRONHOFMAN	12.85
3514	JULIENE MURPHY	9.55
3515	MARGO JOHNSON	42.75
3516	KIM SMITH	45.90
3517	STEPHEN CRILE	8.55
3518	DALE HAFER	18.25
3519	AINSWORTH STAR-JOURNAL	112.50
407	FIRST NATIONAL BANK OMAHA	435,480.00
408	FACILITY ADVOCATES	157,077.00

Elementary Principal Curtis Childers reported on the following: Monthly Mission for May is “Celebrate each other and all the great things we have done this year!”, NSCAS, MAPS, DIBELS, Summer School, 2021-22 Schedule and K-6 Enrollment.

High School Principal Steve Dike reported on the following: Enrollment, Vaccination Clinic, Summer School, Honor Roll, Community Betterment Day, Vaccination Clinic, Academic Awards Ceremony, Summer School, Computer Bags, Graduation, Semester Test Schedule, Intervention Time.

Activities Directors Scott Steinhauser and Jared Hansmeyer reported on the following: KBRB Athlete of the Year, Track, Boys Golf, Pre-participation Physicals, Summer Strength and conditioning program, Girls Wrestling as a new sport, MS Golf, Gym Floor project and Community Center Gym floor water damage.

Superintendent Dale Hafer reported on the following: Financial Report, Strategic Planning, Facilities, Transportation and COVID Update. Bullying Prevention Policy 504.20 was reviewed.

Motion was made by Scott Erthum and seconded by Jessica Pozehl to pay the invoice from Conditioned Air Mechanical for \$14,231.25 with Depreciation Funds. Roll call vote: Unanimous. Motion carried.

Motion was made by Jim Arens and seconded by Frank Beel to adjourn the meeting at 8:50 p.m. Roll call vote: Unanimous. Motion carried.

June 23, 2021

The Ainsworth Board of Education meet at 7:00 p.m. on Wednesday, June 23rd, for a work session in the ACS District Office. The purpose of the work session was to discuss current facility projects. All Board members were in attendance except for Mark Johnson, who was engaged in local volunteer firefighting efforts. Also present were Scott Steinhauser and Dale Hafer. The board discussed logos, lines, and paint color schemes for the new gym floor. Supt. Hafer updated the board on progress related to other summer projects. AD Steinhauser provided the board information about the possible video board project with the Booster Club. The work session concluded at 8:45 p.m.

<u>Vendor Name</u>	<u>Invoice</u>	<u>Check #</u>	<u>Amount</u>	<u>Description</u>
Checking	1	Fund: 01	GENERAL FUND	
1ST CLASS AUTO	19506	38097	136.11	DOOR TRIM PANEL & PAINT
1ST CLASS AUTO	19599	38097	1,047.96	SUBURBAN REPAIRS
1ST CLASS AUTO	19680	38097	166.45	2009 VAN DOOR REPAIR
1ST CLASS AUTO	19709	38097	801.81	2014 DODGE MINIVAN BRAKES
1ST CLASS AUTO	19778	38097	996.39	2003 FORD VAN BRAKES
			Vendor Total:	3,148.72
AINSWORTH MOTORS	969	38098	28.75	2010 VAN OIL CHANGE
			Vendor Total:	28.75
AINSWORTH STAR-JOURNAL	18538-J-30-26-	38099	136.69	MINUTES, DRIVERS ED
	--		Vendor Total:	136.69
AKRS EQUIPMENT	2800809	38100	30.99	STIHL MOTO MIX
AKRS EQUIPMENT	2814501	38100	82.99	PRO LINE
			Vendor Total:	113.98
AMAZON CAPITAL SERVICES	13K4-VNR7-NJQM	38101	21.76	CALENDARS
AMAZON CAPITAL SERVICES	14TN-GW4J-744V	38101	185.96	CHROMACAST DOUBLE BRACE PRO
AMAZON CAPITAL SERVICES	16FL-R9XV-FTHX	38101	126.58	RETRACTABLE EXTENSION CORD
AMAZON CAPITAL SERVICES	1743-MSFQ-YDKV	38101	32.06	SCRABBLE BULLETIN BOARD
AMAZON CAPITAL SERVICES	19WK-FGNY-YN4J	38101	149.19	COMPUTER MONITOR
AMAZON CAPITAL SERVICES	1CKN-VRC9-MKDN	38101	555.84	NITRILE DISPOSABLE GLOVES
AMAZON CAPITAL SERVICES	1DTD-WF7D-GHX1	38101	96.36	ZIPPER POUCHES
AMAZON CAPITAL SERVICES	1GDD-JLWQ-J7YN	38101	239.69	ART DRYING RACK
AMAZON CAPITAL SERVICES	1GXY-4SPM-VGXT	38101	10.99	DISPOSABLE STERILE SCALPELS
AMAZON CAPITAL SERVICES	1GXY-4XPM-R3MY	38101	321.05	BALANCE FROM ANTI-BURST YOGA BALL
AMAZON CAPITAL SERVICES	1JC6-7613-L4FL	38101	105.98	SIDE TABLES WITH USB & AC CHARGING
AMAZON CAPITAL SERVICES	1JRF-9GDM-6MQH	38101	58.72	ALTO SAXOPHONE REEDS
AMAZON CAPITAL SERVICES	1JVW-GRD3-QR6G	38101	13.96	PAPER MATE PENS
AMAZON CAPITAL SERVICES	1JWC-NMMG-4F6D	38101	327.49	CLASSROOM SEAT BACK CHAIR POCKETS
AMAZON CAPITAL SERVICES	1K71-19LM-Y6RN	38101	653.33	KEYBOARD CONTROLLER
AMAZON CAPITAL SERVICES	1KNR-LMPY-WHRP	38101	80.83	MUSIC
AMAZON CAPITAL SERVICES	1N7R-LW9T-9Y9D	38101	15.98	TWIST TIES FOR CABLES
AMAZON CAPITAL SERVICES	1NLD-LLKK-YVJ3	38101	51.75	AVERY 5 TAB DIVIDERS
AMAZON CAPITAL SERVICES	1QLMWVW7-F741	38102	62.82	COMMAND REFILL REPLACEMENT STRIPS
AMAZON CAPITAL SERVICES	1XQ7-KTC3-J4WD	38102	137.96	WOBBLE STOOL
AMAZON CAPITAL SERVICES	1YC7-X9J3-QGFV	38102	179.93	HUMBLE CREW TOY ORGANIZER
AMAZON CAPITAL SERVICES	1YPQ-1L9N-J7XH	38102	25.77	BULLETIN BOARD SUPPLIES
			Vendor Total:	3,454.00
BLACK HILLS ENERGY	BH90-JUN2021	38103	216.27	NATURAL GAS
			Vendor Total:	216.27
BLICK ART MATERIALS	6541996	38104	58.50	SELECT SYN ANGLE SHD
BLICK ART MATERIALS	6543211	38104	305.08	WC BOARD, PASTEL, SCULTURE WIRE, SUPPI
			Vendor Total:	363.58
BOMGAARS	32577552-	38105	671.44	WALL PLATE, CONNECTOR, BLEACH,SHOP VAC
	-----		Vendor Total:	671.44
BROWN COUNTY HOSPITAL	900175-0034-	38106	756.72	PT SERVICES
	---		Vendor Total:	756.72

<u>Vendor Name</u>	<u>Invoice</u>	<u>Check #</u>	<u>Amount</u>	<u>Description</u>	
BUCKLES AUTOMOTIVE	330025-331941	38107	232.42	FIX A FLAT,OIL,FILTERS	
				Vendor Total:	232.42
CAROLINA BIOLOGICAL SUPPLY CO.	51425389	38108	51.52	SEED CORN	
				Vendor Total:	51.52
CASCADE SCHOOL SUPPLIES	66182	38109	71.60	BOARD MARKERS, POSTER MOUNTS, PENCILS	
				Vendor Total:	71.60
CDW GOVERNMENT LLC	F651068	38110	2,695.55	BRENTHAVEN SLIM SLEEVES	
				Vendor Total:	2,695.55
CENGAGE LEARNING	74506466	38111	488.40	WORKBOOKS	
				Vendor Total:	488.40
CENTRAL VALLEY AG	G2816063-0020	38112	284.33	FUEL	
				Vendor Total:	284.33
CENTURY LUMBER CENTER	449397-451718	38113	1,389.78	BITS, BOARDS, HOOKS, KEY, CONCRETE	
				Vendor Total:	1,389.78
CITY OF AINSWORTH	CA-JUN2021	38114	662.60	WATER, GARBAGE, SEWER	
CITY OF AINSWORTH	CA-JUN2021FBLJ	38114	333.90	WATER	
				Vendor Total:	996.50
COMPUTER ETC.	91832	38115	711.96	DREMEL 3D, MEMORY READER, DISC, CHARG.	
				Vendor Total:	711.96
E S U #17-MAIN	ACS-2	38117	59,303.29	SERVICES	
				Vendor Total:	59,303.29
EGAN SUPPLY CO	336682	38118	7,641.03	KODIAK K19 SERIES 28" DISK SCRUBBER	
EGAN SUPPLY CO	338440	38118	26.80	14" SPRAY & POLISH FLOOR PADS	
EGAN SUPPLY CO	338442	38118	89.33	TILE/GROUT SCRUB PADS	
				Vendor Total:	7,757.16
ESU #10	06302021	38119	200.00	TECHNOLOGY TRAINING POWERSCHOOL	
				Vendor Total:	200.00
ESU13	DHH0009	38120	292.53	DEAF & HARD HEARING SERVICES	
				Vendor Total:	292.53
ESU2	CANVAS0103	38121	525.00	CANVAS SUBSCRIPTION	
				Vendor Total:	525.00
FES	012169	38122	1,150.00	SOCS WEB HOSTING ANNUAL	
				Vendor Total:	1,150.00
FLOOR MAINTENANCE	WEB-12633	38123	130.95	CX3 BIO-ASSIST	
				Vendor Total:	130.95
FREE SPIRIT	269479	38124	37.92	TOOLS FOR LIFE, REAL STORIES	
				Vendor Total:	37.92

<u>Vendor Name</u>	<u>Invoice</u>	<u>Check #</u>	<u>Amount</u>	<u>Description</u>	
FREUDENBURG, MELISSA	MF-MAY2021	38125	331.96	MAY MILEAGE	
			Vendor Total:		331.96
FRONTIER DIESEL	2362-2738	38126	1,800.16	2009 REPAIRS & 2006 AC REPAIR	
			Vendor Total:		1,800.16
GENERAL FUND CLEARING ACCOUNT	GFC06302021	38127	14.60	REIMBURSEMENT	
			Vendor Total:		14.60
GEYER INSTRUCTIONAL PRODUCTS	28127	38128	90.75	GRAPH PAPER, NUMBERED AXIS, PROTRACTOR	
			Vendor Total:		90.75
GRIZZLY INDUSTRIAL INC	1060797801	38129	585.30	INDUSTRIAL GRINDER	
GRIZZLY INDUSTRIAL INC	21-202	38129	652.48	FOAM BRUSH, GRIT, TABLE SAW, BELTS	
			Vendor Total:		1,237.78
HAFER, DALE	DH-JUL2021	38130	342.00	MILEAGE TO KEARNEY JUNE 1 & 30	
			Vendor Total:		342.00
INNOVATIVE OFFICE SOLUTIONS, LLC	3395639	38131	5,018.20	SUPPLIES	
			Vendor Total:		5,018.20
ISLAND SUPPLY WELDING CO	244709	38132	19.20	C25	
			Vendor Total:		19.20
JW PEPPER	363432196	38133	169.99	MUSIC	
JW PEPPER	363432373	38133	90.00	MUSIC	
			Vendor Total:		259.99
KENDALL HUNT PUBLISHING COMPANY	12705902	38134	150.56	PICTURE CAREER SURVEY	
			Vendor Total:		150.56
KSB SCHOOL LAW	10178	38135	224.00	LEGAL SERVICES	
			Vendor Total:		224.00
LIBRARY STORE, INC, THE	508029	38136	87.21	LABEL PROTECTORS, BOOK TAPE	
			Vendor Total:		87.21
LITERACY RESOURCES, LLC	93227	38137	208.40	PHONEMIC AWARENESS CURRICULUM	
			Vendor Total:		208.40
MCGRAW-HILL EDUCATION, INC.	118000460001	38138	632.78	READING ACTIVITY BOOKS	
MCGRAW-HILL EDUCATION, INC.	118042898001	38138	856.53	READING TEACHER MATERIALS	
MCGRAW-HILL EDUCATION, INC.	118079456001	38138	689.80	CONNECTING MATH CONCEPTS	
			Vendor Total:		2,179.11
MIDWEST TECHNOLOGY PRODUCTS	2120566-00	38139	687.37	EZ BAR CLAMPS, SANDER, SHOP VAC	
			Vendor Total:		687.37
NASCO	83958	38140	331.02	CHALK, THREAD, PRESS, PANS, PATTERNS	
NASCO	84142	38140	1,038.35	RULERS, TISSUE, FLATS, CANVAS, GLUE S	
NASCO	86961	38140	101.11	STUFFING	
NASCO	95339	38140	34.40	SPRINGFOAM PANS, COVER	

<u>Vendor Name</u>	<u>Invoice</u>	<u>Check #</u>	<u>Amount</u>	<u>Description</u>	
NASCO	97991	38140	77.75	KIT TISSUE FLOWERS	
				Vendor Total:	1,582.63
NE COUNCIL OF SCHOOL ADMIN	67287	38141	150.00	NCE CONFERENCE WHIPPLE	
				Vendor Total:	150.00
NEBRASKA PUBLIC POWER DISTRICT	NPPD-19974-	38142	44.10	ELECTRICITY	
NEBRASKA PUBLIC POWER DISTRICT	NPPD-19977-	38142	31.58	ELECTRICITY	
NEBRASKA PUBLIC POWER DISTRICT	NPPD-	38142	77.74	ELECTRICITY	
NEBRASKA PUBLIC POWER DISTRICT	NPPD19983-	38142	4,883.60	ELECTRICITY	
NEBRASKA PUBLIC POWER DISTRICT	NPPD19986-	38142	152.02	ELECTRICITY	
				Vendor Total:	5,189.04
OFFICE PRODUCTS CENTER	01KN8511	38143	801.91	SERVICE CONTRACT	
				Vendor Total:	801.91
OLSONS PEST TECHNICIANS	212817	38144	88.00	MONTHLY SERVICE	
				Vendor Total:	88.00
ONE SOURCE	1854-20210630	38145	75.00	BACKGROUND CHECK	
				Vendor Total:	75.00
ORIENTAL TRADING CO INC	710231288-01	38146	82.76	BOOKMARKERS, BOOK	
				Vendor Total:	82.76
PAXTON/PATTERSON LLC	394734	38147	152.20	BLADE WOODCUTTING, BANDSAW BLADE	
PAXTON/PATTERSON LLC	394786	38147	118.50	ROLL ABRASIVE READY TO WRAP	
				Vendor Total:	270.70
PITSCO	21-00004888	38148	188.54	EYE DROPPER, GLUE, STICKS	
				Vendor Total:	188.54
PRECISION AUTOBODY	5029	38149	400.93	2009 SUBURBAN REPAIR	
				Vendor Total:	400.93
PRESIDENT'S AWARD PROGRAM	472294	38150	215.34	AWARD CERTIFICATES	
				Vendor Total:	215.34
PRO-ED	2889719	38151	533.18	TRANSITION PLANNING, CIPSI BOOKLETS	
PRO-ED	2889730	38151	133.01	FIS ASSMT BOOKLET, TRANSITION GUIDE	
				Vendor Total:	666.19
RAPIDS	I202191	38152	25.53	DISHER RED HANDLE, COFFEE DECANTER	
				Vendor Total:	25.53
RED & WHITE	RWJUN2021	38153	97.12	SUPPLIES	
				Vendor Total:	97.12
S & S WORLDWIDE INC	100779080	38154	99.26	CONSTRUCTION PAPER	
				Vendor Total:	99.26
SCHOOLARTS MAGAZINE	196114	38155	19.95	SCHOOLARTS MAGAZINE	
				Vendor Total:	19.95

<u>Vendor Name</u>	<u>Invoice</u>	<u>Check #</u>	<u>Amount</u>	<u>Description</u>	
SEESAW	2021-49561	38156	984.50	STUDENT LICENSE	
				Vendor Total:	984.50
SEVEN SPRINGS INC	0102440	38157	45.00	COOLER RENTAL	
SEVEN SPRINGS INC	0102563	38157	11.00	WATER	
				Vendor Total:	56.00
SOCIAL STUDIES SCHOOL SERVICE	SI169855	38158	67.14	WORLD MAP, US OUTLINE MAP	
SOCIAL STUDIES SCHOOL SERVICE	SI169856	38158	18.99	REAL STORY DVD	
				Vendor Total:	86.13
SOFTWARE UNLIMITED INC	20210531-86	38159	7,345.00	ANNUAL FEES, WEB LINK, CENSUS	
				Vendor Total:	7,345.00
STAPLES ADVANTAGE	3478766481	38160	(9.76)	REFUND PAPERMATE PENS	
STAPLES ADVANTAGE	3478766482	38160	9.76	BIC PENS	
STAPLES ADVANTAGE	3478837559	38160	121.30	BATH TISSUE	
STAPLES ADVANTAGE	3478910832	38160	65.39	FOAM PLATES, P-TOUCH	
STAPLES ADVANTAGE	3479026465	38160	66.48	WINDEX	
				Vendor Total:	253.17
STEP 5 INC, DANIELS	53804	38161	137.50	FB FIELD MODIFIED POST	
STEP 5 INC, DANIELS	53884	38161	569.70	AWNING ON BENCH, & BASKETBALL HOOP	
				Vendor Total:	707.20
THREE RIVER TELCO	10380390	38162	639.56	PHONE SERVICE	
				Vendor Total:	639.56
TK ELEVATOR CORPORATION	10000360211	38163	527.61	MAINTENANCE	
				Vendor Total:	527.61
TOWNSEND PRESS	415678	38164	29.93	SCARLET LETTER, HUCK FINN	
				Vendor Total:	29.93
ULINE	134764413	38165	968.34	MOBILE CABINET	
				Vendor Total:	968.34
VISA	DH1967-JUN2021	38166	1,102.70	BOOKS, BATTERY, REMOTES	
				Vendor Total:	1,102.70
WAGEWORKS	2844343	38167	140.00	MONTHLY ADMIN FEE	
				Vendor Total:	140.00
WARD'S NATURAL SCIENCE	8805022214	38168	28.44	PERIODIC TABLE	
				Vendor Total:	28.44
WEST MUSIC COMPANY	SI2017621	38169	98.41	MUSIC	
WEST MUSIC COMPANY	SI2017622	38169	579.34	MUSIC	
WEST MUSIC COMPANY	SI2020155	38169	394.93	CYMBAL & DRUMSTICKS	
WEST MUSIC COMPANY	SI2020417	38169	89.95	PRACTICE PADS	
WEST MUSIC COMPANY	SI2017986	38169	827.93	TEACHER BOOK, MUSIC, SPEAKER	
WEST MUSIC COMPANY	SI2017987	38169	1,353.30	DRUMS ALIVE DRUMTASTIC	
WEST MUSIC COMPANY	SI2017988	38169	973.54	SNARE, CYMBAL, MALLETS, PICKS, SUPPLI	
WEST MUSIC COMPANY	SI2018396	38169	6.95	CABLE 5 FT	

<u>Vendor Name</u>	<u>Invoice</u>	<u>Check #</u>	<u>Amount</u>	<u>Description</u>	
WEST MUSIC COMPANY	SI2019713	38169	20.85	CABLE	
				Vendor Total:	4,345.20
WEX BANK	72587109	38170	66.31	FUEL	
				Vendor Total:	66.31
WM KROTTER CO-AINSWORTH	709063	38171	1,336.17	PAINT, & SUPPLIES	
				Vendor Total:	1,336.17
WRIGHT, BENJAMIN	6859	38172	2,944.05	MOVING EXPENSE	
				Vendor Total:	2,944.05
				Fund Total:	129,373.56
				Checking Account Total:	129,373.56
Checking	13	Fund: 13 SECTION 125			
WAGE WORKS INC	12819639	1106	2,032.47	FUND TRANSFER	
				Vendor Total:	2,032.47
				Fund Total:	2,032.47
				Checking Account Total:	2,032.47
Checking	4	Fund: 06 SCHOOL NUTRITION			
IS RESTAURANT DESIGN EQUIPMENT &	18791	3520	4,659.42	SONIC STEAMER MICROWAVE	
				Vendor Total:	4,659.42
LUNCHTIME SOLUTIONS	30720-30721	19	18,058.70	MAY INVOICES	
				Vendor Total:	18,058.70
				Fund Total:	22,718.12
				Checking Account Total:	22,718.12
Checking	8	Fund: 08 SPECIAL BUILDING			
FACILITY ADVOCATES	1051	410	104,718.00	WINDOW CONTRACT	
				Vendor Total:	104,718.00
GREAT PLAINS SPORTS FLOORING,	107-1	409	52,800.00	MAPLE & SUBFLOORING, BASE & NAILS	
				Vendor Total:	52,800.00
				Fund Total:	157,518.00
				Checking Account Total:	157,518.00

Regular; Beginning Month 06/2021; Processing Month 06/2021; Accounts to Include Accounts with Activity; Fund Number 05

Fund: 05 ACTIVITIES

<u>Chart of Account Number</u>	<u>Chart of Account Description</u>	<u>Beginning Balance</u>	<u>Expenses</u>	<u>Revenues</u>	<u>Balance Change</u>	<u>Balance</u>
05 704	FUND BALANCE	50,000.00	0.00	0.00	0.00	50,000.00
05 704 0101	A CLUB BALANCE	1,281.08	0.00	0.00	0.00	1,281.08
05 704 0105	ACTIVITY TICKET BALANCE	3,111.34	0.00	0.00	0.00	3,111.34
05 704 0106	AD FUNDRAISER BALANCE	1,332.99	60.00	0.00	0.00	1,272.99
05 704 0120	ATHLETICS BALANCE	(953.56)	0.00	0.00	0.00	(953.56)
05 704 0125	BAND BALANCE	12,744.11	1,129.00	0.00	0.00	11,615.11
05 704 0127	BBB FUNDRAISER BALANCE	1,437.60	75.00	0.00	0.00	1,362.60
05 704 0132	BOYS GOLF FUNDRAISER	0.00	0.00	0.00	0.00	0.00
05 704 0136	CLAPPER CD BALANCE	65.49	0.00	6.55	0.00	72.04
05 704 0137	CARL PERKINS BALANCE	297.05	0.00	0.00	0.00	297.05
05 704 0140	CHEER FUNDRAISER BALANCE	642.13	0.00	0.00	0.00	642.13
05 704 0145	CHORUS BALANCE	974.79	252.00	0.00	0.00	722.79
05 704 0167	CONCESSIONS - BULLDOG BALANCE	7,748.50	0.00	0.00	0.00	7,748.50
05 704 0168	VB FUNDRAISER BALANCE	5,610.37	0.00	0.00	0.00	5,610.37
05 704 0169	COCA COLA PARTNERSHIP BALANCE	16,369.53	0.00	0.00	0.00	16,369.53
05 704 0175	DRILL TEAM FUNDRAISER BALANCE	2,998.35	0.00	0.00	0.00	2,998.35
05 704 0180	DRIVER EDUCATION BALANCE	2,260.00	0.00	0.00	0.00	2,260.00
05 704 0185	ELEMENTARY FACULTY BALANCE	8,403.00	115.00	0.00	0.00	8,288.00
05 704 0186	ENTREPRENEUR CLASS BALANCE	156.40	0.00	0.00	0.00	156.40
05 704 0187	ESU INSERVICE BALANCE	487.01	0.00	0.00	0.00	487.01
05 704 0188	EXCELLENCE IN EDUCATION BALANCE	2,436.35	0.00	0.00	0.00	2,436.35
05 704 0190	FBLA BALANCE	1,628.72	0.00	0.00	0.00	1,628.72
05 704 0195	FFA BALANCE	16,779.17	194.00	0.00	0.00	16,585.17
05 704 0196	FFA SWEETCORN BALANCE	1,840.00	0.00	0.00	0.00	1,840.00
05 704 0200	FCCLA BALANCE	2,947.81	0.00	0.00	0.00	2,947.81
05 704 0205	FOREIGN LANGUAGE BALANCE	1,129.63	0.00	0.00	0.00	1,129.63
05 704 0210	GBB FUNDRAISER BALANCE	4,672.69	1,700.00	0.00	0.00	2,972.69
05 704 0215	GENERAL SHOP BALANCE	664.19	0.00	0.00	0.00	664.19
05 704 0220	GEO CAMP BALANCE	2,152.95	0.00	0.00	0.00	2,152.95
05 704 0221	GIRLS GOLF FUNDRAISER BALANCE	350.87	0.00	0.00	0.00	350.87
05 704 0223	MS TRACK FUNDRAISER BALANCE	157.27	0.00	0.00	0.00	157.27
05 704 0225	HIGH SCHOOL FACULTY BALANCE	2,354.38	75.00	0.00	0.00	2,279.38
05 704 0230	INTEREST BALANCE	11,339.60	0.00	107.38	0.00	11,446.98
05 704 0235	INVESTMENTS BALANCE	(50,000.00)	0.00	0.00	0.00	(50,000.00)
05 704 0240	ONE ACTS BALANCE	(177.55)	0.00	0.00	0.00	(177.55)
05 704 0244	FOOTBALL FUNDRAISER BALANCE	3,838.58	345.00	30.00	0.00	3,523.58

Regular; Beginning Month 06/2021; Processing Month 06/2021; Accounts to Include Accounts with Activity; Fund Number 05

Fund: 05 ACTIVITIES

<u>Chart of Account Number</u>	<u>Chart of Account Description</u>	<u>Beginning Balance</u>	<u>Expenses</u>	<u>Revenues</u>	<u>Balance Change</u>	<u>Balance</u>
05 704 0245	LIBRARY BALANCE	13,581.22	0.00	0.00	0.00	13,581.22
05 704 0247	SOUTHWEST CONFERENCE BALANCE	10,572.53	345.23	0.00	0.00	10,227.30
05 704 0251	MID SCH STUDENT COUNCIL BALANCE	3,486.37	104.11	0.00	0.00	3,382.26
05 704 0255	MISCELLANEOUS BALANCE	30.67	0.00	0.00	0.00	30.67
05 704 0256	PLAYGROUND BALANCE	8,407.33	0.00	0.00	0.00	8,407.33
05 704 0257	DI GLOBAL FINALS BALANCE	6,108.62	0.00	0.00	0.00	6,108.62
05 704 0258	RENTALS BALANCE	1,795.00	0.00	52.50	0.00	1,847.50
05 704 0259	DISTRICT MUSIC BALANCE	(309.35)	0.00	0.00	0.00	(309.35)
05 704 0260	NATIONAL HISTORY DAY BALANCE	1,673.38	0.00	0.00	0.00	1,673.38
05 704 0265	SPEECH TOURNAMENT BALANCE	(2,728.51)	0.00	0.00	0.00	(2,728.51)
05 704 0268	STRENGTH & CONDITION BALANCE	318.52	0.00	0.00	0.00	318.52
05 704 0270	HS STUDENT COUNCIL BALANCE	195.35	0.00	0.00	0.00	195.35
05 704 0271	STUDENT WELLNESS BALANCE	2,571.72	200.00	0.00	0.00	2,371.72
05 704 0273	SUMMER INS BALANCE	3,814.27	4,277.43	3,259.00	0.00	2,795.84
05 704 0275	SUMMER READING/MATH BALANCE	502.60	0.00	0.00	0.00	502.60
05 704 0277	ONE TO ONE BALANCE	1,079.59	0.00	0.00	0.00	1,079.59
05 704 0280	THESPIANS BALANCE	2,388.44	0.00	0.00	0.00	2,388.44
05 704 0282	TRACK FUNDRAISER BALANCE	1,493.90	0.00	0.00	0.00	1,493.90
05 704 0285	VISUAL ARTS CLUB BALANCE	6,329.47	0.00	0.00	0.00	6,329.47
05 704 0286	YEARBOOK BALANCE	15,292.26	410.74	0.00	0.00	14,881.52
05 704 0288	XC FUNDRAISER BALANCE	2,214.28	0.00	0.00	0.00	2,214.28
05 704 0290	WRESTLING FUNDRAISER BALANCE	2,592.97	40.00	0.00	0.00	2,552.97
05 704 1001	HS FOOTBALL BALANCE	(1,851.32)	4,017.98	0.00	0.00	(5,869.30)
05 704 1002	MS FOOTBALL BALANCE	(518.85)	0.00	0.00	0.00	(518.85)
05 704 1003	HS VOLLEYBALL BALANCE	4,080.14	800.00	0.00	0.00	3,280.14
05 704 1004	MS VOLLEYBALL BALANCE	3,014.31	0.00	0.00	0.00	3,014.31
05 704 1005	CROSS COUNTRY BALANCE	(500.52)	349.65	0.00	0.00	(850.17)
05 704 1006	HS WRESTLING BALANCE	2,029.74	561.40	0.00	0.00	1,468.34
05 704 1007	MS WRESTLING BALANCE	2,748.97	0.00	0.00	0.00	2,748.97
05 704 1008	HS TRACK BALANCE	2,206.85	19.92	0.00	0.00	2,186.93
05 704 1009	MS TRACK BALANCE	1,034.71	0.00	0.00	0.00	1,034.71
05 704 1010	HS BOYS BASKETBALL BALANCE	3,224.78	0.00	0.00	0.00	3,224.78
05 704 1011	MS BOYS BASKETBALL BALANCE	2,419.03	0.00	0.00	0.00	2,419.03
05 704 1012	HS GIRLS BASKETBALL BALANCE	1,428.70	455.87	0.00	0.00	972.83
05 704 1013	MS GIRLS BASKETBALL BALANCE	3,751.45	0.00	0.00	0.00	3,751.45
05 704 1014	BOYS GOLF BALANCE	(1,117.08)	595.60	0.00	0.00	(1,712.68)

Activity Fund Balance Report - Summary - Exclude Encumbrances

06/2021 - 06/2021

Regular; Beginning Month 06/2021; Processing Month 06/2021; Accounts to Include Accounts with Activity; Fund Number 05

Fund: 05 ACTIVITIES

<u>Chart of Account Number</u>	<u>Chart of Account Description</u>	<u>Beginning Balance</u>	<u>Expenses</u>	<u>Revenues</u>	<u>Balance Change</u>	<u>Balance</u>
05 704 1015	TRAINING SUPPLIES BALANCE	4,497.12	1,728.86	0.00	0.00	2,768.26
05 704 1016	GIRLS GOLF BALANCE	(1,594.66)	276.22	0.00	0.00	(1,870.88)
05 704 1017	CHEER BALANCE	(1,042.30)	4.99	0.00	0.00	(1,047.29)
05 704 1018	DRILL TEAM BALANCE	(49.00)	135.00	0.00	0.00	(184.00)
05 704 2017	CLASS OF 2017 BALANCE	637.78	0.00	0.00	0.00	637.78
05 704 2018	CLASS OF 2018 BALANCE	55.94	0.00	0.00	0.00	55.94
05 704 2019	CLASS OF 2019 BALANCE	553.93	0.00	0.00	0.00	553.93
05 704 2020	CLASS OF 2020 BALANCE	246.04	0.00	0.00	0.00	246.04
05 704 2021	CLASS OF 2021 BALANCE	1,584.08	1,060.00	0.00	0.00	524.08
05 704 2022	CLASS OF 2022 BALANCE	1,425.81	0.00	0.00	0.00	1,425.81
05 704 2023	CLASS OF 2023 BALANCE	3,243.17	0.00	0.00	0.00	3,243.17
05 704 2024	CLASS OF 2024 BALANCE	2,197.43	0.00	0.00	0.00	2,197.43
05 704 2025	CLASS OF 2025 BALANCE	879.25	0.00	0.00	0.00	879.25
05 704 2026	CLASS OF 2026 BALANCE	280.00	0.00	0.00	0.00	280.00
05 704 2027	CLASS OF 2027 BALANCE	140.00	0.00	0.00	0.00	140.00
Fund Total: 05		233,496.97	19,328.00	3,455.43	0.00	217,624.40

CASH FLOW

June 2021

Date	Description	Investment	NSDLAF	Receipt	Payment	Total
6/1/2021	BALANCE FORWARD	\$2,780,000.00	\$0.00			\$796,528.95
6/2/2021	CNCS - BUS DRIVER			\$2,332.95		\$798,861.90
6/7/2021	STATE OF NE 4709			\$1,893.73		\$800,755.63
6/7/2021	NECC - DUAL CREDIT			\$3,558.75		\$804,314.38
6/8/2021	STATE OF NE 4709			\$239.43		\$804,553.81
6/10/2021	RETIREMENT				\$64,880.37	\$739,673.44
6/14/2021	GENERAL BILLS				\$153,782.37	\$585,891.07
6/15/2021	BROWN CO TREAS-MV TAXES			\$21,846.46		\$607,737.53
	-TAXES			\$554,156.13		\$1,161,893.66
	-INTEREST ON TAXES			\$525.91		\$1,162,419.57
	-HOMESTEAD			\$9,346.08		\$1,171,765.65
	-PER PROP TAX CREDIT			\$1,086.38		\$1,172,852.03
	-CITY FINES			\$75.00		\$1,172,927.03
	-COURT FINES			\$13,045.24		\$1,185,972.27
6/17/2021	ROCK CO TREASURER - TAXES			\$2,276.35		\$1,188,248.62
6/18/2021	PAYROLL				\$318,639.30	\$869,609.32
	PAYROLL				\$72,536.97	\$797,072.35
6/21/2021	CD INTEREST			\$396.16		\$797,468.51
6/21/2021	SPED SA FFA 19-20			\$47,202.00		\$844,670.51
6/28/2021	ESU #10 MTSS STIPENDS			\$3,300.80		\$847,971.31
6/24/2021	STATE OF NE			\$44,060.00		\$892,031.31
6/30/2021	STATE AID			\$4,791.00		\$896,822.31
6/30/2021	FNB - NOW INTEREST			\$8.44		\$896,830.75
6/30/2021	TOTALS	\$2,780,000.00	\$0.00	\$710,140.81	\$609,839.01	\$896,830.75

FUND BALANCES

6/30/2021

DEPRECIATION FUND

Account	Checking	CD	NSDLAF	Total
Band/Choir Uniforms	\$ 576.62			\$ 576.62
Vehicle	10,537.58			10,537.58
Desks	191.01			191.01
Interest	36,865.40	-		36,865.40
Ag Equipment	3,000.00			3,000.00
Undesignated	367,675.97	240,000.00		607,675.97
TOTALS	\$ 418,846.58	\$ 240,000.00	\$ -	\$ 658,846.58

BUILDING/SINKING FUND

Account	Checking	CD		Total
Track	\$ -			\$ -
Bleachers	-			-
Interest	19,358.49		-	19,358.49
Undesignated	386,315.61	489,000.00		875,315.61
TOTALS	\$ 405,674.10	\$ 489,000.00	\$ -	\$ 894,674.10

EMPLOYEE BENEFIT FUND

Account	Checking	CD		Total
Unemployment	\$ 7,917.55			\$ 7,917.55
Volunteer Retirement	9,074.49			9,074.49
Interest	1,838.28	100,000.00		101,838.28
TOTALS	\$ 18,830.32	\$ 100,000.00	\$ -	\$ 118,830.32

BOND FUND

Account	Checking	CD		Total
Bond	\$ -			\$ -

STUDENT FEES

Account	Checking			Total
Fees	\$ 1,575.00			\$ 1,575.00

June 30, 2021

INVESTMENTS

CLAPPER

Week of	Amount	Term	FNB	WPB	Number	Maturity
June 19, 2020	4,000	24 Mo	0.45%	<u>0.65%</u>	8704	Jun 20, 2022

ACTIVITY ACCOUNT

Week of	Amount	Term	FNB	WPB	Number	Maturity
Dec 18, 2019	25,000	12 Mo	<u>0.40%</u>	0.06%		Dec 20, 2021
Jun 18, 2020	25,000	12 Mo	0.08%	<u>0.10%</u>	8854	Jun 20, 2022

GENERAL FUND

Week of	Amount	Term	FNB	WPB	Number	Maturity
Jan 20, 2021	300,000	6 Mo	<u>0.10%</u>	0.08%	NSDLAF0.04%	Jul 20 2021
Jan 20, 2021	300,000	7 Mo	<u>0.15%</u>	0.08%	NSDLAF0.04%	Aug 20 2021
Mar 19, 2021	375,000	6 Mo	<u>0.09%</u>	0.08%	NSDLAF0.00%	Sep 20, 2021
Apr 20, 2021	280,000	7 Mo	0.08%	<u>0.09%</u>	NSDLAF0.00%	Oct 20, 2021
May 20, 2021	475,000	6 Mo	<u>0.08%</u>	0.08%		Nov 20, 2021
May 20, 2021	375,000	7 Mo	<u>0.09%</u>	0.08%		Dec 17, 2021
May 20, 2021	375,000	8 Mo	0.10%	<u>0.10%</u>	8839	Jan 20, 2022
Jun 18, 2021	300,000	8 Mo	0.08%	<u>0.10%</u>	8855	Feb 21, 2022

DEPRECIATION FUND

Week of	Amount	Term	FNB	WPB	Number	Maturity
Feb 19, 2021	240,000	12 Mo	0.09%	<u>0.12%</u>	8801 NSDLAF0.10%	Feb 21, 2022

BUILDING FUND

Week of	Amount	Term	FNB	WPB	Number	Maturity
Aug 20, 2020	246,000	12 Mo	0.37%	<u>0.40%</u>	8536 NSDLAF0.15%	Aug 20, 2021
Feb 19, 2021	243,000	12 Mo	0.09%	<u>0.10%</u>	8800 NSDLAF0.05%	Feb 21, 2022

EMPLOYEE BENEFIT FUND

Week of	Amount	Term	FNB	WPB	Number	Maturity
Jan 20, 2021	100,000	12 Mo	<u>0.30%</u>	0.10%	NSDLAF0.07%	Jan 24, 2022



Ainsworth Community Schools

520 East 2nd Street, PO Box 65
Ainsworth NE 69210

402-387-2083

Benjamin Wright
PK-6 PRINCIPAL



Board of Education Meeting
07/12/2021

Since I have been here in Ainsworth I would like to say that I am very proud of how the staff holds themselves in the community but also the effort they put in at the school. Liz Goshorn and other janitorial staff have been working extremely hard on making sure the school is looking perfect for the upcoming school year. The teachers and other staff that participated in summer school really show pride in what they do and put forth a huge amount of effort to make sure the students are successful.

Summer school was held June 7th – July 1st with an average of 28 K-6 students each day. Following the suggestions from classroom teachers, Math and Reading were the main focus with some messy Science thrown in and don't forget some good ol fashioned History! We were blessed with two Extension Office Educators – Pat Jones and Chandra Giles - with four days of hands-on Science: homemade bread, homemade sweet butter, painting name murals, while learning the meaning of our names, creating and flying kites and designing and releasing hot air balloons. Summer school couldn't be a success without our wonderful teachers which included: Lori Pollock – Kindergarten, Janet Painter – 1st Grade, Laurie Goodloe – 2nd Grade, Britley Schlueter Beck – 3rd Grade, Alyssa Dickson – 4th Grade, Renae Swim – 5th & 6th Grade, Landon Welke – P.E. and one-on-one reader, Hailey McBride – Art, Erin Shaul – Para, and Sarah Carpenter our Substitute Teacher. All students left us with a passing grade and excitement from launching Alka Seltzer rockets and enjoying a refreshing Root beer float on their last day before heading out for their summer away from school!

I am currently working every day to ensure that the next school year is extremely successful and all the groundwork is put in now so that the beginning of the school year runs smoothly. I plan on having monthly missions and goals for students while also having goals for the staff to make during the school year.



Ainsworth Community Schools

520 East 2nd Street, PO Box 65
Ainsworth NE 69210

402-387-2083

Benjamin Wright
PK-6 PRINCIPAL



Anticipated Enrollment for the 2021-2022 school year as of July 7th:

***PK: 28 students**

Kindergarten- **24**

1st Grade- **29**

2nd Grade- **24**

3rd Grade- **33**

4th Grade- **28**

5th Grade- **23**

6th Grade- **30**

Total: 191 students K-6

AINSWORTH COMMUNITY SCHOOLS
ACTIVITIES DEPARTMENT

P.O. BOX 65 - 520 EAST 2ND
AINSWORTH, NE 69210
402-387-0535



Scott Steinhauser/Jared Hansmeyer – Co-Activities Directors

JULY 2021 ACTIVITIES REPORT

NSAA has gone back to requiring Pre-Participation Physical for participation in athletic programs. All 7th-12th graders participating in a sport will need to have a physical on or after May 1, 2021 and prior to being able to participate.

Our summer strength and conditioning program continues through July. Several programs have and will continue to conduct summer workouts and camps. The fall sports teams are gearing up for the start of conditioning week on August 2nd.

The gym floor project is underway, however little progress has been made over the past month.

As reported last month the Community Center gym floor has considerable water damage from a faulty pump. The city's insurance company is involved and GPS flooring will be looking at options to fix it in the coming month. At this time a chunk of floor has been removed. For lack of a functioning gym, the high school volleyball camp run by Doane University has been moved to the Rock County Gym.

Made possible by the generosity of local businesses, Ainsworth Booster Club has made great strides in securing the funds necessary for a video board in the gymnasium. The hope is for a 7'x12' board to be installed sometime during the 2021-2022 school year. The Booster Club has also purchased new wall mats for the baseline of the gymnasium. The Ainsworth Wrestling Club, as well as the Booster Club, also purchased new wall mats for the half wall in the wrestling room.



Ainsworth Community Schools

520 East 2nd Street, PO Box 65
Ainsworth NE 69210
402-387-2333
Fax 402-387-0525

Dale Hafer
SUPERINTENDENT

Dedra Stoner
Laurie Witte
DISTRICT OFFICE

July 12, 2021

TO: Board Members

FROM: Dale

SUBJECT: Superintendent's Report for the July 12th Regular Meeting

1) Financial Report

We will start to see some reimbursement associated with ESSER II funds including the remainder of the reading series, 1 to 1 laptops for 9-12, and FastBridge and Educlimber software platforms. In addition, we are working through the steps and process associated with ESSER III funds. Part of which is the public input opportunity at this board meeting. There are several options for ESSER III funds and we have the ability to take our time and make those decisions.

Our expenditures through June 2021 were \$6,246,632 (56.85% of the budget) compared to \$5,697,566 (59.00%) in 2020 and \$6,056,981 (61.04%) in 2019. On the revenue side, we have brought in \$7,506,671 through May 2021 compared to \$7,165,812 last year and \$5,195,288 in 2019.

I am currently busy building the budget. Things are looking good with no surprises. We are working to incorporate the ESSER II and III stimulus funds in our budget appropriately. I am confident we will be able to provide the Board with several options to choose from in preparation for budget approval and adoption in September. I would like host a Board Budget Retreat again this year to discuss budget options with the Board and afford patrons the opportunity to engage in the budget process. I would like to have the retreat on Monday, August 23rd at a time that works best for the Board.

2) Facilities

The projects are moving along despite a few set-backs with the gym floor and roofing projects due to delays in materials delivery. The MS/HS windows are progressing well. Not only do the new windows look nice, they will be significantly more efficient than the old windows. The east elementary entrance concrete is complete with the west entrance beginning soon followed by the Big A and sidewalks associated with those 2 entrances. The carpet for the entry way and hallway along the MS/HS office is set to be installed July 21st. The roof sections to be re-done are to commence the week of July 12th.

3) COVID

We are currently taking public input and have posted on the draft of our “Plan for Safe Return” for the 2021-22 school year. This plan is very similar to our re-entry plan from last year. Having a plan for safe return will also help us meet requirements related to ESSER III funding. We are to seek input on the plan and post on our website. Currently, there is a simple Google Survey asking for input on the plan which is posted on our website and Facebook page.

4) Start of School

We are excited to kick off the 2021-22 school year which will be here before we know it. The Principals, AD's, and staff are or soon will be working hard to make the start of the new school year a great one. Stay tuned for an updates and information regarding the events and activities to start the new year.

5) NASB Board Development Opportunities

We are excited to be back in person for meetings, workshops, and other board development opportunities. The Area Membership Meeting is August 31st in Valentine. We will register everyone unless you tell me otherwise. October 12-13 is the Labor Relations Conference in Lincoln and the State Ed Conference is November 17-19 in Omaha. Thank you all again for your continued willingness and dedication to participate.

6) Other

As always, let me know if you have any questions or if I can do anything for you.

Thanks!
Dale

A PASSING OF THE TORCH IN WYNOT

NASB recently facilitated a retreat with Wynot Public Schools to assist in the transition of their leadership team. Mr. Jeffrey Messersmith is retiring after seven years as the superintendent. Mr. Paul Hans will begin as new superintendent July 1. Mr. Hans recently worked at Council Bluffs Community Schools as a Career and Technical Education Coordinator.

The retreat included Mr. Messersmith, Mr. Hans, Mr. Torpin, current principal, and the board, which included two newer members. The idea of the workshop was to create a smooth transition of leadership, using multiple tools.

Shari Becker, NASB Director of Education Leadership Search Service and Gallup Certified Strengths Coach, had previously worked with the leadership team on their Gallup Strengths. Now, it was time to revisit individual strengths, assess strengths added to the team and those that may no longer be present on the team. There is great value in identifying the lens that individual team members look through and how they may work best, or challenge each other, as a team.

The group looked at the basics of Gallup strengths-based development. It is unique because it builds on a team's greatest potential rather than focusing on weaknesses. We dug into each team member's individual strengths, reviewed a team grid, discussed scenarios and looked at the balconies (positive characteristics) and basements (vulnerabilities) of each member's strengths.

The Gallup discussion was a great segue into the training Marcia Herring, NASB Director of Board Leadership, held with the board. The focus for this half of the retreat was board roles and responsibilities, the successful creation of a board meeting agenda, review and update of policy, communication agreements and great dialogue on public comment procedures/policy.

There is great value in having a purposeful conversation between the superintendent and board before embarking on a new relationship. For a new superintendent, understanding the dynamics of an existing board and leadership team, and how those characteristics are a benefit, can be a key to open communication and ultimately lead to great success.



Wynot Public Schools

Board of Education

- Laurie Schulte, President
- Justin Hans
- Todd Pinkelman
- Kris Tilley
- Kelly Wieseler
- Greg Hite

Jeff Messersmith, 2020-21 Superintendent
Paul Hans, 2021-22 Superintendent

Enrollment = 170
NASB Region #17

www.wynotpublicschools.org
Where Everybody Is Somebody



UPCOMING NETWORKING & EVENTS

ALICAP WORKSHOPS - JUNE 29 IN GERING - JUNE 30 IN KEARNEY - JULY 1 IN LINCOLN

NASB ORIENTATION - JULY 21 IN LINCOLN

AREA MEMBERSHIP MEETINGS - AUGUST THROUGH OCTOBER

LEADERSHIP

INNOVATION

VISION

ENGAGEMENT

#liveNASB

#weLIVEhere

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

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

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



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



JUNE



ALICAP WORKSHOP - JUNE 29 - GERING
ALICAP WORKSHOP - JUNE 30 - KEARNEY

JULY



ALICAP WORKSHOP - JULY 1 - LINCOLN
NASB CALL FOR LEGISLATIVE PROPOSALS FOR 2022 DUE JULY 1
NASB ORIENTATION - JULY 21 - LINCOLN



AUGUST

AREA MEMBERSHIP MEETING - AUGUST 24 - GERING
AREA MEMBERSHIP MEETING - AUGUST 25 - NORTH PLATTE
AREA MEMBERSHIP MEETING - AUGUST 31 - VALENTINE

SEPTEMBER

AREA MEMBERSHIP MEETING - SEPTEMBER 1 - NORFOLK
AREA MEMBERSHIP MEETING - SEPTEMBER 8 - KEARNEY
FACILITIES & CONSTRUCTION WORKSHOP - SEPTEMBER 9 - KEARNEY
AREA MEMBERSHIP MEETING - LA VISTA - TBD
AREA MEMBERSHIP MEETING - SEPTEMBER 15 - YORK
AREA MEMBERSHIP MEETING - SEPTEMBER 29 - FREMONT

OCTOBER

AREA MEMBERSHIP MEETING - OCTOBER 6 - NEBRASKA CITY
LABOR RELATIONS CONFERENCE - OCTOBER 12-13 - LINCOLN

ANOTHER GREAT DAY FOR THE MEMBER GOLF OUTING



LEADERSHIP

INNOVATION

VISION

ENGAGEMENT

#liveNASB

#weLIVEhere

We had a gorgeous day for golf at the Kearney County Club! With 92 golfers and a waiting list, this is a great chance for board members, superintendents, and our business partners to network and enjoy some friendly competition. A huge thanks to ALICAP for providing the lunches and Piper Sandler for hosting the beverages at the Kearney Country Club. We finished off our day with awards and a reception hosted by First National Capital Markets.



BE HEARD! CALL FOR LEGISLATIVE PROPOSALS - DUE JULY 1

LEADERSHIP

INNOVATION

VISION

ENGAGEMENT

#liveNASB

#weLIVEhere



With the 2021 Legislative Session complete, now is the time for you and your board to think of items you might like addressed in 2022.

Submit your legislative proposals now at:

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

10 Award points will be granted, per resolution, to the entire board that proposes a legislative change and/or new legislation.



Trusted by Nebraska schools since 2004.

BACKGROUND SCREENING

to **enhance** the **safety** of your schools.

Interested in learning what else One Source can do for you?
Contact us today!



Neal Josten | 402.933.9999 ext. 5600
njosten@onesourcebackground.com
onesourcebackground.com

FACE TO FACE: SCHOOL LEADERS & LAW RECAP NASB Nebraska Association of SCHOOL BOARDS

LEADERSHIP

INNOVATION

VISION

ENGAGEMENT

#liveNASB

#weLIVEhere

Following the Annual Golf Outing, the next day saw the NASB School Leaders & Law Conference. Hundreds gathered in Kearney for a number of topics including a Legislative Update; Changes to the Open Meetings Act and How to Make Sure You are in Compliance; Employment Law; Title IX & Inequities in High School Athletics; What's Coming Next in Special Education; Using Data to Tell Your Story; The Exceptions to Tort Liability and Why They Matter to School Officials; Designing a Purposeful Board Meeting Agenda; and closed with a panel session on the School Funding Lawsuit that Created TEEOSA. It was so good to see everyone and get back to being able to connect, learn and network in person!





THROUGH THE EYES OF THE PUBLIC – PART III FREQUENTLY ASKED QUESTIONS

Part I of this three-part series maneuvered through a deep dive into the significance and importance of the board meeting agenda. Part II addressed the importance of Board Meeting Minutes and now Part III will cover the frequently asked questions the Board Leadership team receives from our members.

AGENDA FREQUENTLY ASKED QUESTIONS

When does the draft agenda become official?
24 hours prior to the advertised time of the board meeting.

Is it necessary to provide notice to the public that the board will be holding a board retreat or work session?
If a quorum of the board will participate in a meeting of the board, the board is required to provide advanced notice to the public.

We have an agenda item” Emergency Modification of the Agenda” to cover anything that might come up on Monday. We try not to use it, but is this, ok?
The agenda should not be modified within 24-hours of the advertised time of the meeting.

The board added an agenda item entitled “other” to provide a placeholder for random questions or discussion of items that board members would like to discuss at the meeting. Is this, okay?
The agenda must be followed as noticed to the public. If the topic warrants discussion or consideration, it must be placed on the agenda to be discussed. Broad agenda items such as “other” does not inform the public what the board will discuss during this agenda item.

What is a consent agenda?
The consent agenda groups several items together as one, to be approved with a single motion and vote.

Can a patron request to be placed on the agenda?
It is important to refer to policy to ensure that the board has not adopted a policy that allows for patrons to request to be placed on the agenda. Public Comment provides the opportunity for the public to address the board during a board meeting.

Is it necessary to keep the agenda posted on the district website after the board meeting? Or can the agenda be replaced with the board minutes?

Following the 2021 Legislative session, L.B. 83 states that “the school board of a school district shall make available on such entity’s public web site the agenda and minutes of any meeting of the governing body. The agenda shall be placed on the web site at least twenty-four hours before the meeting of the governing body. Minutes shall be placed on the web site at such time as the minutes are available for inspection as provided in subsection (5) of this section. This information shall be available on the public web site for at least six months.”

Our district has two versions of the board agenda, a version for the board and a public version. Is this, okay?
There should be one agenda for the board and public that adequately describes the items to be discussed and/or considered by the board.

MINUTES FREQUENTLY ASKED QUESTIONS

Does the board need to vote to adjourn the meeting?
The Association advocates for the board to vote to adjourn the meeting to signify to the public that the board has completed the agenda.

Our district does not post the agenda or meeting minutes on the website, is this required of the board?
Following the 2021 Legislative session, L.B. 83 states that “the school board of a school district shall make available on such entity’s public web site the agenda and minutes of any meeting of the governing body. The agenda shall be placed on the web site at least twenty-four hours before the meeting of the governing body. Minutes shall be placed on the web site at such time as the minutes are available for inspection as provided in subsection (5) of this section. This information shall be

CONTINUED ON PAGE 7

AT THE BOARD TABLE

LEADERSHIP

INNOVATION

VISION

ENGAGEMENT

#liveNASB

#weLIVEhere



CONTINUED FROM PAGE 6

available on the public web site for at least six months.”

Can the board require that guests sign in indicating attendance at the board meeting?

“No public body shall require members of the public to identify themselves as a condition for admission to the meeting nor shall such body require that the name of any member of the public be placed on the agenda prior to such meeting in order to speak about items on the agenda. The body may require any member of the public desiring to address the body to identify himself or herself.”

How much information must be included in the minutes for public comment?

The Association recommends only the name of the individuals who addressed the board during public comment.

What is the timeline for compiling the minutes?

The minutes shall be written and available for inspection within ten working days or prior to the next convened meeting, whichever occurs earlier.

If a board member is chronically late to the board meeting, how is the time of arrival handled in the meeting minutes?

The board secretary should note that Board Member (name) arrived at (time).

Do the claims need to be published in the newspaper after the meeting if it is on the website?

“The secretary of the school board or board of education of each Class III school district shall, within ten days after any regular or special meetings of the board, publish one time in a legal newspaper published in or of general circulation in such district a list of the claims, arising on contract or tort, allowed at the meeting. The list shall set forth the name of the claimant and the amount and nature of the claim allowed, to consist of not more than ten words in stating the nature of each such claim. The secretary shall likewise cause to be published a concise summary of all other proceedings of such meetings. Publication of such claims or proceedings in a legal newspaper shall not be required unless the publication can be done at an expense not exceeding the rates provided by law for the publication of proceedings of county boards.”

JULY BOARD CALENDAR AGENDA ITEMS

View the full, detailed calendar at:

<http://members.nasbonline.org/index.php/resources>

Mission, Vision, & Goals

Strategic Plan Update; District Goals Update

Policy Governance

Student Fees Policy, on or before August 1

Student Conduct, on or before August 1

Accountability & Student Achievement

Review Summer School Program; Review the Alternative Education Program; Review Multi-Cultural Education Program; Apply for Distance Education Incentives, on or before August 1; Students receiving instruction in another district; contracts authorized on or before August 15

Advocacy

Deadline for Legislative Proposals to NASB is July 1

District/ESU Resources [Budget]

Conduct a Public Hearing on the Proposed Budget Statement Budget Authority and Allowable Reserve Percentage Certification

Board – Superintendent Relations

Complete first year superintendents second evaluation and review goals; Superintendent Pay Transparency Act, on or before August 1, file with NDE a copy of approved contracts or any amendments, for superintendent/ESU administrator services.

Reports

Board Committees; Superintendent; Administrators



Prior to her election to the State Board of Education in November 2020, Patti Gubbels served on the Norfolk Board of Education, and was a member of the NASB Board of Directors, and the NASB Legislation Committee since 2016. We reached out to Patti to see if she, and her peers on the State Board of Education would like to give you all an update and answer any questions you may have here in the coming months.

At the June 4, 2021 Nebraska State Board of Education Meeting, the board received an update on the administration of student statewide assessments during spring 2021 and heard an explanation of how NDE is transitioning from Nebraska Student-centered Assessment System (NSCAS) to the NSCAS Growth model.

The current NSCAS system includes MAPS, NSCAS assessments in Math and English Language Arts (Grades 3-8), Science (Grades 5 & 8) and NSCAS ACT (High School).

The MAPS is administered in the fall and spring. Some schools also give the MAPS in the winter. Because the test is administered at several times of the year it is deemed an interim assessment.

Interim assessments like MAPS provide information about student learning strengths and needs, identify whether or not students are performing at, above, or below grade level. In order for these assessment results to be beneficial, they need to be provided in a timely fashion and then used to help direct instruction and learning.

NSCAS Mathematics, NSCAS English Language Arts, and NSCAS Science tests are administered to determine if students have met the NE content standards. The NSCAS Math, English Language Arts, and Science assessments and ACT are administered in the spring.

Because summative assessments such as NSCAS Math, ELA, and Science and the ACT compare performance against expectations, their ability to enhance student learning is limited. In fact, these types of assessments are not designed to improve learning. They are measures that the federal and state government, school districts, and/or other entities require or recommend to hold schools accountable for academic achievement of all students.

Summary of 2021 Spring NSCAS Administration

Even in the midst of an unsettling, abnormal, and hopefully never to be repeated school year, NE local school districts managed to administer the Nebraska Student-centered Assessment System (NSCAS) to over 300,000 third through eighth grade students during the Spring 2021. NSCAS participation in grades 3-8 Math, English Language Arts and Science field tests is estimated to be more than 95% of eligible students. Early indications are that 90% of eligible high school students completed the NSCAS ACT.

The Nebraska Department of Education made several COVID-19 assessment administration accommodations that included shortened assessments when possible and flexible test administration.

Waivers were available to identify students not assessed due to COVID-19 exposure concerns. Preliminary data indicate that only .5% to 1% of all students were not tested because of COVID concerns.



Because 2021 was a challenging teaching, learning, and assessment year, the NSCAS assessment results will be provided through a special report rather than posted as part of the Nebraska Education Profile. Typically NSCAS performance and AQuESTT data are posted in the NEP by year, school, and school district.

Transition from NSCAS to NSCAS Growth

Important and needed changes are coming to the statewide student assessment system as NDE transitions from NSCAS to NSCAS Growth. NSCAS Growth is an innovative assessment system that includes interim and summative elements for Math and ELA assessments (Grades 3-8). The interim NSCAS Growth assessments will be administered during the fall and winter and will measure student performance against grade-level learning expectations, build on learning progress from fall to winter to spring, and provide instructional as well as summative data. The spring assessment will be a hybrid of the NSCAS summative and MAP assessments. Thus, the transition to NSCAS Growth will reduce the amount of student testing conducted in the spring of each school year.

The transition to NSCAS Growth will also result in more timely test results. The ultimate goal is to have interim assessment results available to schools within 24 hours after test administration.

The transition from NSCAS to NSCAS Growth will occur over the next two years with 2021-2022 including a winter pilot and statistical analysis study. The operational implementation to full-year assessment will occur starting 2022-2023. NSCAS Growth will result in more effective and efficient assessment practices that guide instruction, build on student progress and learning throughout the year, and still supply quality accountability data.

Thank you for all of the work you do as local school board members!

Patti Gubbels
Nebraska State Board of Education - District 3

Disclaimer: The opinions from Dr. Patti S. Gubbels are hers and do not represent the Nebraska State Board of Education.

ARE YOU REGISTERED?

LEADERSHIP

INNOVATION

VISION

ENGAGEMENT

#liveNASB

#weLIVEhere



This workshop will focus on Cyber Security and Sexual Abuse & Molestation.

SUGGESTED AUDIENCE

Superintendents, Administrators and IT Directors / Personnel

COST:

ALICAP Member Districts: 3 FREE Registrations
\$40 each additional registration

Non ALICAP Member Districts: \$40/ person

ON SITE REGISTRATION AVAILABLE

JOIN US AT ONE OF THREE LOCATIONS

June 29 – Gering Civic Center

June 30 – Younes Conference Center - Kearney

July 1 – Lincoln Courtyard Marriott

NASB ORIENTATION - JULY 21 - LINCOLN

AN INTRODUCTION TO NASB STAFF, PROGRAMS, AND SERVICES, PRESENTED ANNUALLY EACH YEAR. MORE DETAILS TO COME ...

2021 AREA MEMBERSHIP MEETINGS

Training | Recognition | Networking | Together



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

Beginning August 24th ... More details on Page 12

... SEARCH, STRENGTHS & AWARDS

AWARDS OF ACHIEVEMENT

The points year ends July 31st. Awards will be presented at Area Membership Meetings starting in August. Check the website for details on your area meeting. Contact Lisa with questions ...

lsteinkuhler@NASBonline.org

EDUCATION LEADERSHIP SEARCH SERVICE

Is your district in need of an Interim Superintendent or a proposal for a Superintendent/ESU Administrator Search? Contact Shari at

sbecker@NASBonline.org

GALLUP STRENGTHSFINDER

People exceptionally talented in the *Includer* theme accept others. They show awareness of those who feel left out and make an effort to include them: accepting, tolerant and welcoming. Do you have Includer in your Top 5? Contact Shari for a Code to complete the individual assessment and access your Gallup Top 5 or to schedule a Gallup leadership team session.

- Shari -

... POLICY

It's a bit unusual that the Legislature passed several bills that will not yet take effect for the upcoming school year.

Although they passed statutes mandating the teaching of financial literacy (LB 452), providing training about seizures (LB 639), and listing the phone number of a suicide prevention hotline on the back of student ID cards (LB 528), none of these are required until the 2022-23 school year.

Contact Jim to learn more!

... ALICAP & INSURANCE

Join us for the ALICAP Summer Workshops:

June 29 in Gering June 30 in Kearney July 1 in Lincoln

Topics include Cyber Security and Sexual Abuse and Molestation, with target attendees being IT directors and school administrators. Visit www.ALICAP.org to register!

Thanks, Megan!



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



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



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

Building a Better Future with Nebraska's Public Finance Partner

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

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

- School Bond Issues
- Tax Anticipation / Construction Notes
- Lease-Purchase Financing
- QCPUF Bonds
- Refinancing Bond Issues



D | A | DAVIDSON

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

... DATA ANALYTICS

Just as the public expects a degree of competence in financial literacy from its high school graduates, having a general idea of how your district's levy, valuation, valuation per student, and cost per student compares to nearby districts or similar-sized districts provides instant credibility that you are an informed board member. The public is generally unaware of any of these numbers except local levy amounts, so your knowledge can help put the tax levy in perspective.

Contact Jim to learn more!

... ADVOCACY & GOVERNMENT RELATIONS

The 2021 Session is complete ...

BE HEARD! CALL FOR LEGISLATIVE PROPOSALS ARE DUE JULY 1

Now is the time for you and your board to think of items you might like addressed in 2022.

Submit your legislative proposals now at:
<http://www.nasbonline.org/registrations/ProposedResolution.aspx>

NASB's Government Relations team can do a briefing for your board, or anyone in your community.

Look for regional Legislative Lunches soon!

Share Your Story

Know Your District's Data

Understand The Data That Will Make A Difference

Call Colby & Matt with any questions!
#liveNASB #weLIVEhere

... ENERGY PURCHASING

Our NJUMP and CJUMP natural gas purchasing program administrators are regularly in contact with industry consultants who closely follow the changes in natural gas prices. The information provided by these experts and the ability to price our supplies when the market provides opportunities rather than during a fixed annual period allows a great deal of flexibility in getting great utility values for our districts and ESUs to stretch your scarce resources further.

Contact Jim to learn more!

... MEMBER ENGAGEMENT

It was fantastic to see so many of you in Kearney this month for the School Leaders and Law Conference and NASB Golf Outing!

June visits included: East Butler, Adams Central & ESU #9

Register now for this year's Area Membership Meetings:
8/24 - Gering 8/25 - North Platte 8/31 - Valentine
9/1 - Norfolk 9/8 - Kearney TBD - La Vista 9/15 - York
9/29 - Fremont 10/6 - Nebraska City

Sharon

... TECHNOLOGY

New Superintendents – Congratulations on your role at your new district!

If you have any questions about Sparq Meetings or Sparq Negotiations or would like training, please don't hesitate to reach out to us and we'd be happy to provide you with training on the system.

Welcome to our new Sparq Meetings Subscriber:
Auburn Public Schools

MARK YOUR CALENDAR
Saturday, October 30 -- 5th Annual Sparq Tailgate

Darion - dmiller@NASBonline.org
Nicole - nkobus@NASBonline.org
www.sparqdata.com

... BOARD LEADERSHIP

Check out "At the Board Table" on pages 6-7.

Look for some exciting announcements here in the upcoming weeks!

Marcia, Tori & Melissa

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

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

2021 AREA MEMBERSHIP MEETINGS: ON THE ROAD AGAIN!

LEADERSHIP

INNOVATION

VISION

ENGAGEMENT

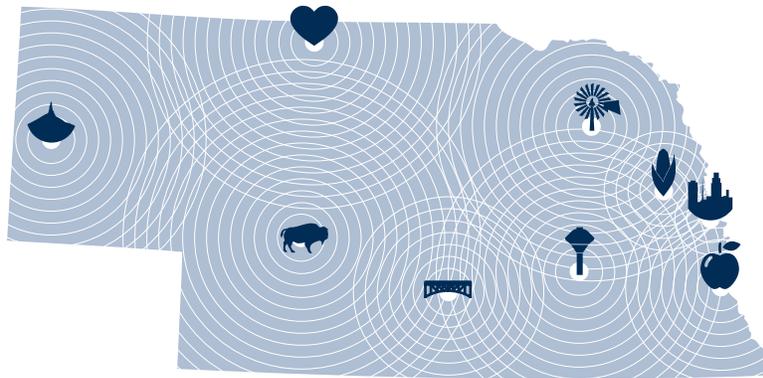
#liveNASB

#weLIVEhere

Training | Recognition | Networking | Together

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

REGISTER NOW!



VISION & TRAINING SESSIONS

5:00 PM - A REINTRODUCTION TO NASB: WHAT IT DOES. WHAT IT CAN DO FOR YOU.

From the people to the programs, services and advocacy efforts at the Capitol, NASB offers all Nebraska school districts and ESUs the resources and expertise to strengthen public education for all Nebraskans, and empower you as locally elected school board members to be community leaders.

6:00 PM - TRAINING SESSIONS 1

A REFRESHER ON THE OPEN MEETINGS LAW AND ISSUES THAT KEEP COMING UP

SCHOOL EMPLOYEE SHORTAGE

STAKEHOLDER ENGAGEMENT + DISTRICT IDENTIFIED NEEDS = LONG-TERM GOALS

6:45 PM - TRAINING SESSIONS 2

THE GOOD & THE BAD OF THE 2021 LEGISLATIVE SESSION: WHAT PASSED, WHAT DIDN'T, WHAT'S TO COME

THE MOST IMPORTANT JOB - SUPERINTENDENT EVALUATION

CRITICAL RISKS, DIGITAL BOUNDARIES

REGISTER NOW FOR THE MEETING NEAREST YOU

Tuesday, August 24 - Gering

Wednesday, August 25 - North Platte

Tuesday, August 31 - Valentine

Wednesday, September 1 - Norfolk

Wednesday, September 8 - Kearney

Wednesday, September 15 - York

Wednesday, September 29 - Fremont

Wednesday, October 6 - Nebraska City

TBD - La Vista

YOUR NASB BOARD OF DIRECTORS & STAFF



YOUR NASB LEADERSHIP TEAM



Stacie Higgins
President
Nebraska City



Brad Wilkins
President-Elect
Ainsworth



Kim Burry
Vice President
Bayard



Steve Blocher
Past President
West Point

YOUR REGION DIRECTORS



Region 1
Neal Kanel
HTRS



Region 2
Sarah Centineo
Bellevue



Regions 3, 6 & 7
Shavonna Holman
Omaha



Regions 3, 6 & 7
Tracy Casady
Omaha



Regions 3, 6 & 7
Nancy Kratky
Omaha



Regions 4 & 5
Bob Rauner
Lincoln



Regions 4 & 5
Annie Mumgaard
Lincoln



Region 8
Robin Richards
Ralston



Region 9
Alan Moore
ESU 3



Region 10
Ed Swotek
Malcolm



Region 11
Jim Vlach
Lyons-Decatur Northeast



Region 12
Lisa Wagner
Central City



Region 13
Marilyn Bohn
ESU 10



Region 14
Sandy Noffsinger
Dundy County Stratton



Region 15
Joel Carlson
Cozad



Region 16
Stephanie Summers
David City



Region 17
Michelle Reikofski
Osmond



Region 18
Doug Keener
Mitchell



Region 19
Stacy Jolley
Millard

YOUR NASB STAFF

Matt Belka
Director of Marketing,
Communications & Advocacy



John Spatz
Executive Director



Makenzie Barry
Events Manager &
Accounting Associate



Shari Becker
Director of Education
Leadership Search Service



Sharon Endorf
Director of
Member Engagement



Megan Boldt
Associate Executive Director/
Director of ALICAP



Craig Caples
Director of Technology



Colby Coash
Associate Executive Director/
Dir. of Government Relations



Marcia Herring
Director of Board Leadership



Sallie Horky
Chief Operating Officer



Rachel Horstman
Business Manager



Jim Luebke
Director of Policy Services



Melissa Lusk
Board Leadership Associate



Tori Pierce
Board Leadership Associate



Anne Silknitter
Education Leadership Search
Service Associate



Lisa Steinkuhler
Executive Admin. Assistant



Vicki Walter-Winters
Legal Admin. Assistant



LEADERSHIP

INNOVATION

VISION

ENGAGEMENT

#liveNASB

#weLIVEhere

ARCHITECTS



BCDM

Pat Carson - 402-384-6422
pcarson@bcdm.net - bcdm.net
* GOLD LEVEL AFFILIATE

BVH Architecture

Cleve Reeves - 402-475-4551
creeves@bvh.com - bvh.com
* GOLD LEVEL AFFILIATE

Clark & Enersen

Steve Miller - 402-477-9291
steve.miller@clarkenersen.com - clarkenersen.com
* GOLD LEVEL AFFILIATE

CMBA Architects

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

Carlson West Povondra Architects

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

DLR Group

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

AWARDS

Awards Unlimited

Tim Moravec - 402-474-0815
tmoravec@awardsunlimited.com - awardsunlimited.com
(Trophies, awards, plaques, etc.)

BUILDING CONTROLS/SERVICES

Control Management Inc.

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

Johnson Controls

Dave Schwerdtfeger - 402-350-6062
Dave.w.Schwerdtfeger@JCI.com
Shane Breitfelder - 402-450-9677
Shane.Breitfelder@JCI.com - jci.com
(HVAC, Building Automation, Service Agreements,
Security and Fire, among others)

CONSTRUCTION SERVICES



Ayars & Ayars, Inc.

Darl Naumann - 402-435-8600 - 402-570-9214
dnaumann@ayarsayars.com - ayarsayars.com
(Design-build leader building beneficial relationships,
processes, and projects)
*GOLD LEVEL AFFILIATE

BD Construction

Marsha Wilkerson - 308-234-1836
mwilkerson@bdconstruction.com - BDconstruction.com
(Construction Management, Facility Planning,
Site Selection, Pre-bond Community Education,
Stakeholder Engagement)
*GOLD LEVEL AFFILIATE

Boyd Jones Construction

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

Kingery Construction Co

Rod Berens - 402-465-4400
rodb@kccobuilders.com - kccobuilders.com
(Design-Bid-Build, Design-Build, Construction
Management, General Contractor, Pre-Bond/Pre-
Construction Assistance)
* GOLD LEVEL AFFILIATE

Nemaha Sports Construction Inc

Don Traska - 402-434-5488
don.traska@nemaha.net - www.nemaha.net
(Athletic Fields, Parks & Recreation, Hardscapes)
* GOLD LEVEL AFFILIATE

Sampson Construction

Joseph Young - 402-434-5450
joseph.young@sampson-construction.com
www.sampson-construction.com
(Design-Build, Design-Bid-Build, Construction
Manager, Small Projects)
* GOLD LEVEL AFFILIATE

Tetrad Property Group

Cassie Paben - 402-580-2355
cpaben@tetradpropertygroup.com - tetradpropertygroup.com
(Owner's Representative, Facility Planning, Site
Selection, Pre-Bond Community Education,
Stakeholder Engagement, Facility Management)
* GOLD LEVEL AFFILIATE

W. A. Klinger

Matt Thompson - 712-233-3233
mthompson@waklinger.com - waklinger.com
(Pre-Construction, Construction Management,
Design-Build, and General Contracting)
* GOLD LEVEL AFFILIATE

ENERGY SERVICES



Ameresco, Inc.

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

Facility Advocates

Dave Raymond - 402-206-8777
draymond@facilityadvocates.com - facilityadvocates.com
(Building Construction & Energy Services)
* GOLD LEVEL AFFILIATE

Navitas

Nick Rosenberry - 402-840-0370
nrosenberry@navitas.us.com - navitas.us.com
(Energy Savings, Building Construction, Energy
Management, Guaranteed Results)
* GOLD LEVEL AFFILIATE

Optimized Systems

Mike Taylor - 402-981-1005
mike.taylor@optimized-systems.com
Optimized-Systems.com
(Energy Optimization, Management & Studies,
Metering, Mechanical System Assessments)
* GOLD LEVEL AFFILIATE

Schneider Electric

Tom Bachkora - 402-302-2721
tom.bachkora@se.com - Se.com/us/enable
(Committed to helping schools reach big ambitions
through an energy savings project)
* GOLD LEVEL AFFILIATE

TRANE

Andy Vinckier - 402-596-8000
avinckier@trane.com - trane.com/omaha
(Building Construction & Energy Services)
* GOLD LEVEL AFFILIATE

FINANCIAL SERVICES



Ameritas Investment Company

Michael Shoemaker - 402-467-6986
michael.shoemaker@ameritas.com
(Public Finance)
* GOLD LEVEL AFFILIATE

BOARD NOTES IS PUBLISHED ON A MONTHLY BASIS AS A MEMBER SERVICE. ADVERTISING IS AVAILABLE IN EVERY ISSUE. TO ADVERTISE OR BECOME AN AFFILIATE, PLEASE CONTACT MATT BELKA FOR FURTHER INFORMATION. ARTICLES OR ADVERTISING CONTAINED HEREIN DO NOT NECESSARILY REPRESENT THE VIEWS OR POLICIES OF NASB.

YOUR 2021 NASB AFFILIATES



LEADERSHIP INNOVATION VISION ENGAGEMENT #liveNASB #weLIVEhere

FINANCIAL SERVICES

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

First National Capital Markets
Tobin Buchanan - 308-352-8328 - tbuchanan@fnni.com
Carl Dietz - 308-289-3920 - carldietz@fnni.com
Matt Fisher - 308-380-3831 - mfisher@fnni.com
fncapitalmarkets.com
(Public Finance, Election Guidance)
* GOLD LEVEL AFFILIATE

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

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

Piper Sandler
Jay Spearman - 402-599-0307
jay.spearman@psc.com
(Lease Purchase, Construction Notes, Voted Bonds,
Refunding Bonds, QCPUF Bonds)
* GOLD LEVEL AFFILIATE

Wells Fargo Bank
Joseph Finnegan - 402-498-5019
joseph.p.finnegan@wellsfargo.com - wellsfargo.com
(Financial Services, Banking)
* Silver Level Affiliate

FOOD SERVICE



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

Opaa! Food Management of Nebraska
Greg Frost - 816-210-9359
gfrost@opaafod.com - opaafod.com
(Contract Food Service Management)

INSURANCE SERVICES



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

INSURANCE SERVICES

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

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

LEGAL SERVICES

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

MENTORING

TeamMates Mentoring
Hannah Miller - 319-610-8538
hannah@teammates.org - teammates.org
(Together we transform lives)
* Silver Level Affiliate

PLAYGROUND/SCOREBOARDS/SURFACING



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

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

Fisher Tracks, Inc.
Jordan Fisher - 800-432-3191 - 515-432-3191
jfisher@fishertracks.com - fishertracks.com
(Installation, Refurbishment & Design Build of
All-Weather Running Tracks)

PUBLIC RELATIONS SERVICES



Idea Bank Education
Jack Sheard - 402-463-0588
jack@ideabankmarketing.com
IdeaBankEducation.com
(Full-service agency in Central NE for communication
& marketing strategy, creative services & web/mobile
design & development)
* GOLD LEVEL AFFILIATE

SAFETY & SECURITY SERVICES



One Source
The Background Check Company
Neal Josten - 402-933-9999 Ext 5600
njosten@onesourcebackground.com
onesourcebackground.com
(Employment, Volunteer, Contractor Screening)
* GOLD LEVEL AFFILIATE

TECHNOLOGY CONSULTING

PRISM advisors
Jason Richards - 402-593-8911
jprichards@prism-advisors.com
prism-advisors.com
(PEOPLE, PROCESS & SYSTEMS. IT strategic
planning and project management)

TECHNOLOGY/SOFTWARE



Filament Essential Services
Dan Kunzman - 402-479-6663
dank@fes.org - www.filamentservices.org
(SOCS websites+apps, Marketing/Branding/Video,
Data. A new division of FES)
* GOLD LEVEL AFFILIATE

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

THERAPY SERVICES

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

TRANSPORTATION



Master's Transportation
Amber Bryant - 800-783-3613
abryant@masterstransportation.com
www.masterstransportation.com
(Your trusted source for safe, reliable, and
innovative group transportation solutions.)
* GOLD LEVEL AFFILIATE



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

RETURN SERVICE REQUESTED



NASB BOARD NOTES

A MONTHLY PUBLICATION FROM THE NEBRASKA ASSOCIATION OF SCHOOL BOARDS



LEADERSHIP

INNOVATION

VISION

ENGAGEMENT

#liveNASB

#weLIVEhere

IN THIS EDITION

A PASSING OF THE TORCH IN WYNOT
TRAINING, NETWORKING, ENGAGEMENT & EVENTS
ANOTHER GREAT DAY FOR THE MEMBER GOLF OUTING
BE HEARD! CALL FOR LEGISLATIVE PROPOSALS - DUE JULY 1
FACE TO FACE: SCHOOL LEADERS & LAW RECAP
AT THE BOARD TABLE
AN UPDATE FROM THE STATE BOARD OF EDUCATION
ARE YOU REGISTERED?
2021 AREA MEMBERSHIP MEETINGS: ON THE ROAD AGAIN!
YOUR NASB BOARD OF DIRECTORS & STAFF
YOUR 2021 NASB AFFILIATES
... AND MUCH MORE!

AS WELL AS "THIS MONTH IN ..."

... ADVOCACY & GOVERNMENT RELATIONS
... ALICAP & INSURANCE
... BOARD LEADERSHIP
... DATA ANALYTICS
... ENERGY PURCHASING
... MEMBER ENGAGEMENT
... POLICY
... SEARCH, STRENGTHS & AWARDS
... TECHNOLOGY

NASB Monthly Update for Board Meetings - Agenda Item:

July 2021

View the Monthly Update in video form at:

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

[Latest 'Board Notes' – Monthly Newsletters](#)

“NASB Update”

As a board, some items you should doing, or have on the monthly agenda include:

<http://members.nasbonline.org/index.php/resources>

MISSION, VISION, & GOALS

- Strategic Plan Update; District Goals Update

POLICY GOVERNANCE

- **Student Fees Policy.** On or before August 1, every school board is required to hold a public hearing proposing a student fee policy. In the meeting, the board shall review the amount of money collected from student fees (per policy) the prior year. They shall then propose and adopt the upcoming school year policy and publish in the student handbook. The written Meal Charge Policy and guidelines shall be in place and ready to be communicated to staff and households. § 79-2,134
- **Student Conduct.** On or before August 1, each year, all school boards shall annually review in collaboration with the county attorney of the county in which the principal office of the school district is located the rules and standards concerning student conduct adopted by the school board. § 79-262

ACCOUNTABILITY & STUDENT ACHIEVEMENT

- **Review Summer School Program** [Content of report: staff, # students served, purpose and value, etc.]
- **Review the Alternative Education Program** [Content of report: staff, # students served, curriculum, etc.]
- **Review Multi-Cultural Education Program**
- **Apply for Distance Education Incentives.** On or before August 1, School districts and educational service units shall apply for Distance Education Incentives (through 2020) § 79-1337
- **Students receiving instruction in another district; contracts authorized.** On or before August 15, if the school district is contracting with a neighboring district(s) for instruction of all or any part of pupils residing in the district, written contracts shall be filed in the office of the superintendent of the primary high school district. § 79-598

DISTRICT/ESU RESOURCES [BUDGET]

- **Conduct a Public Hearing on the Proposed Budget Statement.** §13-506 The hearing shall be held separately from any regularly scheduled meeting and shall not be limited by time. Notice of place and time of such hearing, together with a summary of the proposed budget statement, shall be published at least four calendar days prior to the date set for hearing in a newspaper of general circulation within the governing body's jurisdiction. At such hearing, the governing body shall make at least three copies of the proposed budget statement available to the public and shall make a presentation outlining key provisions of the proposed budget statement, including, but not limited to, a comparison with the prior year's budget. Any member of the public desiring to speak on the proposed budget statement shall be allowed

to address the governing body at the hearing and shall be given a reasonable amount of time to do so. After such hearing, the proposed budget statement shall be adopted, or amended and adopted as amended, and a written record shall be kept of such hearing. The amount to be received from personal and real property taxation shall be certified to the levying board after the proposed budget statement is adopted or is amended and adopted as amended. If the levying board represents more than one county, a member or a representative of the governing board shall, upon the written request of any represented county, appear and present its budget at the hearing of the requesting county. The certification of the amount to be received from personal and real property taxation shall specify separately (a) the amount to be applied to the payment of principal or interest on bonds issued by the governing body and (b) the amount to be received for all other purposes. If the adopted budget statement reflects a change from that shown in the published proposed budget statement, a summary of such changes shall be published within twenty calendar days after its adoption in the manner provided in this section, but without provision for hearing, setting forth the items changed and the reasons for such changes.

- **Budget Authority and Allowable Reserve Percentage Certification §79-1023**

BOARD/SUPERINTENDENT RELATIONS

- Complete first year superintendents second evaluation and review goals.
- **Superintendent Pay Transparency Act.** On or before August 1, file with NDE a copy of approved contracts or any amendments, for superintendent/ESU administrator services. § 79-2403

REPORTS

- Board Committees; Superintendent; Administrators

NASB's Video Resources: <http://members.nasbonline.org/index.php/news-resources/videos>

- Legal Resources, NASB's Live & Learn Series, Q&A's with the Governor and Commissioner Blomstedt, EHA Updates, Advocacy breakdowns, Monthly Board Agendas, and MUCH more!

Networking & Events: <http://members.nasbonline.org/index.php/events>

- NASB Orientation – July 21 in Lincoln
- Area Membership Meetings – August to October
 - August 24 – Gering
 - August 25 – North Platte
 - August 31 – Valentine
 - September 1 – Norfolk
 - September 8 – Kearney
 - September 15 – York
 - September 29 – Fremont
 - October 5 – La Vista
 - October 6 – Nebraska City
- Facilities & Construction Workshop – September 9 – Kearney
- Labor Relations Conference – October 12-13 – Lincoln
- 5th Annual Sparq Tailgate Party – October 30 – Embassy Suites - Lincoln



-
- State Education Conference – November 17-19 – CHI Health Center, Omaha

Advocacy/2021 Legislative Session:

- The 2021 legislative session has wrapped. Keep tabs with all things pertinent to your school at NASB's Govt Relations page at <http://members.nasbonline.org/index.php/government-relations>

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

Watch all of the NASB videos at <http://members.nasbonline.org/index.php/news-resources/videos>

To see a quick glimpse at the various items the NASB is involved in, check out pages 10 & 11 each month in the ***Board Notes newsletter*** for "This Month In ...". To access the latest newsletter, click here: <http://members.nasbonline.org/index.php/news-resources/board-notes>



NASB BOARD QUICKS



A MONTHLY E-UPDATE OF KEY DATES FROM THE NEBRASKA ASSOCIATION OF SCHOOL BOARDS

LEADERSHIP

INNOVATION

VISION

ENGAGEMENT

#liveNASB

#weLIVEhere

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

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



YOUR MONTHLY BOARD AGENDA UPDATE VIDEO LINKS

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

JULY

NASB LEGISLATIVE LUNCH - JULY 19 - STEINAUER W/ SEN. JULIE SLAMA

NASB ORIENTATION - JULY 21 - LINCOLN

NASB LEGISLATIVE LUNCH - JULY 22 - STRANG W/ SEN. TOM BRANDT

AUGUST

AREA MEMBERSHIP MEETING - AUGUST 24 - GERING

AREA MEMBERSHIP MEETING - AUGUST 25 - NORTH PLATTE

AREA MEMBERSHIP MEETING - AUGUST 31 - VALENTINE

SEPTEMBER

AREA MEMBERSHIP MEETING - SEPTEMBER 1 - NORFOLK

AREA MEMBERSHIP MEETING - SEPTEMBER 8 - KEARNEY

FACILITIES & CONSTRUCTION WORKSHOP - SEPTEMBER 9 - KEARNEY

AREA MEMBERSHIP MEETING - SEPTEMBER 15 - YORK

AREA MEMBERSHIP MEETING - SEPTEMBER 29 - FREMONT

OCTOBER

AREA MEMBERSHIP MEETING - OCTOBER 5 - LA VISTA

AREA MEMBERSHIP MEETING - OCTOBER 6 - NEBRASKA CITY

LABOR RELATIONS CONFERENCE - OCTOBER 12-13 - LINCOLN

5TH ANNUAL SPARQ TAILGATE - OCTOBER 30 - EMBASSY SUITES - LINCOLN

NOVEMBER

2021 STATE EDUCATION CONFERENCE - NOVEMBER 17-19 - DOWNTOWN OMAHA

LEADERSHIP

INNOVATION

VISION

ENGAGEMENT

#liveNASB

#weLIVEhere



Member Update

July 7, 2021

Access the Members area of www.nrcsa.net anytime.

Login: *member* Password: *recess*

NRCSA is starting what we hope to be an annual tradition. In conjunction with Administrator Days, we will hold the first NRCSA New Superintendent Breakfast. We will be inviting newly hired Superintendents/ESU Administrators in NRCSA-sized school districts/ESUs to meet with us for breakfast on Thursday, July 29, at 7:00 a.m. As an introduction, we will share the role of NRCSA in rural schools and ESUs. Invitations will be sent to the new Superintendents prior to the July 1 beginning date of most contracts.

Annual Dues remain at \$850. Notices were sent out to superintendents via email June 28 through June 30 to all school districts, individual members received renewal materials as well. You are welcome to pay your dues in this fiscal year or the next. Last year we had 213 school districts, ESU's, and State colleges and we are hoping to continue our annual growth. Thanks to you for being a member. This energizes our representation and advocacy for rural Nebraska, no matter who we are engaged with on education, legislation, or community issues. Without your support, there is less rural advocacy. Whether we like it or not, the outstate and rural population does not create a legislative majority anymore. In fact, rural Nebraska will likely lose another seat or two in the Unicameral in the next redistricting. Finding success, whether passing, amending, or stopping legislation comes from membership, relationships, and focus. Thanks to your membership in NRCSA, rural is at the table and making a difference on behalf of our rural students, schools, and communities.

NRCSA leadership positions for the 2021-22 school year have been filled. The West District Representative position on the NRCSA Executive Committee has been filled through our election process. Congratulations to Eugene "Mo" Hanks, Superintendent at Crawford, who has been elected.

Welcome new Legislative Committee members: Nick Mumm, Superintendent at Giltner; Mike Williams, Superintendent at Arcadia; Patrick Ningen Superintendent at Creek Valley; and Chris Geary; Superintendent at Leyton.

NRCSA Events

NRCSA Golf Tournament
July 27, 2021
 Meadowlark Hills Golf Course in Kearney
[More about this event](#)

NRCSA Legislative Forum
February 22, 2022
 Cornhusker Hotel in Lincoln
[More about this event](#)

NRCSA Spring Conference
March 17-18, 2022
 Holiday Inn in Kearney
[More about this event](#)

Committee Meetings

2021-22 NRCSA Executive Committee
July 28, 2021
 Kearney Holiday Inn, Executive Room, 3:00 PM

NRCSA Programs

- [Global Speech Teletherapy](#)
- [Planning Support Service](#)
- [Scholarship and Awards Programs](#)
- [Superintendent Search Service](#)

Legislative Contacts

U.S. Senators

Welcome to new Scholarship and Recognition Committee members: Drew Harris, Administrator at ESU 9; Chris Kunch, Superintendent at Mullen; Tony Primavera, Superintendent at Hayes Center; Justin Hayes, Superintendent at Santee; and Dr. Heather Nebesniak, Superintendent at Ord.

Welcome to James McGowan, Superintendent at Brady, newly appointed to the NRCSA Rural Teacher Committee.

The NRCSA Joe Toczek Golf Tournament is scheduled for Tuesday July 27, 2021. This event is held annually on the Tuesday before Administrator Days. At this point the tournament is full and there is a waitlist to play. We will accommodate as many golfers as we can but the maximum number of spots available is 144 and interest in playing has exceeded that number.

Graduate School Library Programs in Nebraska (from Dr. Sara Churchill, Ed.D., UNO; and Judy Henning, Ed.D., UNK)

Today's school librarians are not just managers of a collection of resources, but also educational leaders who collaborate with the classroom teachers on a daily basis and teach essential information evaluation and research skills to students. In fact, many administrators include librarians on the school improvement team because of their overall curricular knowledge of the school. In some schools, librarians are the school's technology leaders facilitating the use of technology for the classroom teachers. Research demonstrates that school librarians are instructional leaders who are instrumental in increasing student academic achievement.

In Nebraska, there are two institutions that offer graduate programs of study for teachers who want to add the PreK-12 school librarian endorsement to their NDE teaching certificate. The University of Nebraska Omaha and University of Nebraska at Kearney both offer Nationally Recognized School Library programs that meet national and state standards for developing high-quality, digital-age librarians. The coursework includes a focus on the many roles of today's school librarians from how to teach information evaluation and research skills to how to assess curriculum materials for every subject area to promotion of reading and technology integration. Both programs offer fully online coursework on a schedule that is flexible for the needs of today's practicing educators.

Strong educators who love reading and serving both students and staff are excellent candidates for school library positions. Certified teachers who take two graduate library courses (6 credit hours) in a calendar year are eligible to serve in a school library position, without a full or provisional endorsement. This allows administrators to "grow their own" school librarian and meet the Nebraska Department of Education requirements for accreditation.

[Deb Fischer](#)

[Ben Sasse](#)

U.S. House of Representatives

[Don Bacon](#)

[Jeff Fortenberry](#)

[Adrian Smith](#)

Nebraska Governor

[Pete Ricketts](#)

NE State Senators

[Raymond Aguilar, Dist 35](#)

[Joni Albrecht, Dist 17](#)

[John Arch, Dist 14](#)

[Carol Blood, Dist 3](#)

[Eliot Bostar, Dist 29](#)

[Bruce Bostelman, Dist 23](#)

[Tom Brandt, Dist 32](#)

[Tom Brewer, Dist 43](#)

[Tom Briese, Dist 41](#)

[John Cavanaugh, Dist 9](#)

[Machaela Cavanaugh, Dist 6](#)

[Robert Clements, Dist 2](#)

[Jen Day, Dist 49](#)

[Wendy DeBoer, Dist 10](#)

[Myron Dorn, Dist 30](#)

[Steve Erdman, Dist 47](#)

[Mike Flood, Dist 19](#)

[Curt Friesen, Dist 34](#)

[Suzanne Geist, Dist 25](#)

[Tim Gragert, Dist 40](#)

Both institutions offer their students the opportunity to complete a master's program along with their school library endorsement. This can benefit local districts by fostering experience and creating highly-qualified teachers within our schools. Since the school library endorsement is a 30-credit hour endorsement, earning a master's degree typically only requires two additional classes. Students in either program can also take 2-3 additional graduate technology courses to qualify for a supplemental NDE endorsement in PreK-12 Instructional Technology Leadership.

Because there is a shortage of school librarians in Nebraska, graduate students pursuing a school librarian endorsement are eligible to apply each spring for the Enhancing Excellence in Teaching Program (EETP). EETP is a forgivable loan program from the Nebraska Department of Education that pays partial tuition for classes towards an endorsement in a shortage area or towards an advanced degree. Graduate students who are eligible may apply for up to \$175 per credit hour for a maximum of \$3,000 per year. Students may reapply each year for up to five years. See the [Nebraska Department of Education EETP Information website](#) for additional information.

There are many supports available to administrators who are looking for a dynamic, high-quality school librarian. Dr. Judy Henning, Assistant Professor of Teacher Education, is the administrator of UNK's program. Dr. Sara Churchill, Assistant Professor of Teacher Education, is the coordinator of UNO's program. Drs. Henning and Churchill are eager to help administrators fill this valuable position. They can help take some of the burden of finding a school librarian off of administrators. Their expertise can guide potential candidates through the admissions process, help them navigate the program choices and endorsement requirements, and provide institutional verification to NDE once a program is completed. Additionally, the School Library programs serve as two of the biggest networks for the profession in the state. Informing candidates about open positions, both now and in the future, is something that occurs regularly. UNO operates a school library mailing list that reaches hundreds of school librarians across the state and beyond.

Both Dr. Henning and Dr. Churchill are available to discuss how you can "grow your own" school librarian, help answer questions about EETP or endorsement requirements, as well as connect you with quality candidates and even facilitate access to professional development in the area of school librarianship. Please consider reaching out to either program coordinator to discuss how we can help support you in filling this high-impact position.

Sara Churchill, Ed.D., UNO
402-554-3485. schurchill@unomaha.edu

Judy Henning, Ed.D., UNK
308-627-6807. henningja@unk.edu

[Data for SL Revisions](#)

[Michael Groene, Dist 42](#)

[Steve Halloran, Dist 33](#)

[Ben Hansen, Dist 16](#)

[Matt Hansen, Dist 26](#)

[Mike Hilgers, Dist 21](#)

[Robert Hilkemann, Dist 4](#)

[Dan Hughes, Dist 44](#)

[Megan Hunt, Dist 8](#)

[Mark Kolterman, Dist 24](#)

[Steve Lathrop, Dist 12](#)

[Brett Lindstrom, Dist 18](#)

[Lou Ann Linehan, Dist 39](#)

[John Lowe Sr., Dist 37](#)

[John McCollister, Dist 20](#)

[Mike McDonnell, Dist 5](#)

[Terrell McKinney, Dist 5](#)

[Adam Morfeld, Dist 46](#)

[Mike Moser, Dist 22](#)

[Dave Murman, Dist 38](#)

[Rich Pahls, Dist 31](#)

[Patty Pansing Brooks, Dist 28](#)

[Rita Sanders, Dist 45](#)

[Julie Slama, Dist 1](#)

[John Stinner, Dist 48](#)

[Tony Vargas, Dist 7](#)

[Lynne Walz, Dist 15](#)

[Justin Wayne, Dist 13](#)

[Matt Williams, Dist 36](#)

[Anna Wishart, Dist 27](#)

Chadron State College Special Education Para-to-Teacher Program Initiative.

Purpose: This “Grow Your Own” Special Education Teacher program is designed to provide school districts with the opportunity to cultivate and participate in the training of their para-professionals who wish to continue their education to become special education teachers.

Who: Any individual who holds a minimum of an Associate’s Degree (or equivalent credit hours) from an accredited higher education institution, and who is employed as a para-professional within a school district.

What: Chadron State will provide required course work and enrichment activities via online, face-to-face (via Zoom), and on the job experiential learning, leading to a Bachelor’s in Education Degree, and a Nebraska Teaching Certificate with an endorsement in Special Education (grades PK-12). With administrator input, program course work will be tailored to best fit your district practices and expectations. Each course will be offered in an 8-week format, with 12-13 credit hours to be completed each 16 week semester.

How: Program participants will be advised, monitored, and supported by CSC faculty/staff, and a CSC Education Program liaison is specifically assigned to facilitate their progress. District para-professionals may enter the program at any time in the academic year.

When: once participants reach their senior academic year they will embark on completing their capstone course work, via online and Zoom class sessions. This course work has been pared down considerably with the understanding and assumption that these student teachers will be learning “on-the-job”. For example, one section covers classroom management practices. Clearly, one can argue and attest that these student teacher interns are learning more about managing a classroom from being mentored by veteran teachers within your school, and observing them in action. This is the belief and learning approach embraced during this senior year. However, to ensure and assess concept learning, Chadron State faculty will be meeting with your student teacher cohort twice per week for 1.5 hours, via Zoom conferencing technology.

Graduation: At the completion of this program students/candidates graduate from Chadron State College, and apply for teaching licensure resulting in a valid initial teaching certificate with and endorsement in PK-12 Special Education. Chadron State’s education program is nationally and State accredited. As such, interstate certification reciprocity is not a problem.

Things for your consideration:

- 1) To qualify for this program participants must hold at least an Associate’s Degree or the equivalent in college credit hours. (*CSC will work with those applicants to provide them with the needed coursework leading up to program entry*).
- 2) Districts must agree to maintain para-professional employment throughout the course of the program—including during the student teaching experience.

Please contact **Dr. Don R. King** for more program information, at DKing@csc.edu

NRCSA Leadership

Ginger Meyer, President
Chadron Public Schools

Del Dack, Past President.
Paxton Consolidated Schools

Dr. Dawn Lewis, Pres-Elect.
Arlington Public Schools

Jane Davis, Secretary.
Hershey Public Schools

District Representatives:

Eugene Hanks, West
Crawford Public Schools

Dale Hafer, North Central
Ainsworth Community
Schools

Dr. Jon Cerny, Northeast
Bancroft-Rosalie Community
Schs

Paul Sheffield, Southeast
Exeter-Milligan Public
Schools

Jon Davis, South Central
Alma Public Schools

Alan Garey, Southwest
Medicine Valley Schools

Executive Director:

Jack Moles

Lobbyists:

Jon Edwards
Trent P. Nowka
Russell Westerhold

Legislative Co- Chairs:

Randy Page,
Thayer Central Community
Schs

Dr. Jason Dolliver
Pender Public Schools

Scholarship & Recognition Co Chairs:

Tim Heckenlively,
Falls City Public Schools



The Unicameral ended its session a little early. NRCSA had a hand in working on several bills. A few bills that were passed into law:

- LB 2 (Sen. Briese): Sets ag land valuations at 50% of actual value in school bond elections. LB 2 only affects bond elections that are passed after the operative date of January 1, 2022. NRCSA opposed the bill.
- LB 83 (Sen. Flood): Provides for the use of virtual meetings of some public bodies, including ESU Boards of Education and the ESUCC. Public school Boards of Education are not provided that same opportunity, other than in a declared emergency situation. Another provision in the law states that school districts must post Board of Education agendas and minutes on the school website. The law became operative on April 22, 2021.
- LB 143 (Sen. Kolterman): Requires DHHS to contact a school district before placing a foster child in the district. NRCSA supported the bill. The bill passed and has an effective date of August 28, 2021. NRCSA appreciates the work of Supt. Brad Best of Heartland for his work on this bill over the past two years.
- LB 322 (Williams): Requires NDE to develop a statewide reporting system that will allow individuals, including students, school staff, parents, and others to anonymously report possible threats to people or school property. The system would then alert the school safety and security team. It became operative on May 25, 2021.
- LB 388 (Sen. Friesen at the request of the Governor). Provides state funding for projects to increase availability of broadband in rural areas. NRCSA supported LB 388. It went into effect on May 27, 2021.
- LB 389 (Sen. Sanders): Provides for the issuance of a Nebraska teaching permit to spouses of military personnel stationed in Nebraska if he/she holds a valid teaching certificate in another state. The law goes into effect on August 28, 2021.
- LB 396 (Sen. Brandt): Establishes the Nebraska Farm-to-School Program. Provisions of the bill include (1) providing school lunch programs with locally produced fresh food, (2) provide for programs to encourage students to eat healthy. It becomes operative on August 28, 2021.
- LB 452 (Sen. McKinney): Creates the Financial Literacy Act. Beginning with the 2023-24 school year, districts will be required to provide financial literacy in elementary and middle school, and require high school students to complete a financial literacy class as a graduation requirement. NDE is required to develop content standards. The law becomes operative on August 28, 2021.
- LB 639 (Day): Adopts the Seizure Safe Schools Act. It requires each school to have at least one employee who is trained to deal with situations involving a response to seizures. Schools will be required to develop seizure action plans. The law goes into effect on August 28, 2021.

- LB 644 (Sen. Ben Hansen): Requires political subdivisions, including school districts, to participate in a public hearing if the subdivision intends to raise its property tax request from the previous year by more than 2% plus real growth. The subdivision is required to appoint a representative to be a representative at the meeting. A postcard will be mailed by the county containing notice of the meeting and the political subdivisions involved in the hearing. The law establishes some date changes to the budgeting schedule that Superintendents and Boards of Education will want to pay particular attention to. The law has an effective date of January 1, 2022.

Several legislative resolutions calling for interim studies were passed. Of great interest to NRCSA schools would be LR 141 (Sen. DeBoer), which calls for a School Finance Review Committee to look at how schools are funded in Nebraska. LB 132, as originally introduced, called for a commission of people other than just Senators to conduct the study. However, through negotiations on the floor of the Unicameral, a committee made up solely of Senators was established. Appointed to the committee are the following Senators:

- Senator Bostar
- Senator Brandt
- Senator DeBoer
- Senator Dorn
- Senator Flood
- Senator Friesen
- Senator Groene
- Senator McKinney
- Senator Pahls
- Senator Wishart
- Senator Walz (Chair of Education)

NRCSA “Outstanding” recognitions were made at the Spring Conference. The awards presentations during the conference are considered a favorite aspect by attendees each year. This year was no different as NRCSA was able to recognize eight individuals for 2021 and one from 2020 for great contributions to rural education in Nebraska. NRCSA takes great pride in congratulating the following award recipients:



OUTSTANDING SUPERINTENDENT: Grant Norgaard, McCook Public Schools



OUTSTANDING PRINCIPAL: Tammy Carlson, Fullerton Public Schools



OUTSTANDING BOARD OF EDUCATION MEMBER: Dan Wesely, North Bend Central Public Schools



OUTSTANDING ESU STAFF MEMBER: Jeff McQuistan, ESU 17



OUTSTANDING SECONDARY TEACHER: Becky Bruening, Crofton Community Schools



OUTSTANDING ELEMENTARY TEACHER: Laurie Hothem Smith, Sumner-Eddyville-Miller Schools



2021 OUTSTANDING MUSIC TEACHER: Heather Stahr, McCool Junction Public Schools



2020 OUTSTANDING MUSIC TEACHER: Laureen Powell, Cross County Community Schools (note: since we were not able to present Laureen's award at the 2020 Spring Conference the decision was made to present her award at this year's conference since her Jazz Band was performing. The presentation was made a little more meaningful as one of her students, Cory Hollinger, presented her with her award)



OUTSTANDING CLASSIFIED STAFF MEMBER: *Mary Teten, Johnson County Central Public Schools (note: this is a new award that was instituted this year).*



Congratulations goes to Bancroft-Rosalie for being one of two recipients of NRCSA's Closing the Achievement Gap Award plaque. Since we did not have a Spring Conference last spring, presentation of award winners are being held differently. Executive Director Jack Moles presented the plaque to Superintendent Jon Cerny and members of the Bancroft-Rosalie administration team and Board of Education at the January Board of Education meeting. The other plaque and certificate recipients were announced at the Spring Conference.

NRCSA had a very successful year in assisting Boards of Education in choosing their next Superintendent of Schools.

To date, our consultants have worked with fourteen Boards of Education in the search process.

Congratulations to the following for being selected through the NRCSA Superintendent Search Service process:

- Amherst--Matt Gordon
- Arapahoe--Brian Gegg (Interim)
- Boyd County--Mike Sanne
- Centennial--Seth Ford
- Creighton--Josh Weber
- Eustis-Farnam--Nick Hodge
- Franklin--Chris Lecher
- Friend--Derek Anderson
- Loup City--Dean Tickle
- Oakland-Craig--Jessica Bland
- Ravenna--Brad Kjar
- Sutherland--Steve Bristol
- Syracuse-Dunbar-Avoca--David Kraus
- Wynot--Paul Hans

We also took on a first this year as we assisted Boyd County in the search process for a 5-12 Principal. Quentin Witt was recently selected as the new Principal at Boyd County.

Fourteen Superintendent searches is a new high for the NRCSA Superintendent Search Service. Our consultants have done a remarkable job this year in assisting Boards. Thank you to consultants Jim Havelka, Robin Stevens, Cindy Huff, Fred Helmink, Dan Bird, Rob Hanger, Mark Norvell, Caroline Winchester, Jon Habben, and Curtis Cogswell for your outstanding work this past year!

If your district finds a need to locate your next school leader, please be sure to keep the NRCSA Superintendent Search Service in mind. You can contact Executive Director Jack Moles at jmoles@nrca.net.

The NRCSA/ESUCC Remote Learning Project was released on Monday, December 7.

Commissioner of Education Matt Blomstedt had visited with a few administrators and me about the perceived need for such a document for school districts. NRCSA and the ESUCC agreed to take on the project. Work began in late October. A fairly short timeline was established as the goal was to have it to schools prior to entering the winter break. An original target date of Dec. 4 was set, but adjusted to Dec. 7. Thus, a very aggressive timeline that was met. The project was divided among several subject area committees, each headed up by a Superintendent and an ESU Administrator. Included on committees were not only Superintendents/ESU Administrators, but also Principals, Teachers, Staff Developers, SPED Directors, Technology Directors, Teaching Coaches, Mental Health Practitioners, a representative from NDE and a university professor. All brought a different and very valuable angle to the committees.

The project ended up having two sites, both accessible from the other. One is the teacher side of the project. This site has many, many resources for teachers for planning, instruction, assessment, and troubleshooting. The other side is the administrator side. This site has numerous resources for administrators to help their teachers and to coordinate a successful remote learning program. The administrator side also has resources for parents of students in a remote learning setting.

A special highlight of the project are many short videos of Nebraska educators discussing different aspects of remote learning, either from the teacher angle or the administrator angle.

The links for the project:

TEACHER SITE: bit.ly/TeacherRemoteSupport

ADMINISTRATOR SITE: bit.ly/AdminRemoteSupport

The committees, along with the co-chairs) were:

RESOURCES/PROGRAMS FOR TEACHERS--Amy Shane (O'Neill) and Andrew Easton (ESUCC)

STRATEGIES FOR ADMINISTRATORS TO HELP TEACHERS--Jim Widdifield (Minden) and Deb Paulman (ESU 16)

PROFESSIONAL DEVELOPMENT (Heather Nebesniak of Ord and Gregg Robke of ESU 4)

EVALUATING THE SUCCESS OF REMOTE LEARNING PROGRAMS--Brad Best (Heartland) and Melissa Wheelock (ESU 10)

STRATEGIES FOR PROVIDING SPECIAL SERVICES--Larianne Polk (ESU 7) and Ginger Meyer (Chadron)

STRATEGIES FOR HELPING PARENTS--Brenda McNiff (ESU 5) and Curtis Cogswell (McCool Junction)

CONNECTIVITY--Jon Cerny (Bancroft-Rosalie) and Drew Harris (ESU 9)

A Leadership Committee made up of Kraig Lofquist (ESUCC Executive Director), Vern Fisher (Gibbon Superintendent), John Skretta (ESU 6 Administrator), Andrew Easton (ESUCC Director of Digital Learning) and Jack Moles (NRCSA) helped to guide the work of the committees. A Steering Committee, made up of committee leaders and the Leadership Committee, met once per week to work on coordination of the project. I am very appreciative of all the leadership that rose up in this project, but especially want to point out the work of Andrew Easton for his dedication to the project. The final product is better than I could have envisioned and much of that can be attributed to Andrew. He and Deb Paulman (ESU 16) were responsible for the final form that the project took.

John Skretta, Vern Fisher, Andrew Easton, and Jack Moles will be presenting on the NRCSA/ESUCC projects at the 2021 National Forum to Advance Rural Education on November 11-12, 2021 in Indianapolis, IN.

I am so very proud of the willingness of rural educators to get involved and to take on leadership positions. The collaboration between our rural schools and the ESUs that serve them was very inspiring! Rural education in Nebraska is certainly in good hands! Thank you to all who were involved in this awesome project!

NRCSA has been an invited member of the Nebraska Concussion Coalition. The most recent document produced by the Coalition may be accessed here:

[Get Schooled on Concussions](#)

The UNL Department of Educational Psychology has received a grant from the Swanson Foundation which allows them to offer mental health services to rural schools.

From Dr. Michael Scheel, Chair of the UNL Department of Educational Psychology:

The UNL Department of Educational Psychology would like to offer counseling and psychological services, as well as consultation services to the schools and communities of Southeast Nebraska. We run a mental health counseling and therapy clinic and we are offering counseling and consultation services to teachers, administrators, students, and community members of Southeast Nebraska. Services will be provided through remote and confidential means (i.e., Zoom conferencing). We are hoping that schools, families, and individuals contact us to schedule an appointment for a telehealth counseling or consultation session.

We have recently learned that a donor will support our work with individuals living in rural Southeast NE by paying all fees for services. Thus, whoever seeks out our services will simply have to indicate they live in Southeast Nebraska, and any services we provide will be paid for through the UNL Foundation. Individual, couple, and family counseling will be provided without financial expense. Additionally, we can provide teachers, school administrators, school counselors, and school social workers consultation services for students of their schools without charge.

We are very excited to enter a partnership with schools and communities of SE Nebraska to promote mental health and well-being. We are aware of the mental health counseling disparities that exist in Nebraska rural areas, and our department, our College of Education and Human Sciences, and UNL are highly interested in offering our expertise and resources with the goal of enhancing the well-being of SE Nebraska individuals, schools, and communities. We are a group comprised of licensed psychologists and psychology graduate students who regularly provide services through our clinic to the Lincoln community. We are seeking to reach beyond Lincoln to connect more with surrounding rural areas. We also are acutely aware of the importance of addressing mental health concerns right now as we all are experiencing the stress of going through the COVID-19 pandemic.

The Counseling and School Psychology Clinic is a training clinic in which graduate students in counseling and school psychology work with clients under the supervision of licensed psychologists. Services are available to all on a sliding scale. For clients from SE Nebraska communities, services will be paid for through UNL Foundation funds supplied by a donor who cares deeply about the welfare of schools and communities in SE Nebraska. Counseling services are offered to improve well-being, improve academic and behavioral issues, stabilize mood, manage stress, and improve life-adjustment issues.

For more information, please visit our clinic website:

<https://cehs.unl.edu/edpsych/clinic/>

Amendments and additions to the NRCSA Constitution and By-laws were approved at the General Membership Meeting at the Spring Conference. Most of the changes are technical or corrective in nature, however there are some changes of substance. Voting on these changes was to have taken place at the 2020 General Members meeting that was scheduled to be held during the Spring Conference. We then considered holding a General Members meeting at the NASB/NASA Fall Conference, but like the 2020 NRCSA Spring Conference, that did not take place either. The vote was finally taken at the 2021 Spring Conference. The newly updated version can be accessed here:

NRCSA By-Laws 2021

A common theme from some of the decision makers on the state level is that “out of control” local spending is to blame for the property tax problem. NRCSA, along with many other educational entities, maintains that we do not have a school spending issue, but instead have a school funding issue. Attached are two reports, one from NRCSA, the other from Open Sky, that discuss the myth of “out of control” school spending. It is my hope that administrators and Board of Education members will read, then use these reports to counter those claims. When you do please tell your district’s story as that is the most powerful way to get this message across.

NRCSA Spending Study

A Look at School Spending in NE from Open Sky

Board of Education meeting visits. Beginning in December, 2019, I started attending Board of Education meetings in member school districts. Since then, I have attended 34 such meetings. I have really enjoyed this and am willing to attend Board meetings when I can. I take a few minutes to cover NRCSA news and offerings, as well as some legislative news. When I am going to be in a specific area on Board meeting days I may send out a notice to near-by Superintendents to make an offer to visit. I’d like to be able to schedule two or three in the same evening if I can.

In March I attended Board meetings at Hampton, Giltner, Aurora, Johnson County Central, ESU 11, Holdrege, and Wilcox-Hildreth. I attended the Board meeting at Sterling on April 19 and Wilber-Clatonia on May 17. I attended Board meetings at Hershey and Paxton on June 14. I will not be available to attend Board meetings on July 12, but could attend meetings on July 14 (2nd Wednesday) or July 19 (3rd Monday)--just let me know and I’ll see if I can make it work.

If you would be interested in me attending a future Board meeting, please contact me to start the arrangements. Of course, current conditions may make it more difficult to physically attend your Board of Education meetings. I would be willing to “attend” your Board meetings via Zoom if you preferred. I would still only do one at a time but would be able to do several in the same evening. Let me know and we will try to make the connection.

I continue to work on a project in which I could use your help. I would like to have a picture or two from your school or ESU that includes either (1) the school name and/or the mascot name or (2) a source of pride for your district. Those of you who attended the Spring Conference were able to view the slideshow of pictures from our members. Ideas:

1. the marquee in front of the school/ESU
2. the entrance to the school/ESU
3. scoreboard
4. student team or group with the name on uniforms
5. new building or facilities
6. innovative project

Many of you have already responded to my request. To date over 130 schools and ESUs have responded. If you have not yet participated, you can either email the pictures (jmoles@nrca.net) or text them to 402-335-7732. If you are a new member district or ESU, of course, I also would not have pictures from you. Thanks for your help!

We urge you to consider making use of the NRCSA Partner OneCard as a tool for you in managing school expenditures, both large and small. Certainly, the card can help reduce/eliminate any issues relative to unverified cash expenditures. You decide who uses it, can get cards for each of those users, keep all cards wherever you wish, determine the amount to load it with, and how long the time frame of use is. It is a terrific management tool and clearly identifies each expenditure/name/date/amount. Whether small purchases or very large purchases, the card is a terrific tool. NRCSA owns the state contract, so liability for misuse falls to NRCSA, not the district user. We have only had three circumstances of fraud and all three have been the theft of the card number information, not any district employee misuse. Great job by all participating districts in protecting the card and program! Don't forget, the NRCSA rebate from the transaction fee paid by businesses that choose to accept plastic is used for scholarship, awards, and special needs. For 2020-21, the rebate was over \$16,000 to NRCSA, showing that use is increasing, and large purchases are being included. WIN, WIN, WIN!

SUPERINTENDENT SEARCH & PLANNING

As we continue with the school year, some Boards of Education may be faced with the prospects of considering new leadership for their districts for next year. NRCSA has a Superintendent Search Service which has been highly successful. Last year the NRCSA Superintendent Search Service assisted in ten Superintendent searches. This year we have

already committed to helping 11 Boards of Education with their searches.

It is a common practice for many Boards of Education and the Superintendent to conduct short and long-term planning. NRCSA does provide a quality service using experienced consultants. If you are interested in more information, please contact Executive Director Jack Moles.

[NRCSA Search Service Experience](#)

[NRCSA Planning Support Brochure](#)

[Global Teletherapy is a NRCSA partner.](#)

Global Teletherapy is a nationally renowned K-12 remote therapy services provider offering mental-health, speech, occupational, and physical therapy services to students.

Currently serving approximately 100 schools in over 30 states around the U.S. with over 500 therapists, Global Teletherapy is excited to announce that they are prepared to assist schools with their SEL needs for the coming school year.

Please [click here](#) to see an infographic explaining why SEL services are crucial to student development and wellbeing and how Global Teletherapy can help maximize your students' potential.

For a full list of SEL services offered by Global Teletherapy please [click here](#).



From Dr. Jon Habben, NREA President:

I would strongly suggest all NRCSA superintendents, and their principals, tune in to KSB's webinar on ESSER III and the off-campus discipline court case that needs explanation in light of Tinker. The webinar will take place **July 8 at 10:00 AM Central Time and the link to join is below**. I am also continuing to hear the pandemic "further exposed" public school shortcomings and the need to bolster private, private charter, and public charter choices. Remember, this support crosses party lines and is not just a one-party agenda. The only us vs. them on this issue is who/where this type of choice is supported or not. Eyes open!

Take care, Jon

[Legislative Corps July 2, 2021](#)

[KSB Webinar](#)

The chart available through the link below outlines the primary differences between the Elementary and Secondary School Emergency Relief (ESSER) Fund under the Coronavirus Aid, Relief, and Economic Security (CARES) Act enacted on March 27, 2020, and the ESSER II Fund under the Coronavirus Response and Relief Supplemental Appropriations (CRRSA) Act, 2021, Public Law 116-260, enacted on December 27, 2020.

[ESSER II Fund \(CRRSA Act\)](#)



From the NREA:

Policy Intelligence and Education News

- **President’s “American Families Plan” released today** – The Administration today released the second part of its Build Back Better economic recovery and infrastructure plan that includes \$731 billion in education and child care funding along with other school-based investments that will benefit children. The President will formally announce the American Families Plan ([detailed fact sheet is here](#)) at a joint address to Congress tonight. The Plan focuses on investing in education and helping families through a variety of spending and tax changes. The biggest single components are \$200 billion for a partnership with states to provide universal high-quality preschool for all 3- and 4-year-olds and \$109 billion to provide tuition free community college, in essence adding an extra two years of free public education for all students. See the complete list of education-related items below.
 - **CEF side-by-side of education provisions in the proposed Build Back Better plans** – Attached is a one-pager that shows the education and education-related spending that the Administration has proposed in its American Jobs Plan and American Families Plan. There are additional tax-related provisions affecting children and families. These two major proposals are in addition to the President’s request for an almost \$30 billion increase in appropriations for the Department of Education plus substantial increases for education programs in other agencies for fiscal year (FY) 2022 (see the [CEF Update of 4.9.21](#) that describes the President’s discretionary request).
 - **Summary of education funding in the American Families Plan** – The President is proposing funding for a combination of existing and new education programs. The following education and education-related investments total \$731 billion:
 - **\$200 billion for universal pre-k** for all 3- and 4-year-olds. Current federal early education funding for FY 2021 includes \$10.7 billion for Head Start and \$275

million for preschool development grants.

- **\$109 billion for two years of free community college** for all. The American Jobs Plan includes another \$12 billion for community college infrastructure.
- **\$80+ billion to increase the maximum Pell Grant by up to \$1,400**, a 21% increase over the current maximum award of \$6,495. The President's FY 2022 budget includes a \$400 increase in the maximum award. These are both steps towards the President's goal of doubling the maximum Pell grant.
- **\$62 billion for a new program to strengthen student retention** at institutions of higher education that serve disadvantaged communities.
- **\$46 billion for Historically Black Colleges and Universities (HBCUs), Minority-Serving Institutions, and Tribally Controlled Colleges and Universities (TCUs)**. That total includes \$39 billion to provide 2 years tuition-free for students with family income below \$125,000; \$5 billion for institutional aid; and \$2 billion for graduate programs for skilled health workers.
- **\$9 billion for teacher training** to address teacher shortages and help provide a more diverse educator workforce. This includes \$2.8 billion for "Grow Your Own" and teacher residency programs; \$2 billion to train teachers for education leadership positions; \$1.6 billion for teacher certification programs; \$900 million to train special education teachers; and \$400 million for teacher training at HBCUs, MSIs, and TCUs. FY 2021 funding for the main federal teacher program (Title II - Supporting effective instruction state grants) is \$2.1 billion, which has been steadily cut from a peak of \$2.9 billion in FY 2009 until it grew slightly the last two years. Current funding for Teacher and School Leader Incentive Grants is \$200 million, which is exactly half the annual funding it received at its peak in FY 2010.
- **\$225 billion for child care** to cap costs for families earning less than 1.5 times their state's median income at no more than 7% of their income. The proposal would also help providers increase quality, and increase pay & benefits for the child care workforce. The American Jobs Plan also included funding for child care facilities.
- **Expand school-based meal programs**, including expanding the summer EBT program that helps families eligible for free and reduced-price school meals have access during the summer and allowing high-poverty schools to offer free meals to all students.
- **Senate earmarking rules announced** – On Monday, Senate Appropriations Committee chair Patrick Leahy (D-VT) [announced plans](#) to allow congressionally directed spending requests (aka, "earmarks") in FY 2022 appropriations bills. The limits and transparency requirements are similar but not identical to those announced earlier for the House. The Senate Committee has not yet announced deadlines for Senators to submit requests for programmatic funding or earmarks, but deadlines will likely be a couple of weeks after the President's detailed FY 2022 request is sent to Congress. There's also no set date for that to happen, but my guess is late May.
- **House Labor-HHS-Education hearing on education request next week** – On Wednesday, May 5, at 10am ET, the House Labor-HHS-Education Appropriations Subcommittee will hear testimony from Education Secretary Cardona on the President's FY 2022 discretionary request for the Department of Education.

[Age of Learning provides schools closed due to the coronavirus with free home access](#)

for all affected families to leading digital education programs ABCmouse, Adventure Academy, and ReadingIQ. Programs serve students in preschool / pre-k, elementary school, and middle school.

If you represent a U.S. school or district faced with school closures, please complete the below form.

For affected schools outside the U.S., we have partnered with UNICEF to make our resources available at no cost. We will update this page soon with guidance on how to access that offering.

[Age of Learning Form](#)

In light of the Department of Education’s recent announcement to suspend federal student loan payments and waive interest during the outbreak of COVID 19, Best Colleges provided some links to materials that may be helpful to you and your students related to student loans.

COVID-19 Student Loans Series

Coronavirus Student Loan Suspension Guide:

<https://www.bestcolleges.com/blog/coronavirus-student-loan-suspension>

Essentials to Student Loans:

<https://www.bestcolleges.com/resources/what-you-need-to-know-about-college-loans/>

Refinancing and Consolidating Guide:

<https://www.bestcolleges.com/financial-aid/student-loan-refinance-consolidation/>

[NRCSA Superintendent Search Service – 2020-21 Searches:](#)

Please let Jack Moles know where superintendent vacancies occur, so that NRCSA Superintendent Search can make direct contact. We need to hear as soon as possible in anticipation of getting promotional materials specific to that board of education ready. It is critical that Board Presidents have the NRCSA contact information so that if they choose to consider a Superintendent Search Service, NRCSA is one they hopefully will consider.



Superintendent/Elem Principal - Amherst Public Schools

Search Complete



Superintendent of Schools - Arapahoe-Holbrook Public Schools

Interim Search Complete



Superintendent of Schools – Boyd County Schools

Search Complete



Principal/AD – Boyd County Schools

Search Complete



Superintendent of Schools – Centennial Public Schools

Search Complete

CREIGHTON
COMMUNITY PUBLIC SCHOOL



Superintendent of Schools - Creighton Community Public School

Search Complete



Superintendent of Schools – Eustis-Farnam Public Schools

Search Complete



Superintendent of Schools – Franklin Public Schools

Search Complete



Superintendent of Schools – Friend Public Schools

Search Complete



Superintendent of Schools - Loup City Public Schools

Search Complete



Superintendent of Schools – Oakland-Craig Public Schools

Search Complete



Superintendent of Schools – Sutherland Public Schools

Search Complete



Superintendent of Schools – Ravenna Public Schools

Search Complete



Superintendent of Schools – Syracuse-Dunbar-Avoca Public Schools

Search Complete



Superintendent of Schools – Wynot Public Schools

Search Complete

2021-22 Searches



Superintendent of Schools - O'Neill Public Schools

Notice of Vacancy: **Available at a later date**

[Apply for this Vacancy](#)

Application Deadline: **TBD**



Superintendent of Schools - St Paul Public Schools

Notice of Vacancy: **Available at a later date**

[Apply for this Vacancy](#)

Application Deadline: **TBD**

Member Employment Postings (not using any search service):

NRCSA members may advertise their employment postings here FREE OF CHARGE, provided they are using NRCSA Superintendent Search or searching without using any search service to fill their vacancy.

No postings at this time.

Buy, Sell, Trade

NRCSA members may advertise jobs or items for sale. This service is completely FREE OF CHARGE to NRCSA members. E-mail jbundy@nrdsa.net if you would like to post something. Postings will remain in place for one (1) month but may be resubmitted if additional time is needed.

From former NRCSA Executive Director Dr. Jon Habben: I have been going on mission trips to Methodist Midwest Distribution Center located at 1001 Mission Dr south of Springfield IL. One of the ongoing projects is to make student desks that are shipped to schools in some African countries. They take donated wooden bleacher boards from raw and cut, plane, drill, sand and poly to make desk kits, then stack and wrap for army transport into Africa. They have many projects to make what is needed to respond to emergencies in the U.S. and needs in Africa. They respond beyond their eight state region by also supplying other Distribution Centers in the national consortium.

It is an amazingly organized set of projects responding to all kinds of needs. What are needed are indoor wooden bleacher boards being removed from schools to be donated to this center. They must be indoor and able to be planed down to 3/4". They must be at least 4" wide and any length. If possible, the gum can be removed from the underside. They will pick up donations. I think they have a traveling crew to help dismantle the bleachers as well.

The contact person is:

Brad Walton, Operations Mgr
Office 217.483.7911
Cell 217.358.6675
brad@midwestmission.org

Posted 6-10-21

ESU 7 Surplus Furniture Sale: See flyer below.

Contact: Mindy Reed, Executive Secretary, Educational Service Unit 7
2657 44th Ave., Columbus, NE 68601
(402) 564-5753 Ext.1003
mreed@esu7.org

[ESU 7 Surplus Furniture Sale Flyer](#)

Posted 6-10-21

Oakland-Craig Climbing Wall

Oakland-Craig Public Schools has a 8 X 36 foot rock climbing wall for sale. The wall comes in 4 X 8 foot sections and mounts to the wall with 2 bolts at the top and 2 at the bottom. The wall comes with a padded cover that lays on the floor when in use. The wall is in great shape and we are taking offers. The purchaser will be responsible for picking up the wall in a timely fashion from the school.

Please contact superintendent Jess Bland at 402-685-5661 or jessbland@ocknights for questions and offers.

See Photos Here

[Rock Wall 1](#)

[Rock Wall 2](#)

Posted 6-16-21

McAndrew Elementary

Ainsworth Community Schools

Grades K-6

2021-22



Teacher Handbook

McANDREW ELEMENTARY STUDENT AND PARENT HANDBOOK

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

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

SCHOOL MISSION

ACS CARES: Committed to Achieving Results for Everyone’s Success

2021-22 K-6 FACULTY & STAFF

ADMINISTRATION

Dale Hafer	Superintendent	District Office
Benjamin Wright	PK-6 Principal	Elementary Office

BOARD OF EDUCATION

Jim Arens	President
Mark Johnson	Vice President
Scott Erthum	Secretary / Treasurer
Jessica Pozehl	Member
Brad Wilkins	Member
Frank Beel	Member

FACULTY & STAFF

Jen Lentz	K-6 Office Assistant	Elementary Office
Leanne Maxwell	School Nurse	Elementary Office
Lori Clapper	School Nurse	Elementary Office
Tami Jacobsen	K-6 Guidance Counselor	Room 20
Lori Pollock	Kindergarten	Room 13
Caren Fernau	Kindergarten	Room 14
Deb Walker	Grade One	Room 10
Stacey Alberts	Grade One	Room 11
Pam Peterson	Grade Two	Room 15
Samantha Martin	Grade Two	Room 16
Sarah Carpenter	Grade Three	Room 18
Reagan Fairhead	Grade Three	Room 19
Alisha Strelow	Grade Four	Room 21
Julie Micheel	Grade Four	Room 17
Kelli Gibson	Grade Five	Room 109
Mandy Evans	Grade Five	Room 108
Heather Lutter	Grade Six	Room 110
Nichole Flynn	Grade Six	Room 107
Amanda Ganser	Computers	Room 9
Kayla Nilson	Vocal Music	Room 138
Roudy Clapper	Physical Education	Gym
Kara Welch	Library / Media	Room 9
Erin Rathe	5-6 Band	HS
Neiley Arens	K-2 Resource	Room 12
Bobbie Jo Robinson	3-4 Resource	Room 20
Tasha Kruse	5-6 Resource	Room 120
Scott Steinhauser	School Psychologist	Room 130
Christina Buckles	Speech Therapy	Room 6
Sandi Nelson	Reading Coach / Title I	Room 5
Lauren Osborne	ELL Teacher	
Erin Shaul	Paraprofessional	
Cathie Pankowski	Paraprofessional	
Wendy Smith	Paraprofessional	
DeAnn Nilson	Paraprofessional	
Roni Daniels	Paraprofessional	
Hailey McBride	Paraprofessional	
Melissa Freudenburg	Paraprofessional	
Karen Kackmeister	Paraprofessional	
Janet Painter	Paraprofessional / ELL	
Laurie Goodloe	Paraprofessional / Library	

Regular Schedule

7:30 Breakfast is served.
Students eating breakfast enter through high school doors.

7:45 Teachers are on duty.

7:55 Students enter building.
K-2 wait by **east** doors prior to entering classrooms.
3-4 wait by **west** doors prior to entering classrooms.
5-6 wait by **Big A** doors prior to entering classrooms.

8:00 Class begins.

11:00-12:45 Lunch and recess

Grade	Lunch	Recess
K	11:00-11:25	11:25-11:45
1	11:00-11:25	11:25-11:45
2	11:00-11:25	11:25-11:45
3	12:00-12:25	12:25-12:45
4	12:00-12:25	12:25-12:45
5	12:00-12:25	12:25-12:45
6	11:35-12:00	12:00-12:20

3:30 School is dismissed.
K-2 dismissed through **east** doors.
3-4 dismissed through **west** doors.
3:34 5-6 dismissed through **Big A** doors.

CLASSROOM SCHEDULES

Turn in all schedules to the Office Assistant no later than 5 days after the first day of school. Keep these updated with changes throughout the year, if applicable.

FIRST DAY OF SCHOOL REMINDERS

1. Go over all rules and policies pertaining to your room, hallways, restrooms, playground, hot lunch and special milk programs; and all other rules that you may adopt for your room.
2. Go over your daily class schedule; spend some time with each class in its discussion.
3. Keep an accurate record of textbooks issued, their conditions and other classroom books used during the year.

CLASSROOM RESPONSIBILITIES

1. You as a professional teacher are responsible for the educational process of the students. This is a heavy burden, but with hard work and dedication we all can provide the students with the best educational opportunities. Review the evaluation policy for expectations.
2. As a teacher you should not leave students unsupervised at any time. **If you have to leave the room for an emergency, contact the office and someone will supervise your room.**
3. When your classes are entering the building, leaving the building, or going to and from the Middle School, or High School **at least one teacher per grade level should accompany the students. This will help keep students calm and reduce the number of unpleasant incidents among students.**
4. Teachers are to be on duty at 7:45 a.m. You may leave at 3:45 p.m. I expect you to observe these hours unless you have discussed a specific situation with me. **You should supervise hallways when students enter, and when students are moving through the halls.** Most students are eager to greet their teacher in the morning, and you should be there to meet them.
5. Prepare for your substitute. Use the RED folder we provided on your desk for the purpose of helping the substitute.
In the folder should be:
 - daily schedule
 - seating chart
 - class list
 - supervising duties
 - complete lesson plans
 - attendance information
 - any other information that may be useful to a substitute.

If you need a substitute after normal office hours:

- Call Mr. Wright at 402-217-1605.
 - It is easier to cancel a substitute than to arrange one at the last minute.
 - **It is your responsibility to have your red sub folder, clear plans, materials, and directions brought in for the substitute.**
6. Many special services are available to our students, including speech services, psychological evaluation, resource placement, counseling, and health services. The referral process may involve

direct contact with Mr. Steinhauser, Mrs. Jacobsen or with Mr. Childers. One of us may recommend a Student Assistance Team meeting, or the students' teacher may request an SAT meeting. Parents may also request an SAT meeting. The purpose of the SAT is to generate educational alternatives using the expertise of team members. Subsequent SAT meetings may result in recommendation for testing for possible special services.

7. Dismissal and Clean up: There should be no early dismissals. When students are dismissed, dismiss them in an orderly manner under your supervision. Running in halls and loud boisterous activity is not acceptable. **I expect teachers to supervise students being dismissed as well as students entering the building. 3rd-4th should use West doors; K-2nd should use East doors.**

All students should vacate the building 10 minutes after dismissal (unless weather or other conditions mandate that those who are waiting for rides or relatives wait inside). Other exceptions would be students in detention or those who stay for extra teacher help.

DETENTION AND HOMEWORK

1. Students may be detained at noon, recess or after school if, in your judgment, this is the best way to remedy a situation. A student should notify his/her parents if he/she is staying after school. The student must also be supervised.
2. Homework is an invaluable tool when used wisely. Likewise, it can be equally harmful if used improperly or overwhelmingly. The principal will question continual homework of large proportions. Homework should not be busy work. Forty problems should not be assigned when 15 are sufficient. If homework is assigned, students must have feedback on it shortly after it is assigned. Don't wait until the end of the week or the following week to grade it.

FIRE DRILL & EVACUATION PLANS

INSTRUCTIONS

1. Fire drills will be held monthly (2 in August).
2. Disaster and emergency response procedures are kept current in the Emergency Response Packet. All teachers and staff should familiarize themselves with the current procedures set forth in the Emergency Response Packet.
3. Students should walk quickly, quietly and in single file. Two classes may walk side by side.

EVACUATION PLAN

ROOMS 10, 11, 12, 13

WILL EXIT OUT THE EAST DOORS AND PROCEED TO WALK TOWARDS THE PARISH HALL USING THE SIDEWALK ON THE SOUTH SIDE OF THIRD STREET.

ROOM 9

WILL EXIT THROUGH THE SOUTH DOOR AND PROCEED TO WALK TOWARD THE PARISH HALL USING THE SIDEWALK ON THE SOUTH SIDE OF THIRD STREET.

ROOMS 6, 7

WILL EXIT THROUGH THE EAST DOOR AND PROCEED TO WALK TOWARDS THE PARISH HALL USING THE WALK ON THE SOUTH SIDE OF THIRD STREET.

ROOMS 14, 15, 16, 17, 18, 19, 20 & 21

WILL EXIT THROUGH THE WEST DOOR, GO NORTH ACROSS THE STREET AND PROCEED TO THE PARISH HALL USING THE SIDEWALK ON THE NORTH SIDE OF THIRD STREET.

LUNCHROOM STUDENTS

WILL EXIT THROUGH THE WEST CAFETERIA DOORS, CROSS THE STREET TO THE WEST, PROCEED NORTH ACROSS THIRD STREET. THEY SHOULD THEN TURN EAST, CROSS ELM STREET AND PROCEED TO THE PARISH HALL USING THE SIDEWALK ON THE NORTH SIDE OF THIRD STREET.

5-6 CLASSES

Rooms 107, 108, 109, 110

WILL EXIT THROUGH THE SOUTH DOORS OF THE MIDDLE SCHOOL AND CROSS THE STREET.

SEVERE WEATHER DRILL & EVACUATION PLANS

INSTRUCTIONS

1. Tornado drills will be held twice a year.
2. All students are to go to their designated areas in the hallways and assume the tucked position, with their hands over the back of their heads and facing the wall.
3. Classroom doors and windows are to be closed.
4. Exterior doors should be pulled shut and all entryway doors closed.

DESIGNATED AREAS FOR SEVERE WEATHER DRILLS / DISASTER EMERGENCIES

LIBRARY	Room 6 (Speech Room)
ROOM 10 & 11	Room 7 (Resource Room)
ROOM 12& 13	Room 5 (Resource Room)
ROOM 14	Girls' Restroom (East Hallway)
ROOM 15	Boys' Restroom (East Hallway)
ROOM 16 & 17	Room 3 (Teacher's Workroom)
ROOM 18	Girls' Shower Room (Northeast corner of gym)
ROOM 19	Girls' Shower Room (Northeast corner of gym)
ROOM 20	Girls' Shower Room (Northeast corner of gym)
ROOM 21	Boys' Shower Room (Southeast corner of gym)
ROOM 5, 6 & 7	Stay in your rooms
GYM	PE Teacher should take students to his office or girls' shower room
LEARNING CENTER	Music Teacher should take students to the locker room back stage
CAFETERIA	Lunchroom teacher should take students into the inner Principal's office and HS office

IN CASE OF LATE NOTICE AND IMPOSSIBILITY TO MAKE DESIGNATED AREAS, THE FOLLOWING WOULD BE USABLE:

NORTH/SOUTH HALL-ALONG OUTSIDE HALL WALL
EAST/WEST HALL-ALONG OUTSIDE HALL WALL
REGULAR CLASSROOMS-SOUTH EAST CORNER UNDER COVER

5-6 CLASSROOMS

ROOM 107, 108, 109	WILL GO TO ROOM 107
ROOM 110	WILL GO TO ROOM 115 AND 114

EQUAL OPPORTUNITY EMPLOYMENT

Ainsworth Community Schools will employ the best qualified applicant for each position without regard to sex, disability, race, color, religion, veteran status, national or ethnic origin, marital status, pregnancy, childbirth or related medical condition, or other protected status, and to not fail or refuse to hire or to discharge any individual, or otherwise to discriminate against any individual with respect to compensation, terms, conditions, or privileges of employment, because of such individual's sex, disability, race, color, religion, veteran status, national or ethnic origin, marital status, pregnancy, childbirth or related medical condition, or other protected status. There shall be no discrimination by school officials against any employee because of membership or activity in an employee organization or because of protected free speech activities.

HOT LUNCH, BREAKFAST AND MILK PROGRAM

Under special federal programs, hot lunch, breakfast and milk is served to students who wish to participate. Forms will be sent home to apply for free or reduced participation in these programs. Parents who wish to be included under these guidelines must sign the forms and return them to school before participation is effective.

BREAKFAST & LUNCH PRICES

ITEM	PAID	REDUCED	FREE
K-12 Breakfast	\$1.70	FREE	FREE
K-4 Lunch	\$3.05	\$0.40	FREE
5-12 Lunch	\$3.20	\$0.40	FREE
Extra Lunch Entrée	\$1.70	\$1.70	\$1.70
Extra Pizza Hut Pizza	\$1.90	\$1.90	\$1.90
Extra Milk	\$0.50	\$0.50	\$0.50
Extra Fruit & Veggie Bar	FREE	FREE	FREE
Adult Guest Breakfast	\$2.40	--	--
Adult Guest Lunch	\$3.95	--	--
Adult ONLY Fruit & Veggie Bar	\$2.00	--	--
Child Guest Breakfast	\$1.70	--	--
Child Guest Lunch	\$3.05	--	--

1. Students in Kindergarten and 1st grade have the opportunity to drink milk during the school day. The cost of milk is \$.50 per carton. S1: \$42.00; S2: \$45.50; YR: \$87.50
2. Any milk or lunch money collected should be sent to the office. Doing this at the start of the day ensures the deposit will be made before lunch that day.
3. Students who eat at school will not be allowed to leave the school grounds unless they have permission from the office.
4. Students going home for lunch **should not** return to school until time for classes to begin.

5. Staff members will be assigned playground duty. The duty is a responsibility of the substitute teacher. Be sure to include it in your substitute plans.

LIBRARY

1. The library will be open to all students during the day except during scheduled library classes. Teachers shall clearly define library manners if students wish to go down in **small groups of two or three**.
2. The librarian will develop rules that are beneficial to the good of the order.
3. Books and other materials should be checked out either with the librarian or on the clipboard before being removed from the library. Materials returned to the library should be placed on the top shelf of the book cart beside the desk.

LUNCHROOM SUPERVISION

There will be a teacher in the lunchroom at all times. The teacher will be responsible for discipline during lunch. If a student must be sent from the lunchroom, send him/her to the office, not to his/her classroom as there might not be a teacher in the classroom. The students should be allowed to engage in conversation. Shouting, throwing of food, or any other misconduct will not be tolerated.

LUNCHROOM RULES:

1. Use quiet voices
2. Students need permission to:
 - ...Return trays
 - ...Get a drink
 - ...Use the restroom
3. Keep floor and tables clean

MEDICATIONS

All medications, with few exceptions, must be stored in the office and given by trained personnel or the school nurse. Written permission from a parent is required. **Medicines must be in the original container, regardless if the drug is a prescription drug or an over-the-counter drug.** Medicines, such as inhalers, can be kept with the student but the parent is required to fill out a self-administration permit form. Permission forms are in the office.

PLAYGROUND SUPERVISION

When children are on the playground, the school rules apply. As you supervise the playground, use good common sense and be safety conscious.

If a student on the playground needs to be disciplined, utilize the school discipline plan and communicate with the child's homeroom teacher. In addition, I would suggest that you designate a "time-out" or "cooling off" area to isolate the child for a while. This provides some immediate punishment and a chance to calm down. Some groups may need teacher direction in finding suitable activities. Students with severe problems can be sent to the principal's office with an explanation.

Teachers **and** aides have discipline authority in our school. Teachers should help students understand the authority of aides.

1. All playground activities shall be properly supervised whether during recess, over the noon hour, or at any other time that you have an organized group on the school grounds or under your supervision.
2. We will arrange designated areas where certain groups are required to be during large group recesses if necessary.
3. Teachers and playground supervisors are directly responsible for the actions of the students. Your alertness, attention to duty and interest in what is going on will greatly influence the actions and attitudes of the students and have a positive effect upon their behavior. Go out with them, do not be late, continuously survey and MOVE AROUND. IF THERE IS MORE THAN ONE STAFF MEMBER SUPERVISING...PLEASE BE ON SEPARATE PARTS OF THE PLAYGROUND.
4. There shall be no: Abusive, foul or off-colored language; throwing of snowballs; rough-house or "bully" tactics; tackle football; roller skating, skateboards, scooters or bike riding; scuffling, wrestling, "horseplay" or any other forms of activity not conducive to the good of order. Keep playground activities under control at all times. Initiate activities when students drift aimlessly.
5. All playground accidents shall be reported to the office as soon as possible. Each teacher will receive an accident form. Please complete this form and turn it into the office within 24 hours.
6. All children must leave the school premises immediately after school unless under the direct supervision of a teacher or waiting for their parents. If you detain them for more than 10-15 minutes, have them call home.
7. Weather conditions may dictate a change in these procedures.
8. During noon and other recesses students should not be in the building. They should bring needed equipment out with them at the beginning of the recess so as not to have to go back in. Grant permission to reenter the building sparingly.

PRESS RELEASES

All press releases must be cleared with the principal. The principal must approve any written article and/or photograph before it reaches the media.

PURCHASE ORDERS AND REQUISITIONS

A teacher must have a purchase order before buying material for school use. Check with the principal for approval of a purchase order. Requisition forms are available on [Weblink](#).

REPORT CARDS AND PERMANENT RECORDS

1. Report cards will be sent home the week following the close of each 9-week period, except for Q2/S1. Those are sent home a few days after school resumes for Q3. These dates will be determined by the principal at the start of each year and are subject to change.

GRADING SCALE AND CODE

A+		99-100
A	Excellent	95-98
A-		93-94
B+		91-92

B	Above Average-Very Good	88-90
B-		86-87
C+		84-85
C	Average-Good	80-83
C-		78-79
D+		76-77
D	Below Average-Needs Improvement	72-75
D-		70-71
F	Failing-Not Acceptable	69 or below
S+	Above Satisfactory	
S	Satisfactory	
S-	Below Satisfactory	
U	Unsatisfactory	

2. Mid-Quarter Reports: (Grades 3rd - 6th)

This involves notification to parents at mid-quarter of their child's progress during the first half of the quarter. They will be sent home a few days following the close of the 5-week period.

ROOM ASSIGNMENT

Each teacher is assigned to a room. It is your responsibility to see that this room is locked each night before leaving the building. All the lights should be turned out, the windows closed and locked, and the shades should be left open except during cold weather. The teacher in charge of a room is directly responsible for all the equipment and supplies in that room. Staff members occupying any room MUST keep on file in the room and in the office an inventory of all furniture, supplies, curriculum materials, technology, etc. Any excessive or unnecessary damage by a student will be reimbursed.

ROOM PARTIES AND HOMEROOM PARENTS

1. There shall be a Fall, Christmas and Valentine's Day party officially. Kindergarten may include Halloween and Easter.
2. Birthday parties, unless permission from the office is granted, shall not be more than common courtesy and recognition would permit.
3. Don't shake the roof in carrying out your party plans.
4. Parties should probably not last more than ½ hour.
5. Room parents suggested responsibilities: Bring or arrange for pre-packaged treats, help plan for games or activities.

SCHEDULE OF ACTIVITIES

Any event, which involves students and use of school facilities after school hours, should be listed on the master calendar in the principal's office. In the case of parties, picnics, hikes, etc., notice should be given to the principal five days prior to the day of the event to avoid conflicts. No activities are to be scheduled on Wednesday night or Sunday, unless approved by the superintendent.

SCHOOL CLOSING

Should it become necessary to close school because of bad weather, an announcement will be given through the School Messenger notification program, the local radio station KBRB (FM 92 or AM 1400) and Channels 10/11 TV. If the elementary school is closed, it will be closed to all grades. If it becomes advisable because of an impending storm or other reason to close school during the school day, this information will be given out over the above listed methods.

SICKNESS AND ABSENCES

Refer to the current negotiated agreement for specific details concerning sick leave and personal leave.

STUDENT ABSENCE, ATTENDANCE AND TARDINESS

1. Attendance should be taken at the beginning of the morning and afternoon session. Teachers should immediately report any suspicious or unusual absences.
2. The circumstances for all absences from school will be identified as School Excused, Self-Excused, or Unexcused. Absences should be cleared through the Principal's office in advance whenever possible. All absences, except for illness and/or death in the family, or emergencies, require advance approval.
 - a. School-Excused. Any of the following circumstances that lead to an absence will be identified as a *School Excused* absence, provided the required attendance procedures have been followed:
 - (1) Impossible or impracticable barriers outside the control of the parent or child prevent a student from attending school. The parent must provide the school with documentation to demonstrate the absence was beyond the control of the parent or child. This could include, but is not limited to:
 - Medically documented illness
 - Documented medical or dental appointments. When possible, appointments should be scheduled outside of school time.
 - Court appearances that are required by a court order.
 - Death/Funeral of immediate family
 - School sponsored activities which require students to be absent from school.
 - Documented College visits (two per year for senior students and 1 per year of junior students).
 - School suspension
 - Other absences which have received approval from the Principal.
 - b. Self-Excused. Absences that are self- excused may result in a report to the county attorney, loss of credit, and count toward excessive absenteeism may be classified as follows:
 - (1) Parent acknowledged absences are those in which the parent communicated with the school in the prescribed manner that the child is absent and is the parent's responsibility for the extent of the school day. This includes, but is not limited to:
 - Parent acknowledged absences that are not listed above as excused.
 - College visits beyond those that are excused, undocumented college visits and underclass college visits.

- c. Unexcused. Absences that are unexcused and self-excused may result in a report to the county attorney, loss of credit, and count toward excessive absenteeism. This could include, but is not limited to:
- Other absences in which the parent has not communicated a viable reason for the student's absence.
 - Non-School sponsored class skip day.

Time missed and all work shall be made up for unexcused absences.

3. Tardiness is a habit, and is rarely excusable. Let the student know this. If tardiness occurs more than a few times, please have the student report to me.
4. Students who have been absent due to a communicable disease may be required to have a doctor's statement indicating they may return to school before they will be allowed to return to classes.
1. Should a child become ill during school, send him or her to the nurse's office. The nurse, the administrative assistant, or the principal will make arrangements for the student to be picked up.

STUDENT CONTROL AND DISCIPLINE PROCEDURES

When student misconduct must be corrected, the following forms of corrective action should normally be utilized:

1. **Warning**
Let the student know how they are wrong in their actions. This may be verbal or non-verbal.
2. **Reprimand**
It should be administered with restraint in the classroom. Severe reprimands should be privately administered away from the classroom.
3. **Conference**
Used to reason with the student, to discuss the circumstances of misbehavior, and to advise the student. This should be done privately away from other children. Parents should be involved in conferences when it becomes apparent that a pattern of misbehavior is developing.
4. **Detention**
Usually administered when reprimand and initial conferences have failed to correct the situation. Can be assigned for one or more days before or after school.
5. **Repairing or Paying for Damage**
Please use it for the student who has defaced school property.
6. **Please keep these ideas in mind regarding discipline:**
 - a. Do not remove students from PE, music or any other special class without discussing it with me and the other teacher involved.

- b. Inform parents about large or continuing problems. It will be easier to work with parents if you maintain contact with them throughout the problem period. Also, don't wait for the problem to become large before talking with parents. Get their help at the beginning. You might call parents with "good" reports, also.
- c. Document incidents and student behaviors in writing and on **SWIS**. I suggest keeping a notebook in your desk. Specific notes and data are much more effective than relying on your memory.
- d. If you keep students inside at recess, at noon, or after school to do classwork, it is your responsibility to supervise them. Don't leave them unattended or expect others to supervise them for you. (If you have a meeting to attend, then they will have to stay another time.) If students are sent to the office, notify the office as to why and how long they will be here.
7. Proper student conduct and discipline are prerequisites to learning. They must both be maintained at all times. Self-discipline and conduct on the part of the teacher is the first step in accomplishing this goal. Together, we can maintain this among the student body. These, like every other concept of education, must be taught by word, deed and example.
8. **TEACHERS SHOULD BE IN THE HALLWAY DURING PASSING OF STUDENTS. THIS APPLIES TO YOUR OWN CLASS OR WHEN ALL CLASSES ARE MOVING WITHIN THE BUILDING. BATHROOMS ARE TO BE MONITORED WHENEVER CLASSES ARE USING THEM.**
9. Do not hesitate to correct students, even if they are not from your room. We are all in this together. Most often a simple warning, caution, touch, or even a look is sufficient. Anger or lecturing is unnecessary.

TEACHER'S ATTIRE

You are an important role model to your students. Staff members should be professionally dressed at all times. All attire should also meet the dress code we enforce for students. Footwear should be professional and provide for safety in the case of emergencies. It has been customary for teachers to wear jeans on Fridays if worn with a school shirt/or school colors. (This is not to be a "dress down" day with lowered academic or behavioral expectations. It is to be viewed as a "school spirit" day where staff can show support for school activities.)

TEACHER MEETINGS

1. A general meeting will be held once each month (approximately). All staff members-including specials teachers and aides are welcome to attend.
2. Any meeting, which is not regular classroom procedure, must have the approval of the principal before it is called.

TELEPHONE

1. **Students must get permission to use the telephone and this use should be restricted to short business calls.** All calls by students must be under the direct supervision of you or the office personnel. Remember, students must not use the room phones to make playdates after school, etc.
2. As a general rule, students will not be allowed to receive calls during school time. Rather, the office will take the information and relay it to the student, or have the student call back when free.

3. Teachers will not be disturbed by phone calls unless it is an urgent matter.

VISITORS TO THE BUILDING

A sign will be posted on all doors for visitors to report to the office for permission to visit a room. Many exceptions will occur, I'm sure, but under no circumstances does anyone come into your room to take a student from the room unless you know them and their relationship with our students. Children are allowed to visit for a reasonable amount of time and with permission from the principal and teacher.

Notice of Nondiscrimination

The Ainsworth Community School District does not discriminate on the basis of sex, disability, race, color, religion, veteran status, national or ethnic origin, marital status, pregnancy, childbirth or related medical condition, or other protected status in its programs and activities and provides equal access to the Boy Scouts and other designated youth groups. Complaints or concerns involving discrimination or needs for accommodation or access should be addressed to the Superintendent.

Dale Hafer, Superintendent, 520 E. 2nd St., Ainsworth, NE 69210, 402-387-2333, dhafer@ainsworthschools.org

The Superintendent shall be the Coordinator for anti-discrimination laws (including Title VI, Title IX; the Americans with Disabilities Act of 1990 (ADA), and Section 504 of the Rehabilitation Act of 1973 (Section 504)) and complaints or concerns involving discrimination or compliance with those laws should be addressed to the Superintendent. For further information about anti-discrimination laws and regulations, or to file a complaint of discrimination with the Office for Civil Rights in the U.S. Department of Education (OCR), please contact the OCR at 601 East 12th Street, Room 353, Kansas City, MO 64106, (800) 368-1019 (voice), Fax (816) 426-3686, (800) 537-7697 (telecommunications device for the deaf), or ocr.kansascity@ed.gov.

Ainsworth Community Schools



P.O. Box 65
520 East 2nd Street
Ainsworth, NE 69210
Telephone: 402-387-2082

Mr. Dale Hafer,
Superintendent

Mr. Steven Dike,
7-12 Principal

Ben Wright,
K-6 Principal

Mission Slogan

ACS CARES

Committed to **A**chieving **R**esults **E**veryone's **S**uccess

www.ainsworthschools.org

**If any student or parent would like a hard copy of this student handbook,
please request one at the
Secondary Office.**

Notice of Nondiscrimination

The Ainsworth Community School district does not discriminate on the basis of race, color, national origin, sex, disability, or age in its programs and activities and provides equal access to the Boy Scouts and other designated youth groups. The following person has been designated to handle inquiries regarding the nondiscrimination policies and will serve as the coordinator for Title IX purposes:

Name: Ben Wright
Title: Elementary Principal
Address: 520 E 2nd Street, Ainsworth, NE 69210
Telephone: 402-387-2083
E-mail: bwright@ainsworthschools.org

For further information on notice of nondiscrimination, visit <http://wdcrobcolp01.ed.gov/CFAPPS/OCR/contactus.cfm> for the address and phone number of the office that serves your area or call 1-800-421-3481.

For additional prohibited discrimination and related information, please contact the office of the Superintendent for information regarding district policy and procedure to prevent discrimination.

Welcome to Ainsworth Middle/High SCHOOL	5
Ainsworth Middle/High School Directory	5
2020-21 School Calendar	6
2020-21 Master Teaching Calendar	7
MS/HS Bell Schedules	8
General Information	8
Care of School Property and Vandalism	8
Church Night	8
Closing School	8
Complaints or Concern	9
Counseling Services/Guidance	9
School Visitors	9
ELL School Plan	9
Asbestos/Hazardous Materials	9
Emergency Information	9
Equal Rights and Notice of Non-Discrimination	9
Evacuation/Fire Drills	9
Lockers	9
Lost Books	9
Medication	10
Student Entrances (Pick up and Drop off)	10
Students Parking Lot	10
Telephone and Student Messages	11
Lunch	
Civil Rights Statement	11
Nondiscrimination Statement	11
Lunch Procedures	11
Open Lunch	12
Attendance	12
Release of Student During School Day	12
Types of Absences	13
Absences, Not Planned or Due to Illness	13
Absences, Planned or Requested	13
Unexcused Absence	13
Excessive Absence (Excused or Unexcused)	13
Attendance and Credit	14
Excessive Absences (Excused or Unexcused)	14
Tardies	14
College Visits	14
Activities	15
Activities/Athletics	15
Activity/Athletic Eligibility Activity/Event Code of Conduct – Student Spectator Guidelines	15
Dances and the Junior/Senior Banquet and Prom	15
Testing as a Condition for Participation in Extra-curricular Activities	15
Behavior	15
Attire and Grooming	15
Banned and Prohibited Items	16
Bus Regulations	16
Electronics	17
Cell Phones	17
Computer and Other Electronic Devices	17
Email	18
Instant Messaging and Chat Rooms	18
Pictures, Video or Audio Recording	18

Audio and Video Content	18
Games	18
Network Access	18
Internet Use	18
Failure to Follow Policy	19
Acceptable Use Internet and Computer Policy Violation Rubric.....	19
Google G Suite for Education	20
Hall Passes	20
Search and Seizure.....	20
Reasonable Suspicion Testing	20
Testing Procedures	21
Discipline	21
Detention.....	21
Disciplinary Referral Process	21
Dismissal or Removal from Class, Study Hall or Activity	21
Academics	21
Grading Scale	21
Grades for Seniors Final Semester	22
Graduation Requirements	22
Middle School Promotion	22
Class Placement.....	22
Dropping or Adding Subjects and Schedule Change.....	22
Participating in Commencement Ceremony.....	22
Identification and Assessment of ELL Students.....	22
Parent/teacher Conferences.....	23
Report Cards/Progress Reports	23
Semester Ending Tests.....	23
Honor Roll	23

Welcome to AINSWORTH Middle/High School

We hope that those of you who are returning to our school are expecting a continuation of a high-quality, positive educational environment. We can say with confidence that you are in for an exciting year. With the mutual support of home and school, each of you will benefit from the opportunities this school has to offer. There will be many new and exciting endeavors that each of you will face this school year. With the aid of a wonderful teaching and supporting staff, we are sure that you will be successful in not only the area of academics, but also in your social and emotional growth as well.

This Ainsworth MS/HS Student Handbook is designed to help you (and to help you help your student) know and understand our school and district guidelines. If you have any questions, please feel free to contact the office (402-387-2082). Please let us know if we can help you in any way. Let this be the best year yet at Ainsworth Schools.

Ainsworth Middle/High School Directory

Administration

Dale Hafer – Superintendent	387-2333 (Office)
Steven Dike – 7-12 Principal	387-2082 (Office)
Curtis Childers – PreK-6 Principal	387-2083 (Office)

Activities Director - 387-0535 (Office)

Scott Steinhauser

MS/HS Football
HS Volleyball
Boys' & Girls' Golf
MS/HS Wrestling
MS Football

Sports

Activities

Speech
F Clubs
Play Production
Cheeleading
Pom

Jared Hansmeyer

MS/HS Cross Country
MS Volleyball
MS Girls' & Boys' BB
HS Girls' & Boys' BB
MS/HS Track

Mock Trial
Music
Quiz Bowl
Art
Destination Imagination
A-Club

Office

Zoe Shankland	387-2082 ext 182
Angie Welke	387-2082 ext 180

AMS/HS Faculty

Denise Adcock	Roberta Denny	Brandy Held	Sandi Nelson	Lisa Schlueter
Bethany Alder	Amanda Evans	Jennifer Hitchcock	Jake Nelson	Danielle Severin
Wendy Allen	Nichole Flynn	Tami Jacobsen	Kayla Nilson	Scott Steinhauser
Pam Barrow	Amanda Ganser	Jessica Kempcke	Lauren Osborne	Kara Welch
Betty Bower	Kelli Gibson	Tasha Kruse	Jessi Owen	Emily Whipple
Roudy Clapper	Tammy Hancock	Heather Lutter	Todd Pollock	Rachel Williams
Ronda Davis	Jared Hansmeyer	Juli Murphy	Erin Rathe	Amanda Wirth
Angie Welke-Secretary			Zoe Shankland-Secretary	

Ainsworth Community School's Web Page

In an effort to improve student learning and to help students realize they are part of a bigger world, we would like to demonstrate their projects on our school's website. We are using our digital camera to take pictures of classes, groups, as well as students working on projects. We will not be mentioning any full name or addresses, just displaying student immersed in learning!

The school's website is found at <http://www.ainsworthschools.org>

We encourage you to sign up for the News Update feature to stay up-to-date with the happenings at Ainsworth Community Schools.

*Forms are available in the office if you wish to **NOT** have your child's/children's picture displayed on the school's webpage.

Ainsworth Community Schools 2021-2022 School Calendar

9 FB, VB, CC, GG Practice
 9-11 Teacher In-Service & work days
 12 First Day Students

AUGUST 2021						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

SEPTEMBER 2021

S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

6 No School – Labor Day
 20 No School Teacher In-Service and P/T Conferences

11 No School Teacher In-Service
 15 End of 1st Qtr
 22 No School – Fall Break

OCTOBER 2021

S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

NOVEMBER 2021

S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

8 No School Teacher In-Service
 24, 25, 26 Thanksgiving Break

15, 16, 17 Semester Tests
 17 2:00 Dismissal
 20-31 No School – Holiday Break

DECEMBER 2021

S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

JANUARY 2022

S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

3 Teacher work day & In-service
 4 School Resumes for Students
 12 No School - FFA District LDE's & Staff Work Day

4 No School – Host SWC Wrestling Tournament
 7 No School Teacher In-Service and P/T Conferences
 18 No School - Winter Break

FEBRUARY 2022

S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28					

MARCH 2022

S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

2 End 3rd Qtr
 10-11 No School – Spring Break
 25 No School – Teacher In-service & HS Track Meet
 31 1:15 Dismiss – JH Track Meet

15-18 No School – Easter Break

APRIL 2022

S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

MAY 2022

S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

15 Graduation
 17, 18, 19 Semester Tests
 19 2:00 Early Dismissal
 20 Teacher Work Day

Number of Student Days

Aug 14
 Sept 20
 Oct 19
 Nov 18
 Dec 13
 Jan 19
 Feb 17
 Mar 20
 Apr 19
 May 14

Total 173

Number of Teacher Days

Aug 17
 Sept 21
 Oct 20
 Nov 19
 Dec 13
 Jan 21
 Feb 19
 Mar 21
 Apr 19
 May 15

Total 185

Early Out Days for Students

Dec 17 (2:00)
 Mar 31 (1:15)
 May 19 (2:00)

Purple – PT Conferences
 Red – Teacher In-Serv/Work time
 Yellow – No School
 Green – Semester Tests/Finals

Teacher In-Service Days

Aug 9,10,11
 Sept 20
 Oct 11
 Nov 8
 Jan 3
 Feb 7
 Mar 25

Board Approved 3/8/21
 Updated 5/3/21
 Subject to changes as needed

AINSWORTH MIDDLE & HIGH SCHOOL BELL SCHEDULES

5th-6th grade enter the building at the west entrance/7th-8th grade enter the building at the south entrance

7th-12th Grade Schedules:

Regular Schedule

Warning Bell		7:55
Period 1	8:00 –	8:44
Period 2	8:47 –	9:31
Period 3	9:34 –	10:18
BULLDOG TIME	10:21 --	10:48
Period 4	10:51 –	11:35
7th-8th Lunch	11:35 --	12:02
Period 5 (7-8)	12:05 –	12:49
Period 5 (9-12)	11:38 –	12:22
9th-12th Lunch	12:22 –	12:49
Period 6	12:52 –	1:36
Period 7	1:39 –	2:23
Seminar	2:26 –	2:47
Period 8	2:50 –	3:34

2:00 Dismissal

Warning Bell		7:55
Period 1	8:00 –	8:39
Period 2	8:42 –	9:21
Period 3	9:24 –	10:03
Period 4	10:06 –	10:45
Period 5	10:48 –	11:27
Period 6	11:30 –	12:09
7 th -12 th Lunch	12:09 –	12:36
Period 7	12:39 –	1:18
Period 8	1:21 –	2:00

10:00 Late Start

Warning Bell		9:55
Period 1	10:00 –	10:35
Period 2	10:38 –	11:13
Period 3	11:16 –	11:51
Period 4	11:54 –	12:29
7 th -12 th Lunch	12:29 –	12:59
Period 5	1:02 –	1:37
Period 6	1:40 –	2:15
Period 7	2:18 –	2:53
Period 8	2:56 –	3:31

Semester Test Schedule

Day 1 (1 st -3 rd)	Day 2 (4 th -6 th)	Day 3 (7 th -8 th)
Warning Bell		7:55
Seminar (All Students)	8:00 –	9:25
Period 1,4,7	9:30 –	10:50
Period 2,5,8	10:55 –	12:15
7 th -12 th Lunch	12:15 --	12:42
Period 3/6	12:45 –	2:05
Remediation (Days 1&2)	2:05 –	3:31

Certified Teaching Staff are required to be on duty, generally from 7:45 – 3:45.

This time may be adjusted to allow for coverage of supervisory rotations before and after school.

Middle School staff with coaching responsibilities may not be available after 2:40 p.m.

Faculty members may leave at 3:40 p.m. on Fridays.

*****If the need should arise to deviate from this schedule for any reason, adjusted schedules and procedures are posted on the district website.**

General Information

Care of School Property/Vandalism

The citizens of the district have provided the equipment and facilities to make it possible to provide the educational experience for our students. Students are expected to show their appreciation by taking care of the building, equipment and grounds so that they can be passed on in good condition to future students. Any student who defaces, damages or destroys school property will be required to repair or replace the damaged item and will also face further disciplinary action. No open food or drink containers are allowed in school. The only exception to this is a special event in a classroom in which case the individual teacher will be responsible.

Church Night

Wednesday evening has been set aside for church activities. No school activities will take place after 6:00 p.m. unless approved by the Superintendent of Schools.

Closing of School

In case the school must be closed or opened later than usual because of inclement weather or some other cause, an announcement will be made through the School Reach notification program, over KBRB radio and Channel 10/11 TV. Please do not call the school unnecessarily under these circumstances as it ties up the lines in case of emergency.

Complaint or Concern

If a parent or student has a concern about a school policy or situation, the parent should contact the person with whom you have a concern to discuss it. If anyone is unsure who to contact, please contact the building principal for help establishing appropriate lines of communication. The building principal may ask at this time for a complaint form to be completed in order to document concerns.

Counseling Services/Guidance

Counseling is available for every student in the school. Help with home, school and/or any question the student has can be discussed with the counselor. Typical guidance and counseling services include academic and personal counseling, crisis intervention, referrals and coordination with agencies and professionals outside the school setting and the coordination of the school testing program

School Visitors

We encourage and welcome parents and patrons to visit our school. **Visitors must sign-in at the office upon arrival and wear a visitor's badge while in the building.** In an effort to offer quality time with parents that wish to have a conference with a teacher or a team of teachers, please contact the team or individual teacher to set up an appointment. Students from other schools are not permitted to visit classes.

Visitors will not be allowed to visit any class without prior permission from administrator or teacher. Parents or students wishing to visit during lunch must have the approval of a building administrator. No student is to leave the school with a visitor unless they have checked out through the office.

ELL School Plan

Ainsworth Community Schools meets the needs of all learners. Students with a home language other than English shall be tested for English language proficiency and instructed in reading, writing, speaking and listening of English language and content areas. The program shall be governed by Every Student Succeeds Act, the Office of Civil Rights, and The Equal Opportunity Act. Use of native language may be limited by classroom teachers to aid in the learning of the English language.

Asbestos/Hazardous Materials

Federal regulations require schools to inventory asbestos containing materials and develop management plans to identify and control asbestos containing materials. The school has complied with these regulations, has conducted asbestos abatement projects, has properly identified and labeled all remaining materials containing asbestos, and has an appropriate management plan established. Records and further information concerning this requirement is available in the building offices and at the office of the Superintendent of Schools.

Emergency Information

Each student is required to have on file at the school office the following information: Parent/guardian name, complete/current address, home phone and parents'/guardians' work phones, emergency phone number of friend or relative, family's physician's name and number and medical alert information.

Equal Rights and Notice of Non-Discrimination and Harassment

The school district prohibits discrimination and harassment based upon or related to race, color, national origin, sex, religion, marital status, disability, age or any other unlawful basis that (1) has the purpose or effect of creating an intimidating, hostile, or offensive school environment, (2) has the purpose or effect of substantially or unreasonably interfering with a student's school performance, or (3) otherwise adversely affects a student's school opportunities. Students who believe that they have been the subject of unlawful discrimination or harassment due to their disability should contact the following Section 504 Coordinator: Dale J. Hafer, Superintendent, at 402-387-2333, dhafer@ainsworthschools.org, or in person at school. Students who believe that they have been the subject of unlawful discrimination or harassment due to their sex should contact the following Title IX Coordinator: Dale J. Hafer, Superintendent, dhafer@ainsworthschools.org, or in person at school. Students who believe that they have been the subject of any other unlawful discrimination or harassment should contact the Superintendent at 402-387-2333, dhafer@ainsworthschools.org, or in person at school. Students may report discrimination or harassment to any staff member who will then forward it on to the appropriate coordinator or administrator. The staff member will follow school district policies to respond to the report.

Evacuation/Fire Drills

All persons will leave the building according to the guidelines posted in each classroom when a fire drill is in progress. When the alarm sounds, walk quickly from the room in a quiet and orderly manner. Exit the building immediately but do not run. While outside stay close to your class group and teacher so proper procedures can be carried out by teachers.

Lockers

Lockers are the property of the school and are loaned to a student for his/her use. Each student is responsible at all times for the items or contents, which are found to be located in the locker. The school, under the direction of the Principal, retains the right to inspect lockers or a locker whenever the Principal deems it is appropriate or necessary or whenever there is reasonable suspicion of inappropriate contents. Students are expected to keep their locker doors locked and to not remove or jam the

locking devices. The student is responsible for damage done to his/her locker unless it can be proven that someone other than the person to whom the locker has been assigned has caused the damage.

Lost Books/Materials

A student is responsible for all textbooks and materials issued by the school. If books, handbook/planner or materials are lost or damaged, they must be paid for before replacements are issued. Students are advised not to leave their textbooks or planner/handbook unsecured or unattended. Lockers are designed to hold textbooks and other materials for which the student is responsible.

Medication:

- 1) Medication permit forms must be completed and signed by the parent/guardian prior to the administration of any medication (including non-prescription) at school. Permit forms are available at the office.
- 2) Prescription medication must be in the original pharmacy labeled container bearing the student's name. Non-prescription medication must be in its original container with the student's name written on the container. Pills and medicine brought in small containers or plastic bags will not be given.
- 3) All medication must be kept in the office.

Student Entrances (Pick up and Drop off)

All High School students will use the west entrance of the school and 7th-8th grade students are to use the south door. After activity practices, students are to wait for rides, parents, etc., outside the entrance and not in the building.

Building Entrance Times:

Weights and Conditioning	6:00 AM
Breakfast	7:30 AM
All Other Students	7:45 AM

Times may be adjusted in case of inclement weather. If this is necessary, students should remain in the following locations:

- Bus riders will be dropped off and picked up at the WEST entrance to the school.
- 5th and 6th Grades
 - Parents please drop off on the WEST side of the school (by the Big A) and do NOT pull into the crosswalk when dropping off.
 - Enter the building on the West Side
 - In case of inclement weather, remain seated in the main hallway inside the west entrance until released.
- 7th and 8th Grades
 - Parents please drop off on the SOUTH side of the school
 - Enter on South Side by the buss drop off
 - In case of inclement weather, remain seated on the stairs inside the south entrance until released.
- 9th-12th Grades
 - Parents please drop off on the WEST side of the school (by the Big A) and do NOT pull into the crosswalk when dropping off.
 - Students may drop items off in the locker rooms but do not loiter. Please report to the commons area outside the counselor's office until 7:45.

Student Parking Lot:

- Students shall not display signs, flags, stickers, and/or tags that have a negative meaning, sexual overtones, racial indifference, gang affiliation, profane language, promotion of tobacco and alcoholic products, and threatening material.
- Each student must park in areas assigned to student parking.
- Backing into parking places is prohibited.
- Parking in a no parking zone is not permitted.
- Sitting in cars during the school day is not permitted.
- Do not park in the visitors or handicapped zones.
- Students being dropped off or picked up by a parent will load and unload on the west side of the building.
- Students will adhere to minimal safe speeds at all times.
- Due to the availability of parking spaces within our lot, the spaces are first come first served. If you are unable to find a parking spot, do not "layer" cars along the back of the lot. Student's will then need to park on the street.

Violation of any of the rules stated above may result in the revoking of parking privileges and/or other discipline measures including involvement of law enforcement.

Regular supervision hours will be aligned with teacher duty time of 7:45 – 3:45. All students should be out of the building no later than 3:45 pm unless working directly with a teacher or participating in an approved activity with supervision of an approved sponsor. **Students are not to be in the school building before or after school hours, unsupervised.**

Non-Public Students and Part-Time Enrollment

Ainsworth Community Schools, in alignment with state statute and Policy 605.07, allows for the part-time attendance of home-school or private-school students under the following guiding principles:

1. The primary school for a non-public school student is the student's private, denominational, parochial or home school.
2. Enrollment of a non-public school student in Ainsworth Community Schools is allowed for the purpose of providing enhanced educational opportunities not otherwise available to the non-public school student. It is not to supplant programming of the student's primary school.
3. Non-public school students are not to be given priority over full-time students.
4. Non-public school students are to be enrolled only in programs or courses that are educationally appropriate for the student.
5. Enrollment of non-public school students is not to negatively affect the educational services to be provided to full-time students.

Part-time students will be subject to all applicable handbook and policies while in attendance and may be subject to any disciplinary practices as other enrolled students. Part-time students and may be subject to limitations of opportunity and access of materials including, but not limited to:

- Part-time students may enroll in no more than four (4) hours of instruction / day
- Application should be received no later than August 1.
- Acceptance may be limited by class capacity
- Mater schedules will not be changed to accommodate part-time students and families
- Placement and pre-requisite eligibility will be determined by administration or their designee
- Upon enrollment, students are not exempt from compulsory attendance laws and attendance procedures outlined in this handbook
- Part-time students will be provided access to computers while in class if determined necessary by the instructor and administration but a computer will not be "checked-out" to students to take home.
- Part-time students may participate in co-curricular and extra-curricular programing. However, the following limitations will apply:
 - will not be eligible to hold office or elected positions for clubs, classes or organizations,
 - will not be included in class rank or honor roll,
 - will not be allowed to attend school activities or dances as a member of the school (but may attend as the guest of an ACS student)
 - may not be selected as a member to the ACS Chapter of National Honor Society,
 - may not participate in graduation ceremonies or receive a diploma from ACS.

The above list is not all-inclusive. For further clarification, please review policy 605.07 on the district website or contact the ACS District Office for a hard copy of the formal policy.

Telephone and Student Messages

Students are not to leave the classroom to make telephone calls during class time. Personal calls are to be made from the school only in case of emergency and with staff permission. Students will be called out of class to answer the phone only in case of emergency. All other phone messages will be taken and taped to the student's locker. Students are not to use the classroom phones with the only exception being an emergency situation. Parents and students are urged to plan ahead in order to hold phone messages to a minimum. ***There is no guarantee that a phone message will reach a student.***

Lunch

CIVIL RIGHTS

1. School Food Authorities (SFAs) participating in the National School Lunch Program, School Breakfast Program, After School Snack Program or Special Milk Program must include the nondiscrimination statement in their student handbook in the section that addresses access to or information about the school meals program. It must also be included on the school's web site if school meal information is available. If the material is too small to permit the full statement to be included, the material will at a minimum include this statement, in print no smaller than the text: "This institution is an equal opportunity provider."
2. The USDA "And Justice for All" poster must be displayed at each feeding site in a location that is visible to students during meal service.
3. Provide appropriate translations of materials concerning the availability and nutritional benefits of the school meals program, as needed. This requirement can be met through the use of bilingual staff members, volunteers and/or informational materials in appropriate languages.
4. Follow this procedure for Accepting and Filing Complaints of Discrimination in the School Meals Program

- **RIGHT TO FILE A COMPLAINT:** Any person alleging discrimination based on race, color, national origin, sex, age or disability has a right to file a complaint within 180 days of the alleged discriminatory action.
- **ACCEPTANCE:** All complaints, written or verbal, shall be accepted by the School Food Authority

Non-Discrimination Statement

In accordance with federal law and U.S. Department of Agriculture policy, this institution is prohibited from discrimination on the basis of race, color, national origin, sex, age, disability, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA. To file a program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, (AD-3027) found online at: http://www.ascr.usda.gov/complaint_filing_cust.html, and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by:

- (1) Mail: U.S. Department of Agriculture
Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue, SW
Washington, D.C. 20250-9410
- (2) Fax: (202) 690-7442; or
- (3) Email: program.intake@usda.gov

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 school district. 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.

Lunch Procedures

Under special federal programs, hot lunch and milk is served to students who wish to participate. Forms will be sent home to apply for free or reduced participation in these programs. Parents who wish to be included under these guidelines must sign the forms and return them to school before participation is effective. Any student may eat hot lunch or bring their own brown bag lunch.

Students 5 – 8 may **not** bring pop, juice or other beverages to drink with their hot lunch, unless they have a medical reason not to drink milk.

- **Students who are signed out by parents should not return to school** 1) to eat their off campus lunches, or 2) until time for classes to begin.
- Students should not have outside meals delivered to the cafeteria.

Open Lunch

5th through 8th Grade

Lunch will have **closed** campus lunch Monday through Friday, except for designated open campus dates for 7th-8th grade when earned through behavioral reward systems. Open campus will consist of a 30-minute time frame and the dates will be communicated to parents and approved by parents prior to the date of open campus.

9th Through 12th Grade

All 9th -12th grade students will have the privilege of open lunch, eat the hot lunch or bring a brown bag lunch.

Eating At School:

- All hot lunches or bag lunches should be eaten in the lunch room and any food or drink brought back from open lunch should be consumed immediately **in the lunch room**.
- If students choose to leave the lunch room after eating, they should only go to the commons area by the guidance office. Failure to remain in this area may lead to not being allowed to leave the lunchroom until the end of the lunch period.

Open Lunch: Open lunch for 9th-12th grade students is a privilege and may be lost dependent upon discipline or academic concerns. Open campus will consist of a 30-minute time frame and students are expected to return on time for their next class.

- and any food or drink brought back from open lunch should be consumed immediately **in the lunch room**.

- If students return prior to the bell for the next class, they should only go to the commons area by the guidance office. Failure to remain in this area may lead to not being allowed to leave the lunchroom until the end of the lunch period and removal from open lunch.
- Students are expected to remain in good standing (passing all classes, positive discipline record, etc.) open lunch may be removed for a period of time as determined by the principal. If any student has open lunch removed, the student will remain in the lunch room for the entire lunch period unless prior arrangements are approved through the principal.
- While at open lunch, students are expected to represent themselves and Ainsworth Schools in a positive manner. Poor behavior during lunch in the community may result in removal from open lunch.

Attendance

It is the philosophy of Ainsworth Community Schools to educate the total student and not merely to provide the academic or skills portion of the individual's education. Active attendance in class is a valuable and integral part of the student's formal education. Absence from class, for whatever reason, causes the student to miss a truly necessary part of learning, which can be only partially regained through make-up work. Attendance in school is the combined responsibility of the student and parents/guardians. The responsibility of the school is to provide instruction and to inform parents of absences from class.

Parent/Guardian Responsibilities

- Families should make certain accurate contact information (phone numbers, email addresses, etc.) are available in PowerSchool
- Depending on the type of absence, Parents should contact the school before the student is absent.
- Families should schedule vacations and appointments for students when school is not in session.
- Parents/guardians should, whenever possible, submit to the office all court and medical documentation for verification of absence.

Release of Student During School Day

Students may be released upon request from the lawful parent or custodian and whose identification is verified to the satisfaction of the principal or upon written request of a parent or lawful custodian.

Before releasing a student during the school day, the building principal or the Attendance Secretary shall be responsible for the verification of the identity of any parent or lawful custodian or anyone seeking release of a student. If the principal is not satisfied with the identification of the person seeking release of a student, he/she may refuse to grant the release.

Students leaving during the school day ***MUST SIGN OUT AT THE OFFICE*** before leaving the building and sign in at the office upon their return or when arriving at school after 8:00 a.m.

Notification of Absences:

- Absences, Not Planned or Due to Illness

A written note or telephone call from the parent/guardian stating the reason for the absence will be required for all student absences. Prior to returning to school, students who have been absent due to a communicable disease may be required to bring written permission from a doctor upon returning to school. Students who become ill during school will not be sent home until the school has determined that there will be someone there. It is your responsibility, if both parents work, to let the school know where you can be reached on these occasions.

- Absences, Planned or Requested

There will be the rare instance where emergencies occur or a student must attend a professional appointment. In these rare instances, parent-approved activities may be requested and approved by the Principal. A note or telephone call from a parent or legal guardian concerning the expected absence must be presented prior to the requested absence and documentation from any professional appointments may be requested upon return to excuse the absence.

- Requests should be submitted to the attendance secretary at least three school days prior to the absence if possible.
- Approval may be denied if the student has excessive absenteeism or poor academic progress.
- ***Work-related absences will not be excused.***
- Any student of any religion shall be excused if his/her absence is for the purpose of observing a religious holiday consistent with his/her creed or belief.

Student Procedure to approve absence: (Failure to complete the procedure below may result in the absence being classified as unexcused)

- For an approved absence, the student will be issued a white slip to initiate make up of his/her class work.
- This slip should be taken to each teacher for signature for periods 1-8 to assure the student as received all work and scheduled activities due upon return.
- This white slip will be returned to the attendance secretary prior to the absence.

Types of Absences:

School officials reserve the right to determine if an absence is School Excused, Self-Excused or Unexcused. Students whose absences are approved shall make up the work missed and receive full credit for the missed school work, within guidelines of the student handbook. It shall be the responsibility of the student to initiate a procedure with the student's teacher to complete the work missed.

Students who wish to participate in or attend school-sponsored activities or practices must attend school for the full day on the day of the activity/practice unless permission has been given by the principal or his designee for the student to be absent **prior to the absence**.

It shall be the responsibility of the superintendent, in conjunction with the principal, to develop administrative regulations regarding this policy.

School Approved Absences

- Absences for school activities and school functions
- Shall count as days/hours in attendance for purposes of addressing excessive absenteeism.

Documented Excused Absences

- **Documented** (by professional appointment) illness or professional appointment
- Shall count as days/hours in attendance for purposes of addressing excessive absenteeism.
- The student should provide professional documentation upon return to school for the time requested as documented absence including time and duration of appointment
- Administration may request further documentation or written verification of the student's reason for absence.
- **Failure to document absence within three school days will result in an absence as being classified as parental-self excused.**

Parental Self-Excused Absence

- Will be counted as days/hours of absence for purposes of addressing excessive absenteeism.
- Parents are encouraged to contact with the school as soon as possible prior to the absence.
- **Failure to report the absence upon return may result in an absence as being classified as unexcused.**

Unexcused Absences.

- Will be counted as days/hours of absence for purposes of addressing excessive absenteeism
- All other absences or failure to follow procedures for absence may be considered unexcused unless previously approved by the building principal.
- Professional appointment documentation must be submitted within three (3) days from the date of return from the absence if the absence is to be excused. In cases where documentation is required to excuse the absence, after three days, the absence will be determined to be unexcused.
- Detention time or other remediation time may be assigned to make up time for unexcused absence.
- 7-12 students will be counted absent from the class if he/she misses over five (5) minutes of the class period.

Excessive Absences (Excused or Unexcused)

Any administrator, teacher, or member of the board of education who knows of any failure on the part of any child of mandatory school attendance age to attend school regularly without lawful reason, shall within three days report such violation to the superintendent or such person(s) who the superintendent designates to be the attendance officer (hereafter, "attendance officer"). The attendance officer shall immediately cause an investigation into any such report to be made. The attendance officer shall also investigate any case when of his or her personal knowledge, or by report or complaint from any resident of the district, the attendance officer believes there is a violation of the compulsory attendance laws. The school shall render all services in its power to compel such child to attend some public, private, denominational, or parochial school, which the person having control of the child shall designate, in an attempt to address the problem of excessive absenteeism.

Students who accumulate five (5) self-excused or three (3) unexcused absences in a semester shall be deemed to have "excessive absences." Such absences shall be determined per class basis for middle and high school students. When a student has excessive absences, the following procedures shall be implemented:

- After five (5) accumulated days of self-excused or any unexcused absences in a semester, verbal, written or digital communication by school officials will be given to the person or persons who have legal or actual charge or control of any child.
- After seven (7) accumulated days of self-excused and/or three (3) unexcused absences in a semester, one or more in-person meeting(s) between the school (a school attendance officer, a school administrator or his or her designee, and/or a school counselor), the child's parent or guardian, and the child, when appropriate, to address the barriers to attendance. The result of the meeting or meetings shall be to develop a collaborative plan to reduce barriers identified to improve regular attendance. The plan shall consider, but not be limited to:
 - (i) Illness related to physical or behavioral health of the child.
 - (ii) Educational counseling;
 - (iii) Educational evaluation;
 - (iv) Referral to community agencies for economic services;
 - (v) Family or individual counseling; and
 - (vi) Assisting the family in working with other community services.

From this meeting, a Student Attendance Plan will be developed and monitored by the principal or his designee to address any barriers determined exist for the student to be in attendance.

- After ten (10) accumulated days of self-excused absence or four (4) unexcused absences, an in-person meeting will be held including the school (a school attendance officer, a school administrator or his or her designee, and/or a school counselor), staff members selected by administration, the child's parent or guardian, and the child, when appropriate. The purpose of this meeting is to review the Student Attendance Plan to address any new barriers to attendance.

If the parent/guardian refuses to participate in such meetings and process, the principal shall place documentation of such refusal in the child's attendance records and may result in loss of credit or possible legal action as allowed by state statute.

Attendance and Credit

Self-excused and unexcused absences of seven (7) accumulated days of self-excused and/or three (3) unexcused absences in a semester from any class during a semester will place the student in an attendance review status as described above, regardless of the student's grade in class. The absence count will begin with the student's first day of the semester in the class and will be combined with previous attendance for any transfer student.

An absence seventh (7) accumulated days of self-excused and/or three (3) unexcused absences in a semester of will result in the automatic review of credit for the class by the principal. At the end of the semester, the principal review the cases of all students who have been placed on review status in a class(es).

The Principal will consider the following in determining if the student will require remediation due to absence:

1. Whether the student is passing or did pass the class.
2. Whether the student's attendance improved and the reasons for the student's absences.
3. Whether all make up work and make up tests for which the student was eligible have been completed.

The Principal, may reach one of the following decisions after considering a student's case:

1. Restore the student's credit for the semester, either outright or subject to specified conditions.
2. Not restore the student's loss of credit for the semester.

Attendance and Truancy

Students are expected and required to be in each class every day that school is in session. The school may report to the county attorney of the county in which the person resides when the school has documented the efforts to address excessive absences, the collaborative plan to reduce barriers identified to improve regular attendance has not been successful, and the student has accumulated more than twenty (20) absences per year. The school shall notify the child's family in writing prior to referring the child to the county attorney. Illness that makes attendance impossible or impracticable as determined by the Principal shall not be the basis for referral to the county attorney.

Tardies

A student shall be marked tardy if they are not in the classroom unexcused when the bell to begin class rings or needs to leave immediately at the beginning of the class. The first offense in each semester in a class results in a warning for the teacher; 2nd offense – a teacher assigned detention; 3rd and subsequent offenses will be referred to the principal for disciplinary action.

College Visits

Seniors in good standing (2 days) and juniors (1 day) may have an excused absence for an on-campus visit if the following criteria are met:

- Request must be made at least 3 days in advance of the visit
- All required paperwork be completed and turned into the guidance office before the scheduled visit day.

Activities

Activities/Athletics

Students participating in interscholastic athletics or activities will be expected to adhere to the policies and conditions of the Board of Education, the Student/Parent Athletic Handbook, school rules and the rules established by each coach or sponsor. Failure to do so will result in disciplinary action.

Activity/Athletic Eligibility

- High School Students who are on the failing list for two consecutive weeks in two subjects will be ineligible for all interschool competitive activities the next week.
- Middle School Students who are on the failing list for two consecutive weeks in two subjects will be ineligible for all interschool competitive activities
- Students not in good standing, at the approval of the principal, may be withheld from travel or other loss of school time to attend class or receive academic support.

Activity/Event Code of Conduct – Student Spectator Guidelines

Students are expected to meet high standards of conduct when representing the school, either as participants or as spectators. Those manners, which are considered proper for conduct as a lady or gentleman, apply at all times. The following guidelines are the expected behavior of students of the Ainsworth Community Schools. It is important to remember that you represent **not only yourselves**, but also **Ainsworth Community Schools**, and the **City of Ainsworth**. Failure to uphold these high standards will result in removal from an activity/event and further disciplinary action.

Student Spectator Guidelines (at home and away)

- 1) Proper respect to the American flag is expected to be shown during the playing of the National Anthem.
- 2) Unsportsmanlike behavior (booing, pointing, derogatory remarks to players, officials, and/or fans, etc.) will **NOT** be tolerated. Symbolic clothing or use of such which encourages disruption or distraction will not be allowed. Hats or caps may not be worn by student spectators in the gym.
- 3) Students will sit in the Student Section or the Pep Band Section. No one will be allowed to stand on the floor. At **NO** time are students to wander onto the playing court. Students in the stands are to be a **positive influence** upon the game or match going on and not a **distraction**. Students may sit **with their parents** in other sections of the gym. Alumni and visiting students will not be allowed to sit in the AHS student section, nor in the pep band section while the band is in attendance unless participating as a member of the Alumni band.
- 4) The restrooms and concession stand will only be used during a break between games, matches, or half time. This means students are to stay in the stands while play is going on. Students are also not to be moving about constantly in the bleachers. Students who leave the building may not come back in.
- 5) Pop, juice, Gatorade, etc. in the gym must have a screw on top and may not be brought in from outside the school building.
- 6) The use of artificial noisemakers (air horns, whistles, bells, etc.) is prohibited. Band instruments, including drums, are **NOT** to be played at any time other than when the entire band is playing. Bands should not be permitted to play except prior to the game or match, at intermission, and time-outs.
- 7) Students are to show respect for and follow the directions of staff supervisors and/or Principals at all times.

Dances and the Junior/Senior Banquet and Prom

All school dances are held for the enjoyment of Ainsworth High School students. Any dance sponsored by a school organization will be governed by school rules and Board policies. Additional guidelines for the Juniors/Seniors Banquet and Prom are as follows:

1. A student must have paid his/her class dues in full before he/she will be allowed to attend the Banquet or Prom.
2. Because this is a special event, students are expected to dress formally.
3. Only AHS Juniors and Seniors may attend the Banquet.
4. Juniors, Seniors, and Prom Servers are invited to the Prom Dance. Dates of those invited must be high school freshmen or older.
5. Students attending the Junior/Senior Banquet and Prom will submit to a breathalyzer test.

Testing as a Condition for Participation in Extra-curricular Activities

Students who wish to participate in extra-curricular activities may be required to submit to a breath test, even if there is no individualized suspicion that the student has consumed alcohol. For example, all students who wish to participate in prom may be required to provide a breath test prior to entry at the dance. The administration, in consultation with activity sponsors, shall determine which extracurricular activities will be subject to breath testing.

Behavior

Attire and Grooming

The school administration, staff and teachers will continue to encourage all students to dress in a fashion that reflects good tastes and a style appropriate for a school day. All clothing is expected to be neat, clean and not disruptive to the learning environment. Clothing advertising alcoholic beverages, controlled substances, or that with obscene or questionable printing and/or sexually suggestive messages will not be permitted. If a student is wearing inappropriate clothing, an attempt will be made to provide appropriate clothing at school. The student will be responsible for his/her time out of class. If you question the appropriateness of something, it is probably not appropriate. Hats or caps may be confiscated by school personnel and held by the Principal until the end of the school year. This includes events in the gym.

Examples and interpretations:

The examples listed below are not all inclusive and other forms of attire may be deemed inappropriate by the administration on an individual basis.

1. No apparel containing references to drugs, tobacco, alcohol will be allowed. No apparel containing vulgarity, obscenity, or profanity will be allowed. This includes pictures, words, advertisements, or symbols.
2. No apparel containing sexual references or innuendo will be allowed.
3. Undergarments are not to be visible at any time.
4. No mesh shirts will be allowed unless a full shirt is worn underneath.
5. No apparel that exposes the mid-riff area will be allowed.
6. Shoes must be worn at all times.
7. No hats or caps may be worn inside the school building.
8. The wearing of clothing that is intended to be worn outside will not be permitted
9. Shorts and skirts should be mid-thigh in length.
10. The presence of any apparel, jewelry, accessory, notebook, chains, or manner of grooming that is disruptive to the learning environment or identified as a potential safety risk will not be permitted.
11. Halter tops and low-cut necklines will not be allowed. Sleeveless shirts and tank tops are allowed, however, there must be straps over both shoulders of at least 1" in width.
12. Ripped or frayed pants or jeans should not have rips or holes above mid-thigh.

Students will not be permitted to remain in class or at school sponsored functions in attire, which draws such attention to themselves that it disrupts general decorum, interferes with the intended function of the school or school activity, or creates potential health or safety hazards.

Parents/guardians are expected to illustrate concern, provide guidance and have knowledge of what their child is wearing.

Building administrators or their designees will make final evaluations to determine if other similar items are likely to be disruptive or create a potential health or safety problem in a particular instance. Exceptions may be made in the case of appropriate team uniforms, special school events and other specific principal designated activities.

Teachers are expected to refer students who are in violation of the dress code to the office.

Banned or Prohibited Items

Any item or situation that distracts or interferes with learning ***in the classroom*** is prohibited.

Backpacks, cinch sacks, duffle bags and other "bags" **not provided by the school with the purpose for carrying a school issued computer** are prohibited to be carried by students during the day. Students may use them to bring their materials before school, then leave them in their assigned locker throughout the day. They may then take their bags home at the end of each day. The only permitted bag that students may have with them during the day is their school issued laptop bag. Items prohibited or banned include, but are not limited to, laser lights, hand-held video games, virtual or electronic "Pets", Super balls, Yo-yos, etc.

Bus Regulations

Regular Routes: Students shall be on time at the approved bus stop. Do not cross the road until the bus has stopped completely and the driver has extended the stop arm. Students are to board the bus one step at a time. Rigid standards of discipline must be maintained at all times in order to insure the safety of riders and the driver.

While Riding the Bus: The riding of the bus is a privilege and may be revoked for violation of the rules or for conduct, which is detrimental to the safe operation of the bus. The driver and bus monitor are in full charge of the bus and the students. Students are to comply promptly with all requests of the driver and/or bus monitor. The driver may assign seats. Students shall go directly to their seats and remain seated there until they arrive at their destination. Students shall not leave the bus from the emergency door unless an emergency exists. Students shall not run or push while leaving or entering the bus. Students that live on the opposite side of the road are to go approximately twelve (12) feet in front of the bus before crossing.

The school bus driver has the authority and the responsibility to discipline students on the bus.

Route Bus Discipline Procedure:

For any conduct deemed inappropriate by the bus driver and/or bus monitor, the following procedure will be used. The bus driver or monitor will fill out a discipline referral describing the incident and will be responsible for turning the referral in to the administration. Upon reviewing the referral, administration will determine whether disciplinary action is needed in the matter. If disciplinary action is required, the district administration has the discretion to do what they believe is best to ensure the safety of all drivers and riders, as well as remove students from bus routes for a determined length of time based on the severity of incident(s). Our intention is to work with students to promote their best behavior and growth as it relates to situations such as riding the bus. Below are the guidelines, which we will follow in handling bus discipline.

Activity Bus: The same rules and regulations should be followed as for the regular routes except

1. The emergency door may be used to load and unload large equipment (i.e. band equipment, sports gear)
2. If it is necessary for a sponsor to talk with a student, the sponsor may walk to the student's seat or have the student come to the sponsor's seat. Otherwise, students are to stay seated at all times.
3. Any student who rides to an event on a school bus will also return home on the bus unless the sponsor has written permission (a Travel Release Form) from the parents for the student to return home some other way. This form must be completed and **personally handed to the Coach/Sponsor after the event** is completed and upon departure with the student. Failure to do so will result in the student riding school provided transportation from the activity.

Electronics

Cell Phones - (7-12 Policy)

Cell Phone distractions are prohibited in the classrooms during class periods. Students may use their phones before school, at lunch, after school and in between class periods only and phones should be either silenced or shut off prior to entering the classroom. Any staff member may confiscate the cell phone if they observe a student in violation of this policy.

- 1st Offense: Phone is sent to the office and the student may pick up the phone after school that day.
- 2nd Offense: Phone is sent to the office and a parent may pick it up after school that day.
- 3rd Offense: Phone is not allowed to be brought to school. If the student brings the phone, it will be confiscated and a parent may pick it up after school. Additional consequences may be assigned for excessive non-compliance with this policy.

Computer Use & Electronic Devices

Acceptable use of electronic devices (cell phones, iPods and other mp3 players) is defined as using those devices during school hours (8:00 am - 3:31 pm, excluding lunch periods and passing periods) for educational purposes with the permission of school personnel. Under no circumstances should students use electronic devices during school hours for non-educational purposes with the exception of the student's lunch period and passing periods. Students may use electronic devices in the commons area during their lunch period and passing periods without asking for teacher or staff approval. All electronic devices are brought to school at the risk of the student. The school is in no way liable for damage to or theft of electronic devices.

Personal iPads and other tablet computers, laptops, etc. are NOT to be brought to the school unless for special projects pre-approved by school personnel.

Students using electronic devices without teacher approval or for non-educational purposes will have the device confiscated and given to the principal. The exception to this is during the student's lunch period and passing periods. The electronic device will be returned to the student at the end of the school day. Repeated violations of the electronic device policy may result in further disciplinary action. See "Cell Phones" section of this handbook for further explanations.

It is sometimes necessary for parents to leave messages for or to contact their student during the school day. Parents should be aware that students who check messages or take phone calls from parents without teacher permission are using their electronic device improperly and may have their device confiscated for the remainder of the day. Please help us educate your student on the proper use of electronic devices and urge them to only access messages or phone calls from parents during their lunch period or with teacher permission. Parents may leave messages for students with the school office. Please contact the school office with any emergency messages, which will be delivered to students immediately.

Unacceptable use of electronic devices includes, but is not limited to:

- Any uses or actions that are contrary to the mission and purpose of Ainsworth Community School Middle/High School.
- Any uses or actions that are harassing or discriminatory in nature.
- Any actions or uses that are contrary to copyright laws.
- Any actions or uses that jeopardize the Ainsworth Community School computer network or other computer networks.

Some items worthy of specific comment are:

Email

- Only the Ainsworth Community School email address should be used for student email.
- Ainsworth Community School email addresses are considered school property and any communications using those addresses is subject to monitoring. Any misuse of Ainsworth Community School email addresses may be subject to disciplinary action.
- Use of email during school hours is prohibited unless for an educational purpose and authorized by school personnel.
- Do not forward email from another person without that person's permission.
- Students should not give out Ainsworth Community School email address passwords to other people or access the email accounts of other students.
- School email addresses are not to be given to any websites, companies, or other third parties without the permission of school personnel.

Instant Messaging/Chat Rooms

- Instant messaging/chat rooms are prohibited except as a part of an assigned, in-class activity that is supervised by school personnel.

Pictures, Video or Audio Recording

- Students should never take pictures or make a video or audio recording of another person or group without the expressed consent of that person or group.
- Any picture or audio or video recording should only be used for school purposes, such as class projects, and not shared on social networking sites or the internet in any way, except as part of the requirements for a class project.

Audio and Video Content

- Audio on electronic devices should be turned off during school hours unless required for the class activity being conducted and with the approval of school personnel.
- Listening to music during class is permitted at the discretion of school personnel. It is the responsibility of the classroom teacher to monitor all video and audio content accessed by students at all times and procedures should be established to allow for this supervision.
- The use of electronic devices to watch commercial movies or videos is not permitted during school hours.
- Streaming music or video is never permitted or acceptable except as part of an assigned, in-class activity.
- Headphones are required any time audio or video content is accessed, or other arrangements as made with the permission of school personnel.

Games

- The playing of games during school hours is not permitted except as part of an assigned, in-class activity.

Network Access

- Students may not attempt to access servers or network information that is not open to the public.

Internet Use

- Accessing any materials on the Internet that are contrary to Ainsworth Community School Middle/High School's mission is prohibited.
- If a student accidentally accesses inappropriate material on the Internet they should notify school personnel as soon as possible.
- Students should not attempt to bypass school network security or Internet filters. Any use of a VPN may lead to suspension from the district internet for the remainder of the school year.
- Information obtained through the Internet should be properly cited and in compliance with copyright laws.

Failure to Follow Policy

The use of Ainsworth Community School's computer network and Internet access is a privilege, not a right. Misuse of the computer network and Internet access by the failure to follow the guidelines of this policy could result in having access to the network and internet revoked. Misuse of the computer network and Internet access could also result in other disciplinary actions. Both staff and students are required to follow guidelines, which have been developed for the use and care of the computers that are located throughout the school. Failure to adhere to these guidelines *will* result in disciplinary action, which may include being banned from all district computers. The personal use of email, messaging, Facebook, streaming music videos or non-educational videos are not allowed by students on district computers or on student assigned laptops during school hours. E-mail involving classroom assignments supervised by school personnel will be allowed.

Ainsworth Community Schools Acceptable Use Internet & Computer Policy Violation Chart

Violation	1st Offense	2nd Offense	3rd Offense
Email, chat, or other electronic communication for purposes unrelated to education	14 days Laptop & Internet Suspension	45 days Laptop & Internet Suspension	90 days Laptop & Internet Suspension
Noncompliance with supervisor instructions for use of computer during school	14 days Laptop & Internet Suspension	45 days Laptop & internet Suspension	90 days Laptop & Internet Suspension
Leaving laptop unattended in non-secure area	14 days Laptop Suspension	45 days Laptop Suspension	90 days Laptop Suspension
Allowing someone else to use your computer or use your login	14 days Laptop Suspension	45 days Laptop Suspension	90 Days Laptop Suspension
Marking or altering the labels on the computer and case	14 days Laptop Suspension	45 days Laptop Suspension	90 days Laptop Suspension
Attempting to erase user online history on the laptop	14 days Laptop Suspension	45 days Laptop Suspension	90 days Laptop Suspension
Attempting to alter or add software to the laptop	45 days Laptop Suspension	90 Days Laptop Suspension	Permanent Laptop Suspension

Any attempt to access or distribute any obscene or pornographic material	90 Days Internet and Laptop Suspension	Permanent Internet and Laptop Suspension	
Harassing, making threats, using obscenities, or defamation using the laptop	45 Days Internet and Laptop Suspension	90 Days Internet and Laptop Suspension	Permanent Internet and Laptop Suspension
Any illegal activities on the laptop	Permanent Internet & Laptop Suspension		
Hacking or any attempt to compromise any computer or network system's security (including the use of a VPN on the school network)	Permanent Internet & Laptop Suspension		

Note: These are examples of what consequences may be incurred for any violations of the policies. Actual consequences may vary depending on the severity of the infraction and the circumstances under which it occurs. Days are listed as SCHOOL days. All possible violations cannot be listed and will be dealt with accordingly.

Google's G Suite for Education (GSFE)

Our Middle and High school students and all staff will be using a suite of free productivity tools for classroom collaboration called "G Suite for Education (GSFE)." This is a closed system that is only open to Ainsworth Middle & High School students and staff. GSFE includes several applications that enable students to create class projects, collaborate with the classmates, and send email to classmates and teachers. Students cannot send or receive email on the account from or to anyone outside of the school system. The classroom teacher will moderate this collaborative network where students can share ideas, publish their work, and learn how to communicate safely and effectively online. Students are responsible for their accounts and must not give access or reveal passwords to anyone.

Student Expectations for G Suite for Education (GSFE):

1. GSFE is intended for educationally enriching purposes only. Any inappropriate content will be deleted.
2. Assignments can be posted by the teacher and students have the ability to submit work to the teacher through G Suite for Education (GSFE).
3. The guidelines set by the district-wide acceptable use policy regarding educational technology will be expected to be followed by the students.
4. Inappropriate use may result in cancellation of the student's technology use privileges and/or disciplinary action.

Hall Passes

Students out of the classroom *must have teacher permission whenever leaving the room during class time.* Leaving the room without permission is cause for disciplinary action and will result in the student being placed on a "no pass list" which prohibits the student from leaving any class for a designated period for any reason other than personal approval by principal as requested by a teacher.

Search and Seizure

School authorities may seize any contraband, or controlled substance or any object considered to be illegal, and any material or object which violates a school rule or poses a hazard to the safety and well-being of any person or the learning environment. Any event leading an administrator to have reasonable suspicion that a student may be in possession of contraband may lead

to search of student lockers, bags, pockets or vehicles while on school property. Students are not to bring any item of this nature to school or to a school activity.

Reasonable Suspicion Testing

If there is reasonable suspicion that a student has consumed alcohol in violation of district policy and the student has been advised as to the violation of and the disciplinary action being taken under the district's alcohol policy, the student may be required to take a test with a breath-testing device. Legal authorities will administer the test. In the case of a positive result, the matter will be turned over to legal authorities and school administration will notify a parent or guardian.

Testing Procedures

The following procedures govern the use of breath testing devices by school administrators:

1. Students who are suspected of violating the district's alcohol policy who are referred to the administration and who deny the consumption of alcohol, even though the administration has reasonable suspicion that a student had imbibed an alcoholic beverage, may be required to take a test using a breath testing device. Police will be contacted to administer this test.
2. Students who test positive for alcohol will be disciplined for violation of the school district's drug and alcohol policies.
3. Students who refuse to take the test will not be permitted to participate in extra-curricular activities. The administration may use other evidence in the student's case to make curricular disciplinary recommendations for students who refuse to take the test.
4. Results of each student's breath test(s) will be made available to the student's parents or guardian upon request.
5. A student who refuses to take a breath test or who tests positive for the presence of drugs or alcohol will be released from school or school activities only to the student's parents or guardian or an adult designated by the student's parents or guardian or to law enforcement as deemed appropriate by administration.
6. Staff, students, and parents will be notified annually of these procedures.

DISCIPLINE

Detention

If a teacher finds it necessary for a student to be detained, that teacher will be responsible for the student's supervision. If a bus student must serve detention, arrangements with the parents/guardians and student should be made for detention. Failure to serve an assigned detention will result in an office discipline referral and further consequences.

Disciplinary Referral Procedures

For any conduct and/or behavior deemed inappropriate by faculty or staff the following procedure will be used:

- A) Faculty, staff, and/or supervision personnel will initially deal with inappropriate conduct/behavior within their classroom guidelines or general school policies. Initial incidents will be documented through the use of PowerSchool log entries. Measures will be taken to ensure inappropriate behavior will not be repeated. Measures may range from a warning, to extended detention time and parent conference.
- B) After efforts have been made (with no progress) to correct the behavior of the same individual student, and when warranted, the staff member will file a Student's Behavior Disciplinary Action Report with the Principal.
- C) Upon receiving a second Disciplinary Action Referral for the same student, regardless of the source, the Principal will send both referral reports home to the parents/guardians of the student.
- D) 1 - Upon receiving a third Disciplinary Action Referral for the same student, regardless of the source, the Principal will set up a conference with the student, parent/guardian, teacher/s, and the principal.
2 - When a staff member files a third Referral for the same student, they will send the Student's Behavior Disciplinary Action Report with the student to the appropriate Principal's office.
3 - In both cases the student will be placed in In-School Suspension and not allowed back into classes until a conference is held. The outcome of the conference will determine how and if the student will be allowed back into classes.
- E) Subsequent Referrals for the same offense may result in the student being removed from the class for the remainder of the school year.

Dismissal or Removal from Class, Study Hall or Activity

When a student's behavior in a class, study hall or other activity endangers himself or others; when it takes so much of the attention of the teacher, the sponsor or other students that the class or activity can no longer be conducted normally; or when behavior is openly rebellious and disrespectful to the teacher, the sponsor or other members of the group involved, the student may be removed on either a temporary or permanent basis. If a student is removed permanently, after an investigation by the principal indicates the removal is necessary and proper, the student will be given an RF (Removed-Fail) on the official transcript. If it is deemed appropriate by the Principal further disciplinary action will result. **Students must obey the reasonable instructions of any school district personnel regardless of the staff member's regular job assignment.** If the student feels he/she has not been treated fairly, they can then bring this concern to the attention of the Principal who will investigate the matter and make a determination; however, when the staff member directs a student to do something, the student is to comply with the request. Failure to follow a valid request could perhaps result in charges of insubordination.

Academics

Grading Scale

All classes, core and exploratory, will be graded according to the following scale:

A+ 99-100	B+ 91-92	C+ 84-85	D+ 76-77	F 69 or below
A 95-98	B 88-90	C 80-83	D 72-75	
A- 93-94	B- 86-87	C- 78-79	D- 70-71	

Grades for Seniors the Final Semester

Seniors may elect to be excused from final test at the end of 2nd semester. Parents/Guardians are expected to keep informed of a student's progress at all levels of their education and not to wait until the final week of a student's educational experience to inquire as to a student's graduation status.

Graduation Requirements

In order to receive a signed diploma from AHS, each student must have earned a minimum of 240 credit hours. In addition, specific credits must be earned in English, Mathematics, Social Studies, Science and Physical Education. Students should check Board Policy 611.07 for an explanation of these requirements.

- Class of 2023 and Prior

<u>COURSE</u>	<u>HOURS</u>	<u>SPECIFIC COURSES REQUIRED</u>
English	40	English I, II, III
Mathematics	30	Algebra I, Geometry, an 11th grade math
Science	30	
Social Studies	30	American History (11), Government (12)
Physical Education*	10	*unless excused by a physician
TOTAL HOURS REQUIRED FOR GRADUATION	=	240

- Class of 2024 and After

<u>COURSE</u>	<u>HOURS</u>	<u>SPECIFIC COURSES REQUIRED</u>
English	40	English I, II, III
Mathematics	30	Algebra I, Geometry, an 11th grade math
Science	30	Physical Science, Biology
Social Studies	40	Civics, World History, Amer. History (11), Govmt.(12)
Physical Education/Health	10	*unless excused by a physician
Communication	5	"Intro to Public Speaking"
Personal Finance	5	
Fine Arts	10	2 semesters of any Art or Music class.
Vocational	10	2 semesters of any introductory Vocational Class
TOTAL HOURS REQUIRED FOR GRADUATION	=	240

A total of 10 hours per year (5 per semester) will be awarded for the successful completion of each class taken.

Middle School Promotion:

Each Middle School student in grades five through eight shall be required to take the following classes each school year:

English.....	2 Semesters
Science.....	2 Semesters
Social Studies.....	2 Semesters
Mathematics.....	2 Semesters
Health/Physical Education.....	As scheduled

Class Placement

<i>Freshman</i>	=	<i>0-49</i>
<i>Sophomore</i>	=	<i>50-99</i>
<i>Junior</i>	=	<i>100-159</i>
<i>Senior</i>	=	<i>160+</i>

Dropping or Adding Subjects and Schedule Change

Students may not drop, discontinue or add subjects without the permission of the Counselor **and** Principal. All schedule changes are to be done within the time allotted (by the end of the first week of the semester, five days) To drop or add a subject, the student should secure the proper form from the Counselor who will give the student directions on how to proceed with a schedule change including parent permission for any class changes. A student is to have no more than one study hall during their daily schedule at the high school level unless the counselor and principal determine that an exception should be made.

Participation in the Commencement Ceremony

Students who have met all graduation requirements will be allowed to participate in the Commencement Ceremony. All students and their parents are urged to stay alert to grade and credit requirements and to contact the Counselor or the Principal if there are questions. Do not wait until the last semester when it may be too late to make corrections.

Identification and Assessment of ELL Students

The Home Language Survey (HLS) will be completed upon registration to identify a Primary Home Language Other than English. (PHLOTE). PHLOTE students will be tested using the ELPA 21 Screener within the first 30 days of the school year, or within 15 days of enrollment in the district. PHLOTE students will be testing according to NDE guidelines, during a specified testing window using the ELPA 21 Summative assessment. Students who receive scores or Level 4 (Early Advanced) and/or Level 5 (Advanced) in the areas of Reading, Writing, Speaking and Listening, will be considered proficient and dismissed from the ELL Program. Students arriving with previous test information will be placed appropriately in the ELL programs. Records will be kept at Ainsworth Community Schools.

Parent/Teacher Conferences

Parent/Teacher Conferences are scheduled according to the school calendar. At these conferences, the progress and recommendations from parents and teachers will be exchanged. Parents may call and make special conference arrangements outside of these arranged dates if they have need to do so.

Report Cards/Progress Reports

- Middle School (7-8)

Grades for middle school students will be generated and reported on a quarterly basis. Progress reports will be made available to parents and students near the middle of each quarter and quarterly grades will be made available on Tuesday following the end of the each quarter. These will be generated by the office and distributed to students through their seminar teacher. These should be signed by at least one parent and returned to the seminar teacher by the last school day of the week. Parent use of PowerSchool is encouraged to check student progress on a regular basis. Quarterly grade reports are made available to parents and students at the end of every nine weeks.

	Begins		Ends	Progress Report	Grades Available
Quarter 1	August 12	-	October 15	September 14	October 19
Quarter 2	October 18	-	December 17	November 16	January 4
Quarter 3	January 4	-	March 4	February 1	March 8
Quarter 4	March 7	-	May 19	April 5	May 20

- High School (9-12)

Grades for high school students will be generated and reported on a semester basis. Progress reports will be made available to parents and students approximately at the end of the 5th, 9th and 14th weeks of the semester and finals grades will be made available at the end of each semester. These will be generated by the office and distributed to students through their seminar teacher. These should be signed by at least one parent and returned to the seminar teacher by the last school day of the week. Parent use of PowerSchool is encouraged to check student progress on a regular basis.

	Begins		Ends	Grades Available
Semester 1	August 12	-	December 17	January 4
Progress Report Dates	September 14		October 19	November 16
Semester 2	January 4	-	May 19	May 20
Progress Report Dates	February 1		March 8	April 5

Semester Ending Tests

All high school students will be required to take semester ending tests, in all classes each semester, with the exception of seniors who can be excused from second semester tests if they choose. Middle school teachers are encouraged to develop and administer some form of cumulative assessment for a quarter or unit during the time allocated for high school finals.

Honor Roll

The High School will publish a Roll of Excellence, GPA 4.0 and an Honor Roll, GPA 3.5 to 3.99 with no grade below a "B-". Middle school honor rolls will be created for each quarter and semester. High school honor rolls will be generated only for each semester.



STANDARD™ 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://iloveugays.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



© Copyright 2009-2014. All rights reserved. The "I Love U Guys" Foundation, Bailey, CO 80421. SRP, The Standard Response Protocol and I Love U Guys are Trademarks of The "I Love U Guys" Foundation and may registered in certain jurisdictions. This material may be duplicated for distribution by recognized schools, districts, departments and agencies. SRP Handout for K12 | Version 2.0 | 01/08/2013 | Revised: 01/08/2013 | <http://iloveugays.org> |



Middle and High School

Faculty Handbook



Ainsworth Community Schools

2021-2022

The mission of the Ainsworth Community Schools is to provide a safe environment in which students acquire the knowledge, skills and attitudes necessary to be successful individuals in an ever-changing world.



Ainsworth Middle/High School Directory

Administration

Dale Hafer – Superintendent	387-2333 (Office)
Steven Dike – 7-12 Principal	387-2082 (Office)
Curtis Childers – PreK-6 Principal	387-2083 (Office)

Activities Director - 387-0535 (Office)

Scott Steinhauser

Jared Hansmeyer

Sports

MS/HS Football
 HS Volleyball
 Boys' & Girls' Golf
 MS/HS Wrestling
 MS Football

MS/HS Cross Country
 MS Volleyball
 MS Girls' & Boys' BB
 HS Girls' & Boys' BB
 MS/HS Track

Activities

Speech
 F Clubs
 Play Production
 Cheeleading
 Pom

Mock Trial
 Music
 Quiz Bowl
 Art
 Destination Imagination
 A-Club

Office

Zoe Shankland	387-2082 ext 182
Angie Welke	387-2082 ext 180

AMS/HS Faculty

Denise Adcock	Roberta Denny	Brandy Held	Sandi Nelson	Lisa Schlueter
Bethany Alder	Amanda Evans	Jennifer Hitchcock	Jake Nelson	Danielle Severin
Wendy Allen	Nichole Flynn	Tami Jacobsen	Kayla Nilson	Scott Steinhauser
Pam Barrow	Amanda Ganser	Jessica Kempcke	Lauren Osborne	Kara Welch
Betty Bower	Kelli Gibson	Tasha Kruse	Jessi Owen	Emily Whipple
Roudy Clapper	Tammy Hancock	Heather Lutter	Todd Pollock	Rachel Williams
Ronda Davis	Jared Hansmeyer	Juli Murphy	Erin Rathe	Amanda Wirth

Angie Welke-Secretary

Zoe Shankland-Secretary

Ainsworth Community School's Web Page

In an effort to improve student learning and to help students realize they are part of a bigger world, we would like to demonstrate their projects on our school's website. We are using our digital camera to take pictures of classes, groups, as well as students working on projects. We will not be mentioning any full name or addresses, just displaying student immersed in learning!

The school's website is found at <http://www.ainsworthschools.org>

We encourage you to sign up for the News Update feature to stay up-to-date with the happenings at Ainsworth Community Schools.

***Forms are available in the office if any parent wishes to **NOT** have a student's picture displayed on the school's webpage.

AINSWORTH MIDDLE & HIGH SCHOOL BELL SCHEDULES

5th-6th grade enter the building at the west entrance/7th-8th grade enter the building at the south entrance

7th-12th Grade Schedules:

Regular Schedule

Warning Bell			7:55
Period 1	8:00	–	8:44
Period 2	8:47	–	9:31
Period 3	9:34	–	10:18
BULLDOG TIME	10:21	--	10:48
Period 4	10:51	–	11:35
<hr/>			
7 th -8 th Lunch	11:35	--	12:02
Period 5 (7-8)	12:05	–	12:49
Period 5 (9-12)	11:38	–	12:22
9 th -12 th Lunch	12:22	–	12:49
<hr/>			
Period 6	12:52	–	1:36
Period 7	1:39	–	2:23
Seminar	2:26	–	2:47
Period 8	2:50	–	3:34

2:00 Dismissal

Warning Bell			7:55
Period 1	8:00	–	8:39
Period 2	8:42	–	9:21
Period 3	9:24	–	10:03
Period 4	10:06	–	10:45
Period 5	10:48	–	11:27
Period 6	11:30	–	12:09
7 th -12 th Lunch	12:09	-	12:36
Period 7	12:39	–	1:18
Period 8	1:21	–	2:00

10:00 Late Start

Warning Bell			9:55
Period 1	10:00	–	10:35
Period 2	10:38	–	11:13
Period 3	11:16	–	11:51
Period 4	11:54	–	12:29
7 th -12 th Lunch	12:29	–	12:59
Period 5	1:02	–	1:37
Period 6	1:40	–	2:15
Period 7	2:18	–	2:53
Period 8	2:56	–	3:31

Semester Test Schedule

	Day 1 (1 st -3 rd)	Day 2 (4 th -6 th)	Day 3 (7 th -8 th)
Warning Bell			7:55
Seminar (All Students)	8:00	–	9:25
Period 1,4,7	9:30	–	10:50
Period 2,5,8	10:55	–	12:15
7 th -12 th Lunch	12:15	--	12:42
Period 3/6	12:45	–	2:05
Remediation (Days 1&2)	2:05	–	3:31

Certified Teaching Staff are required to be on duty, generally from 7:45 – 3:45.

This time may be adjusted to allow for coverage of supervisory rotations before and after school.

Middle School staff with coaching responsibilities may not be available after 2:40 p.m.

Faculty members may leave at 3:40 p.m. on Fridays.

*****If the need should arise to deviate from this schedule for any reason, adjusted schedules and procedures are posted on the district website.**

Notice

The sole purpose of this handbook is to serve as reference for staff and clarify procedures used in the operations of Ainsworth Middle/High School. Significant effort has been made to guarantee alignment with all state statutes and all agreements negotiated by ACS and it's employees. In the case of error or non-agreement, statute and negotiated agreement must supersede this handbook and the information in this handbook will be null and void. For the sake of accuracy, in the case of error or non-agreement, please notify Ainsworth Administration immediately.

For more information use the link below to visit the district website.

www.ainsworthschools.org

AINSWORTH COMMUNITY SCHOOLS NOTICE OF NON-DISCRIMINATION

The Ainsworth Community School district does not discriminate on the basis of race, color, national origin, sex, disability, or age in its programs and activities and provides equal access to the Boy Scouts and other designated youth groups. The following person has been designated to handle inquiries regarding the nondiscrimination policies and will serve as the coordinator for Title IX purposes:

Name: Ben Wright
Title: Elementary Principal
Address: 520 E 2nd Street, Ainsworth, NE 69210
Telephone: 402-387-2083
E-mail: bwright@ainsworthschools.org

For further information on notice of nondiscrimination, visit <http://wdcrobcolp01.ed.gov/CFAPPS/OCR/contactus.cfm> for the address and phone number of the office that serves your area or call 1-800-421-3481.

For additional prohibited discrimination and related information, please contact the office of the Superintendent for information regarding district policy and procedure to prevent discrimination.

Teacher Handbook General Information

ACTIVITIES

Activity Approvals, Scheduling and Facility Requests forms must be filled out by every event sponsor and submitted to the Activity Director or principal for approval. This includes all meetings regardless of the time or place of the activity.

Activities must be completed by 6:00 p.m. on Wednesday. No activities are allowed on Sunday.

ADMITTANCE PROCEDURES

Upon returning to school due to an unforeseen absence, it shall be the responsibility of the staff member to make a student aware of homework or other learning activities missed and the timeline to complete this work.

Pre-arranged absences require an Admit/Make-up slip (white slip) before the absence and staff should provide students with the learning activities and timeline for completion prior to leaving.

ASBESTOS

Federal regulations require schools to inventory asbestos containing materials and develop management plans to identify and control asbestos containing materials. The school has complied with these regulations, has conducted asbestos abatement projects, has properly identified and labeled all remaining materials containing asbestos, and has an appropriate management plan established. Records and further information concerning this requirement is available in the building offices and at the office of the Superintendent of Schools.

STUDENT ATTENDANCE POLICY

Due to changing laws it is very important that an accurate record of attendance is recorded. All teachers are required to take attendance during the first five minutes of EACH class period. If you are unable to use Power School during your class please call the office to report the absent student(s).

CLASSROOM MANAGEMENT

Most disciplinary/classroom management problems can be avoided if the teacher has a plan, comes to class prepared to teach and has appropriate classroom rules which have been explained to the student and which are fairly and consistently enforced.

Proximity has proven to be one of the greatest tools for classroom management. This requires consistent and continual movement around the room. Teachers are expected to move throughout the classroom regardless of class activity.

The best classroom managers/disciplinarians are the ones who have learned to be firm and consistent without being autocratic and confrontational. **A review of your classroom rules/expectations will be completed during the first week of the school year.**

COLLECTION OF MONIES

All class dues are to be paid by the end of the 1st Quarter. All money being collected by class sponsors, treasurers, students, etc. needs to be turned in to the office **daily**. All checks written to the organizations are to be cashed weekly. **Do not hold money long term.**

DAILY ANNOUNCEMENTS

The PowerSchool system will be used for compiling the daily bulletin. Each teacher, sponsor, coach or advisor is responsible for submitting bulletin information for his or her organization. Faculty and Student announcements may be entered into the daily bulletin form or may be sent to

zshankland@ainsworthschools.org. **Hand written notes or phone calls will not be posted.** All announcements must be submitted by 7:00 a.m. the date of publication. The Pledge of Allegiance will be recited in each room at the beginning of first period.

STAFF DRESS CODE

You are an important role model to your students. Staff members should be professionally/appropriately dressed at all times. All attire should also meet the dress code we enforce for students. Footwear should be professional and provide for safety in the case of emergencies. It has been customary for teachers at the high school to wear jeans on **the last teaching day of the week** if worn with an "I Love Public Schools" shirt or a school shirt/or school colors. (This is not to be a "dress down" day with lowered academic or behavioral expectations, it is to be viewed as a "school spirit" day where staff can show support for school activities.)

DUPLICATING OR PHOTOCOPYING

We all have a busy schedule and copying is one of the many duties that a teacher must accept if they choose to use hard copies within the classroom. Classroom teachers will be expected to complete their own copying during their plan time or outside the school day. Please plan accordingly and make arrangements for copying at one of the several copies available throughout the building. Copier representatives recommend that construction paper not be used in the copiers and color printing is not to be a substitute for copying.

EMERGENCY RESPONSE PACKETS

An Emergency Response Packet is located in each room and must be within reach at all times. Faculty members are to review packet contents periodically and be aware of procedures contained in the packet in case of various emergency situations. At the end of the school year all emergency buckets need to be turned in with your handbook so they can be restocked.

FACULTY MEETINGS

Faculty meetings will be scheduled on a regular basis to discuss specific school problems and other agenda items relating to the welfare of the school, students and staff. When called, all meetings will begin at 7:15 a.m. unless otherwise noted. **All** faculty members are expected to attend unless a member has been excused by the Principal. **Faculty meetings take precedence over all other activities-planned or not.** Teachers are expected to cancel or reschedule other activities, meetings, etc. and to be in attendance at the faculty meetings.

August 25	November 17	February 23	May 11
September 22	December 8	March 30	
October 27	January 26	April 27	

FIRE DRILLS

Monthly fire drills are required by Nebraska law and are an important safety precaution. They are held to establish an evacuation procedure in case of an actual emergency. Maps and directions for exiting the room have been provided for each room and each staff member. These are to be kept clearly posted in the room. At the beginning of school and periodically throughout the year, whenever a new group of persons are using the room, this exit route should be explained.

When a fire alarm sounds, **everyone** is to obey orders promptly and clear the building in an orderly manner as quickly as possible. **All students in a specific class are to remain with their teacher once they have reached the indicated safety zone. Teachers are to take their Emergency Response Packets and grade/roll books with them and take roll upon reaching the designated area. Any students who are**

not with their class are to be reported immediately to the appropriate Principal. (An Emergency Response Packet is located in each room and must be within reach at all times.)

As a safety measure all students, staff, teachers and other adults or children are to proceed to the grass area and not to stop in the street. Greater care needs to be taken by teachers to set a good example for students in this situation. Go up onto the grass. **Do not stop or stand in the street or parking area during a fire drill emergency exiting.**

A student or staff member who sets off the fire alarm in an intentionally false manner will be suspended from school and will face criminal charges. This has been upheld by the Supreme Court in the "clear and present danger" doctrine.

FOOD AND DRINKS

Food and drinks are not allowed in the classroom or in the hallways. Please follow the guidelines in the Student Handbooks. Water in clear (see through) plastic containers will be allowed.

GRADING

PowerSchool will be the district-wide management program for tracking grades and attendance. **Grades should be updated in PowerSchool no later than 8:30 am on Monday morning.** Some may still choose to keep a paper grade book. If you choose to, this record should be turned in at the end of the school year. Grade weighting is determined by the teacher in alignment with best practice. However, any weighting used to determine a student's cumulative grade should be communicated with all students prior to the beginning of the semester.

Grades are strictly the responsibility of the teacher. GRADES ARE TO BE BASED ONLY ON STUDENT ACADEMIC PROGRESS AND ACHIEVEMENT, NOT ON BEHAVIOR and extra-credit should be reserved for academic work done beyond the assigned coursework.

The following scale will be used to record student performance on the permanent student records:

A+99-100	B+91-92	C+84-85	D+76-77	F 69-below
A 95-98	B 88-90	C 80-83	D 72-75	
A-93-9 4	B-86-87	C-78-79	D-70-71	

HALL DUTY

All teachers are to supervise the hallways outside their classrooms (or distributed as needed) when classes are passing. Teachers **are not to tolerate** running, pushing, horseplay or teasing on the part of any student. Teachers are to assume responsibility for supervision of students at all times.

HOURS OF DUTY

Generally, staff members are to be on duty from 7:45 to 3:45 p.m, but start and ending time may be adjusted before or after school for staff meetings, supervisory responsibilities or other unforeseen events. On Fridays faculty members may leave at 3:40 p.m.

Teachers are expected to be in their respective classrooms or teaching locations by 7:55 a.m. each day. Teachers are expected to be in their classroom unless instructional preparation or activity sponsorship would necessitate their absence.

LEAVING THE BUILDING DURING THE DAY

Any staff member needing to leave the building during the day will notify the front office and sign out through the front office before leaving.

LESSON PLANS

Lesson plans are due by 8:00 am and are to be submitted digitally each Monday (or the first day of the week). They are to be placed and archived in the personal shared lesson plan google folder which will be shared with administration.

MONDAY MORNING ELIGIBILITY

Teacher grades need to be entered in PowerSchool by **8:30** on Monday morning so a 7th-12th eligibility list can be compiled. Please make sure grades are current on PowerSchool before the eligibility list is due.

MORNING SUPERVISION

Before the first day of school, teachers will have the expectation to sign up for a determined number of weeks of supervision. Morning supervision will consist of two positions (by the Big A and on the South at the Middle School entrance). Morning duty will be from 7:35-7:55 (teacher may leave at 3:35 on these days) and after school duty will be from 3:31-3:45 with no adjustment necessary in the morning. If you have to be gone for any reason, it is your responsibility to find a replacement for this supervision.

MULTI-CULTURAL EDUCATION

Rule 16 attempts to insure that all teachers incorporate into their daily teaching positive cultural contributions of the four major minority groups in Nebraska-African Americans, Hispanic Americans, Native Americans and Asian Americans. The goal of the legislation, which mandates multicultural education, is to bring about the appreciation of cultural pluralism. When you are planning both long term and short term goals you are reminded to make a concentrated effort to make your lessons multi-culturally appropriate. Each year the district's Multicultural Education Committee is responsible for seeing that the requirements of Rule 16 are met. AR-6205 Form Attached.

MUTUAL RESPECT

From childhood we have been taught to treat others as we would like to be treated. This is one of the basic character education traits that we attempt to instill in our students. We also need to be certain that we send this message to our students and that we lead by modeling this idea.

PROGRESS REPORTS

Grades will be continue to be determined on a quarterly basis for grades 5-8 and will be generated on a semester basis for grades 9-12. Progress reports are designed to give the student and the parent an indication as to the academic progress of the student while there is still time to make improvement or seek assistance. These reports will be sent home according to the schedule below. Signed progress reports are to be returned to the teacher by Friday of the week the reports were distributed. Reports not returned by Friday must be followed up by the teacher. Principals may request verification of returned reports.

- Middle School (7-8)

Grades for middle school students will be generated and reported on a quarterly basis. Progress reports will be made available to parents and students near the middle of each quarter and quarterly grades will be made available on Tuesday following the end of the each quarter. These will be generated by the office and distributed to students through their seminar teacher. These should be signed by at least one parent and returned to the seminar teacher by the last school day of the week. Parent use of PowerSchool is encouraged to check student progress on a regular basis. Quarterly grade reports are made available to parents and students at the end of every nine weeks.

	<u>Begins</u>		<u>Ends</u>	<u>Progress Report</u>	<u>Grades Available</u>
Quarter 1	August 12	.-	October 15	September 14	October 19
Quarter 2	October 18	-	December 17	November 16	January 4
Quarter 3	January 4	-	March 4	February 1	March 8
Quarter 4	March 7	-	May 19	April 5	May 20

- High School (9-12)
 Grades for high school students will be generated and reported on a semester basis. Progress reports will be made available to parents and students approximately at the end of the 5th, 9th and 14th weeks of the semester and finals grades will be made available at the end of each semester. These will be generated by the office and distributed to students through their seminar teacher. These should be signed by at least one parent and returned to the seminar teacher by the last school day of the week. Parent use of PowerSchool is encouraged to check student progress on a regular basis.

	<u>Begins</u>		<u>Ends</u>	<u>Grades Available</u>
Semester 1	August 12	.-	December 17	January 4
Progress Report Dates	September 14		October 19	November 16
Semester 2	January 4	-	May 19	May 20
Progress Report Dates	February 1		March 8	April 5

PURCHASE ORDERS

Any orders or purchases made through the Activity Account require a purchase order. Activity Account purchase orders may be requested from the High School office. General Fund purchase orders may be requested from the District Office. **All purchases require a purchase order.**

SAFETY AND WELL-BEING AND ACCIDENT REPORTS

Each teacher is responsible for the safety and well-being of each student in their charge as well as for his/her own safety and well-being. If you observe situations in the facility or grounds which you feel are potential safety hazards, report these immediately to one of the Principals. Be ever alert to the physical setting in your classroom which may endanger the safety and well-being of yourself and your students.

Supervise your students at all times.

REMEMBER!! When a person is injured use extreme caution-do not move the person if there is a chance that there may be injury to the spine. Keep students away from the injured person and send for the school nurse immediately. Do not allow yourself to come into contact with blood from the

wound of the injured person. Use the gloves in your “Teacher Safety First Aid Packet.” Additional first aid supplies may be obtained from the office when your supply is depleted.

SEMESTER ENDING PERFORMANCE ASSESSMENTS

All teachers 9-12 are expected to have students complete a comprehensive exam, project or presentation at the conclusion of each semester for each class. (Seniors MAY be exempted from these exams at the discretion of the teacher). 7-8th grade teachers are encouraged to create a "larger" exam to allow students the opportunity to review and reassess previously learned concepts from the semester. (These do not need to be comprehensive in nature and should be "grade appropriate).

SENDING STUDENTS OUT OF THE CLASSROOM OR FROM THE BUILDING

Teachers are not to send students from the building to run errands or to get supplies. Make prior arrangements to have on hand all materials that are needed for a class project or lesson. Do not send students to the office for supplies. If a student needs to go to the nurse, please contact to office first to assure that 1) the nurse is available at that time, and 2) the office can send someone to escort the student in the name of student safety.

If a student needs to leave the campus under exceptional circumstances, he/she should be sent to the Office of the Principal to gain permission. Please do all that you can to discourage the need for a student to leave the building and miss valuable instructional time.

SPECIAL ARRANGEMENTS FOR APPROVED ABSENCE

The following guidelines will be used to determine whether or not the student deserves this privilege:

1. Student is not on Eligibility Exemption Roster.
2. Student has good attendance record.
3. Student has good conduct record.

If a student meets these criteria, then the student must have a parent call or personally contact the Principal in order to ensure that this absence meets with parental approval. At this point, if the student's absence has been approved, the next step will be for the student to complete all his/her classroom assignments which will be missed prior to leaving for the event.

Principal/Activities Director may deny approval for school sponsored trips or activities that the **student is participating in based on the three criteria listed above.**

When students are participating in a school-approved activity, the coach/sponsor will post a list of eligible student names in the faculty bulletin at least **three days** before the event. Teachers will use this list when assigning makeup work.

Coaches/Sponsors must get permission from the Principal/Activity Director before giving students permission to attend a state-sponsored activity when they are **not a participant** (such as the State Wrestling Tournament or school sponsored activity such as FCCLA Search). Any students under supervision of a sponsor or coach are considered a school approved absence. Any student not under supervision of a coach or sponsor is absent on a white slip.

SPONSORSHIP

All middle and high school teachers may expect assignments to sponsor school organizations. Every effort will be made to keep these assignments in line with teaching preparations and teaching load. High school class sponsors will have co-sponsors.

As a sponsor you are expected to hold students to strict account for adherence to Board of Education and school rules and to give advice to the organization when you deem it is necessary and appropriate. Scheduling of meetings is left to the discretion of the organization and the advisor, however, the advisor is responsible for seeing that the proper procedures are followed in gaining approval from the Activities Director for placement on the school calendar. The advisor is also responsible for seeing that all charter guidelines are followed. Please bring these to the attention of the organization which you sponsor. **NOTE: All fund-raising activities are to have prior approval of the Principal and Superintendent. Proper procedure needs to be followed concerning purchase orders.**

SPONSORSHIP TRANSPORTATION ARRANGEMENTS

Any student who rides to an event under the supervision of a sponsor/coach/faculty member will also return home under their supervision unless the sponsor has a Travel Release Form from the parents for the student to return home some other way. This form must be completed and personally handed to the sponsor/coach/faculty member after the event is completed and upon departure with the student. Failure to do so will result in the student riding school provided transportation from the activity.

STUDENT ASSISTANCE TEAM

The Student Assistance Team, with the Guidance Counselor as chairperson, exists to assist teachers in dealing with a number of concerns regarding student academic progress or lack thereof, habitual behavioral problems, speech and language referrals and diagnostic testing request. Contact Mrs. Schlueter to receive the appropriate forms if you feel that you have students whom should be referred to the SAT. Attempts will be made to use the SAT for assisting those students whose names consistently appear on the ineligible list, also. At all levels of the SAT operations, the classroom teacher plays a vital role in providing information and brainstorming solutions. When you are notified of an SAT meeting make every effort to attend, if possible, and if not possible then provide written or verbal input to the Counselor.

STUDENT HANDBOOKS

Staff is expected review, adhere and enforce uniformly and consistently all guidelines set forth in the student handbooks. The Student Handbook is an extension of the Faculty Handbook and all guidelines apply to teachers and staff as well.

SUPERVISION OF STUDENTS

Students, either alone or in groups, are **never** to be left unsupervised at any time. All groups of students meeting as teams, classes, practices, parties or organizations are to be sponsored and directly supervised by a faculty member.

TEACHER ABSENCE

Should an unforeseen need arise that a faculty member is unable to be present for all or a portion of the school day, the Principal and Secretary are to be notified as soon as possible so arrangements can be made to obtain a substitute teacher. A Staff Absence Report must be filled out for every absence of one half class period or longer, including during your planning period through Weblink (<https://wl.sui-online.com/AinsworthNE/Login.aspx?ReturnUrl=%2fAinsworthNE>). If the absence is due to illness or is unplanned, the Staff Absence Report should be filled out as soon as possible and no later than upon your return. If the absence is unplanned, lesson plans may be e-mailed to Zoe,

zshankland@ainsworthschools.org, however in all other circumstances teachers are expected to provide complete, clear and appropriate lesson plans for the substitute to use in **teaching the** class. It is expected that a teacher will also provide the substitute with a list of classroom rules and a seating chart.

Staff is allowed four (4) days of Planned Personal Leave per year as per the negotiated agreement. Staff members should use these wisely as it will not be common practice to allow personal days beyond those allotted. In the rare EMERGENCY situation that requires personal leave beyond those allotted, all requests must be made in person to the building principal three days prior to the planned absence.

Planned personal leave should be submitted at the earliest date possible (but not less than three school days) due to limited opportunities to find substitutes. Substitutes will be used to fill school activities before requests for personal days. Every effort will be made to find coverage but requests for personal days may be denied or teachers may be asked to reschedule if coverage cannot be found.

Whenever leaving the building, teachers are required to check in and sign out on the Teacher Checkout sheet in the main office.

TELEPHONE AND INTERCOM SYSTEM IN CLASSROOMS

The telephone and intercom systems which have been installed in each **room are to be used by teachers and staff members only unless in case of emergency when the classroom teacher is incapacitated. Students are not allowed to answer the phone.** Students are not to be on the phone during class times.

TEXTBOOKS AND OTHER SCHOOL PROPERTY

Teachers are to keep accurate records of textbooks and other school property issued to them. When assigning books to students, record the number of the book and then keep this list of book numbers and student names in a safe place. If a student informs you that he/she has lost their textbook, the teacher will collect for the original book before issuing him/her a new book. Should the original textbook show up at a later date the student's payment will be refunded. Please remind students of their responsibility in keeping the textbooks and materials issued to them in good condition.



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



McAndrew Elementary

Ainsworth Community Schools

Grades K-6

2021-22



Student-Parent Handbook

McANDREW ELEMENTARY STUDENT AND PARENT HANDBOOK

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

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

SCHOOL MISSION

ACS CARES: Committed to Achieving Results for Everyone’s Success

Notice of Nondiscrimination

The Ainsworth Community School district does not discriminate on the basis of race, color, national origin, sex, disability, or age in its programs and activities and provides equal access to the Boy Scouts and other designated youth groups. The following person has been designated to handle inquiries regarding the nondiscrimination policies and will serve as the coordinator for Title IX purposes:

Name: Ben Wright
Title: Elementary Principal
Address: 520 E 2nd Street, Ainsworth, NE 69210
Telephone: 402-387-2083
E-mail: bwright@ainsworthschools.org

For further information on notice of nondiscrimination, visit <http://wdcrobcop01.ed.gov/CFAPPS/OCR/contactus.cfm> for the address and phone number of the office that serves your area or call 1-800-421-3481.

For additional prohibited discrimination and related information, please contact the office of the Superintendent for information regarding district policy and procedure to prevent discrimination.

2021-22 K-6 FACULTY & STAFF

ADMINISTRATION	Dale Hafer	Superintendent	District Office
	Benjamin Wright	PK-6 Principal	Elementary Office
BOARD OF EDUCATION	Jim Arens	President	
	Mark Johnson	Vice President	
	Scott Erthum	Secretary / Treasurer	
	Jessica Pozehl	Member	
	Brad Wilkins	Member	
	Frank Beel	Member	
FACULTY & STAFF	Jen Lentz	K-6 Office Assistant	Elementary Office
	Leanne Maxwell	School Nurse	Elementary Office
	Lori Clapper	School Nurse	Elementary Office
	Tami Jacobsen	K-6 Guidance Counselor	Room 20
	Lori Pollock	Kindergarten	Room 13
	Caren Fernau	Kindergarten	Room 14
	Deb Walker	Grade One	Room 10
	Stacey Alberts	Grade One	Room 11
	Pam Peterson	Grade Two	Room 15
	Samantha Martin	Grade Two	Room 16
	Sarah Carpenter	Grade Three	Room 18
	Reagan Fairhead	Grade Three	Room 19
	Alisha Strelow	Grade Four	Room 21
	Julie Micheel	Grade Four	Room 17
	Kelli Gibson	Grade Five	Room 109
	Mandy Evans	Grade Five	Room 108
	Heather Lutter	Grade Six	Room 110
	Nichole Flynn	Grade Six	Room 107
	Amanda Ganser	Computers	Room 9
	Kayla Nilson	Vocal Music	Room 138
	Roudy Clapper	Physical Education	Gym
	Kara Welch	Library / Media	Room 9
	Erin Rathe	5-6 Band	HS
	Neiley Arens	K-2 Resource	Room 12
	Bobbie Jo Robinson	3-4 Resource	Room 20
	Tasha Kruse	5-6 Resource	Room 120
	Scott Steinhauser	School Psychologist	Room 130
	Christina Buckles	Speech Therapy	Room 6
	Sandi Nelson	Reading Coach / Title I	Room 5
	Lauren Osborne	ELL Teacher	
	Erin Shaul	Paraprofessional	
Cathie Pankowski	Paraprofessional		
Wendy Smith	Paraprofessional		
DeAnn Nilson	Paraprofessional		
Roni Daniels	Paraprofessional		
Hailey McBride	Paraprofessional		
Melissa Freudenburg	Paraprofessional		
Karen Kackmeister	Paraprofessional		
Janet Painter	Paraprofessional / ELL		
Laurie Goodloe	Paraprofessional / Library		

Regular Schedule

- 7:30 Breakfast is served.
Students eating breakfast enter through high school doors.
- 7:45 Teachers are on duty.
- 7:55 Students enter the building.
K-2 wait by the **east** doors prior to entering classrooms.
3-4 wait by the **west** doors prior to entering classrooms.
5-6 wait by the **Big A** doors prior to entering classrooms.
- 8:00 Class begins.

11:00-12:45 Lunch and recess

Grade	Lunch	Recess
K	11:00-11:25	11:25-11:45
1	11:00-11:25	11:25-11:45
2	11:00-11:25	11:25-11:45
3	12:00-12:25	12:25-12:45
4	12:00-12:25	12:25-12:45
5	12:00-12:25	12:25-12:45
6	11:35-12:00	12:00-12:20

- 3:27 School is dismissed.
K-2 dismissed through the **east** doors.
3-4 dismissed through the **west** doors.
5-6 dismissed through the **Big A** doors.

3:34

ABSENCES, TARDIES AND SICKNESS

Except for those students exempted by law, this school district expects all children living within the boundaries of the school district and who are between the ages of six by January 1st and sixteen to be in attendance every day that school is in session unless they have been excused by school authorities. Regular attendance is necessary to provide the student with the best possible education.

1. Prior to a planned absence, please provide the elementary office a written excuse, email, personal contact, or telephone call, stating the reason for the student's absence. In the case of an unplanned absence, please notify the elementary office immediately the morning of the absence. If by 9:15 a.m. the office has received no notification, a phone call will be made to all numbers provided, beginning with the parents / guardians, until an explanation of the student's absence is received. School officials reserve the right to request a statement from the attending physician in the case of an extended absence due to the health of a student.
2. All students must have office permission and must sign out to leave the school grounds. When a student returns, they must report to the school office and sign in.
3. Students who have been absent due to a communicable disease must have written permission from a doctor before they will be allowed to return to school.
4. Tardiness is rarely excusable. A student will be marked tardy when he or she arrives after 8:00 am and must report to the school office to sign in. Penalties for excessive tardiness will be dealt with on an individual basis.
5. Students who become ill during school will not be sent home until the school has determined that there will be someone with the student. If both parents work, please let the school know where you can be reached. Ill students must sign out before they leave.

Procedures for excessive absences:

1. As per Ainsworth Community Schools policy, all questions of absences will be referred to the respective principal.
2. The principal will review the attendance records of any student missing five days of unexcused absences per semester. After 7 days per semester the child shall be deemed to have "excessive absences." When the principal determines that a child is unlawfully absent from school, the principal will arrange a conference with the parent or guardian, the child, and any other school personnel to solve the truancy problem.
3. The school may report to the county attorney of the county in which the person resides when the school has documented the efforts to address excessive absences, the collaborative plan to reduce barriers identified to improve regular attendance has not been successful, and the student has accumulated more than twenty (20) absences per year. The school shall notify the student's family in writing prior to referring the student to the county attorney. Illness that makes attendance impossible or impracticable shall not be the basis for referral to the county attorney.

ARRIVAL TO SCHOOL

School begins promptly at 8:00 a.m. Students will be counted tardy after 8:00 a.m. Students are not to arrive early. Arrangements must be made for child care/supervision in the morning before school. No students will be admitted to the building prior to 7:55 a.m., unless they are eating breakfast. Students will

be expected to dress appropriately to wait outside. Students will be allowed to wait inside the building prior to the start of the school day during the months of November-March and at the principal's discretion on otherwise inclement days, including rain, snow.

ATHLETIC AND EXTRACURRICULAR EVENTS

Elementary students enjoy the athletics and extracurricular events that are provided here by Ainsworth Community Schools. Students are expected to attend activities with supervision. We expect them to sit with or near their parents or supervisors. They should remain in their seats and leave only at quarter and half breaks. At wrestling matches, students may leave the bleachers only between matches. Students who are disruptive at activities will be sent home and may lose the privilege of attending activities. During activities held in the gym, the students will be required to sit in the designated area or with their parents or supervisors. A student must be in school one-half day in order to participate in an activity or attend an activity that evening. This refers to a practice, also.

BICYCLES AND SCOOTERS

Children who ride bikes or scooters to school must walk their bikes and scooters across the intersection and then walk their bikes or scooters on school property. There is no riding during the school day (recesses) as this will interfere with the safety of others. We encourage students to use bike locks. Children may also fold scooters and store them under their coat rack during the school day. Scooters that do not fold should not be stored under the coat racks. The school is not responsible for lost, stolen, or damaged scooters or bicycles.

BIRTHDAY TREATS / BIRTHDAY OR PARTY INVITATIONS

Due to increasing allergies and health stipulations, any treats brought to school need to be prepackaged and have a list of ingredients on them. Homemade treats will no longer be distributed to students during school hours.

The school will allow party invitations to be distributed only if the entire class is invited. If only a few members of the class are to be invited, please use some other method of distribution.

BULLYING AND HARASSMENT

McAndrew Elementary School is committed to offering an educational opportunity to its students in a climate free of discrimination, bullying and harassment. Accordingly, unlawful discrimination or harassment of any kind by administrators, teachers, co-workers, students or other persons is prohibited.

For purposes of this handbook, discrimination or harassment based on a person's race, color, religion, national origin, sex, disability or age is prohibited. The following are general definitions of what might constitute prohibited harassment.

In general, ethnic or racial slurs or other verbal or physical conduct relating to a person's race, color, religion, disability or national origin constitute harassment when they unreasonably create an intimidating instructional or educational environment.

Sexual harassment is defined by federal and state regulations as a form of sex discrimination. It can consist of unwelcome sexual advances, requests for sexual favors, or physical or verbal conduct of a sexual nature by supervisors or others in the classroom or educational environment.

Sexual harassment may exist when the conduct has the purpose or effect of unreasonably interfering with an individual's educational performance or creating an intimidating, hostile, or offensive classroom or educational environment.

Sexual harassment may include explicit sexual propositions, sexual innuendo, suggestive comments, sexually oriented "kidding" or "teasing", "practical jokes", jokes about gender-specific traits, foul or obscene language or gestures, displays of foul or obscene printed or visual material, and physical contact, such as patting, pinching or brushing against another's body.

BUS REGULATIONS

Regular Routes: Students shall be on time at the approved bus stop. Do not cross the road until the bus has stopped completely and the driver has extended the stop arm. Students are to board the bus one step at a time. Rigid standards of discipline must always be maintained in order to ensure the safety of riders and the driver.

While Riding the Bus: The riding of the bus is a privilege and may be revoked for violation of the rules or for conduct, which is detrimental to the safe operation of the bus. The driver and bus monitor are in full charge of the bus and the students. Students are to comply promptly with all requests of the driver and/or bus monitor. The driver may assign seats. Students shall go directly to their seats and remain seated there until they arrive at their destination. Students shall not leave the bus from the emergency door unless an emergency exists. Students shall not run or push while leaving or entering the bus. Students that live on the opposite side of the road are to go approximately twelve (12) feet in front of the bus before crossing.

The school bus driver has the authority and the responsibility to discipline students on the bus.

Route Bus Discipline Procedure:

For any conduct deemed inappropriate by the bus driver and/or bus monitor, the following procedure will be used. The bus driver or monitor will fill out a discipline referral describing the incident and will be responsible for turning the referral in to the administration. Upon reviewing the referral, administration will determine whether disciplinary action is needed in the matter. If disciplinary action is required, the district administration has the discretion to do what they believe is best to ensure the safety of all drivers and riders, as well as remove students from bus routes for determined lengths of time based on the severity of the incident(s). Below is a possible sequence of events. However, based on the severity of the incident, a student may be removed immediately. This will be at the discretion of the administration.

- A. The first incident of inappropriate behavior will result in a verbal warning from the bus driver and/or bus monitor. The driver or monitor will submit a written discipline referral to the appropriate principal. The Principal will have a conference with the student.
- B. The second incident involving the same student will result in a second report submitted to the principal. The Principal will arrange a parent/guardian conference or contact to discuss the incident and inform parents/guardians of possible consequences.
- C. Upon the third incident by the same student, a third report will be submitted. The third incident will result in a short-term suspension from riding the school bus.
- D. Upon receiving a fourth incident on the same student, the consequence will be suspension from riding the school bus for the remainder of the school year.

COMPUTER USAGE

The use of computers/internet is a privilege, not a right. Inappropriate behavior may lead to penalties including revoking permission to use the computers (long term or short term), disciplinary action, and/or legal action. Ainsworth Community Schools policy explains the terms and conditions for use of computers. No students shall be permitted to use the computers until the office receives a signed copy of the current year's Handbook Acknowledgement Form.

CONCERNS AND QUESTIONS

When a problem arises over a school situation, parents/guardians should first attempt to resolve the issue or complaint by holding a conference with the teacher or employee.

If the problem is not resolved after meeting with the teacher or employee, a meeting should be arranged with the principal. Prior written or verbal notice must be given by the parents/guardians in order to arrange a meeting.

DETENTION AND STAYING IN FOR RECESS

On occasion it may be necessary to keep a student after school. If a child is staying more than 15 minutes after school, the teacher will require that she/he make an attempt to call home to inform the parents.

STAYING IN: Students who are to stay inside during recess or the noon hour due to illness should bring a note signed by the parents. Students who must stay in during recess or noon hour longer than one week must bring a note from the doctor stating the reason.

DISMISSAL

Students must leave school premises immediately after school unless under the direct supervision of a teacher or an adult. K-2nd grade students will be dismissed from the east side of the elementary building, and 3rd-4th grades will be dismissed from the west side. 5th-6th grade students will be dismissed from the Big A doors at 3:34 p.m. Students riding the bus will be led to the south side of the school by the bus monitors to load the buses.

Students may remain on the playground area after dismissal if they are accompanied by their parent/guardian. If not accompanied by their parent/guardian, students need to leave school grounds until after 4:00 p.m. No students will be allowed to play on the south, west, or north sides of the school due to safety concerns.

DRESS CODE

The home and school need to cooperate in the matter of student dress for school.

Students at McAndrew Elementary are expected to dress in a way that is appropriate for a school setting. Students should not dress in a manner that is dangerous to the health and safety of anyone or interferes with the learning environment or teaching process.

Following is a list of examples of attire that is not appropriate for school. This list is not exclusive and other forms of attire deemed inappropriate by the administration may be deemed inappropriate for the school setting.

1. No apparel containing references to drugs, tobacco, or alcohol.
2. No apparel containing vulgarity, obscenity, or profanity.
3. No undergarments are to be visible at any time.
4. No mesh shirts will be allowed, unless a full shirt is worn underneath.

5. No apparel that exposes the midriff area will be allowed.
6. Shoes must be worn at all times.
7. No hats or caps may be worn inside the school building.
8. Shorts and skirts should be appropriate in length.
9. Any apparel, jewelry, accessory, notebook, chains, or manner of grooming that is disruptive to the learning environment or identified as a potential safety risk will not be allowed.
10. Halter tops and low-cut necklines will not be allowed. Sleeveless shirts and tank tops are allowed, however, there must be straps over both shoulders of at least 1" in width.

This is not an all-encompassing list. The administration reserves the right to require a student, who is not in proper school dress, to change clothing or to ask the parent to bring an appropriate change of clothing for the student.

During the late fall, winter and early spring our weather can be quite unpredictable and quite harsh. We do expect the students to be dressed for the weather. Depending upon weather factors, it is generally expected that the student will have proper winter clothes, such as a winter coat, snow boots or overshoes, stocking caps, gloves or mittens, etc. The students *will* go outside for recess unless it is dangerously cold. A student must be wearing snow boots to play in the snow. If the student is not wearing boots when snow is on the ground, the student will have to remain on cleared areas of the cement.

ENGLISH LANGUAGE LEARNER PROGRAM (ELL)

Ainsworth Community Schools meets the needs of all learners. Students with a home language other than English shall be tested for English language proficiency and instructed in reading, writing, speaking and listening of English language and content areas. The program shall be governed by Every Student Succeeds Act, the Office of Civil Rights, and The Equal Opportunity Act. Use of native language may be limited by classroom teachers to aid in the learning of the English language.

ELL IDENTIFICATION AND ASSESSMENT

The Home Language Survey (HLS) will be completed upon registration to identify a Primary Home Language Other than English. (PHLOTE).

PHLOTE students will be tested using the ELPA 21 Screener within the first 30 days of the school year, or within 15 days of enrollment in the district. PHLOTE students will be testing according to NDE guidelines, during a specified testing window using the ELPA 21 Summative assessment. Students who receive scores or Level 4 (Early Advanced) and/or Level 5 (Advanced) in the areas of Reading, Writing, Speaking and Listening, will be considered proficient and dismissed from the ELL Program. Students arriving with previous test information will be placed appropriately in the ELL programs. Records will be kept at Ainsworth Community Schools.

FIRE DRILLS AND SEVERE WEATHER DRILLS

Fire drills will be conducted monthly and severe weather safety drills will be reviewed and practiced twice during the school year.

A	Excellent	95-98
A-		93-94
B+		91-92
B	Above Average-Very Good	88-90
B-		86-87
C+		84-85
C	Average-Good	80-83
C-		78-79
D+		76-77
D	Below Average-Needs Improvement	72-75
D-		70-71
F	Failing-Not Acceptable	69 or below
S+	Above Satisfactory	
S	Satisfactory	
S-	Below Satisfactory	
U	Unsatisfactory	

GUIDANCE SERVICES

A school counselor is assigned to the Elementary School as well as the Middle School and High School. The goal of the elementary guidance and counseling program is to facilitate the personal development and academic success of every student. The elementary counseling program provides individual and group counseling, developmental guidance activities, and support guidance based upon individual and school need. Referrals to the school counselor may be made directly by parents or through the child's classroom teacher or building principal. The student may also request to speak with the counselor.

HEALTH SERVICES

Student illnesses:

If a student becomes ill during the school day, the parent or guardian will be contacted. Please make sure the office knows how to reach a parent or guardian during the day. Also, please provide emergency contact information in the case that the parent or guardian cannot be reached. See attached policy AR-5405 for more information regarding student illnesses.

Health related information:

Please notify the school nurse concerning any special health needs of a student.

Attack on Asthma Emergency Protocol:

This protocol is the result of a state-mandated regulation, which requires our schools be prepared to implement an emergency treatment plan, called a protocol, anytime any student or staff member experiences a life-threatening asthma attack or systemic allergic reaction.

The protocol requires that 911 be called first. Next, an EpiPen injection will be given by the school nurse or another trained school staff member. Then, Albuterol is provided through a nebulizer machine. If you know your student has asthma or a severe allergy, it is critically important that you communicate this information to our school staff. If you have questions or concerns about the protocol or your student's health issues, please contact the school nurse.

Medications:

All medications, with few exceptions, must be stored in the office and given by trained personnel or the school nurse. Written permission from a parent is required. **Medicines must be in the original container, regardless if the drug is a prescription drug or an over-the-counter drug.** Medicines, such as inhalers, can be kept with the student but the parent is required to fill out a self-administration permit form. Permission forms are in the office.

School health screenings:

Yearly health screenings will be provided for all students. Results will be given to the parents, with concerns identified. Referrals will be recommended at that time, if applicable.

Immunization requirements:

State law requires that children entering school be immunized. Students entering school for the first time must have:

- 3 doses of DTP vaccine
- 3 doses of Polio vaccine
- 2 doses of MMR vaccine
- 3 doses of Hepatitis B vaccine
- 2 dose of Varicella or proof of having disease

A medical exemption from a physician or an affidavit of refusal for religious reasons may be substituted for the immunization requirements.

Physical Exam and Vision Exam requirements:

All out-of-state transfers and all students entering kindergarten must have both a physical and a thorough vision exam within 6 months prior to admission, unless the parent/guardian signs a waiver.

Head lice procedures:

- When live lice are found on a student, the family is notified and the student may go home at the end of the day. Parents/guardians have the option of picking their child up earlier to begin treatment.
- When returning to school, the parent/guardian should accompany the student to the nurse's office to check the student's head. If no live lice are found, the student is also checked again in 7-10 days. It is recommended that the parent/guardian continue to check the student's head in the days after treatment and frequently for several weeks.
- Three repeat cases of live lice at school may lead to exclusion from school until lice free.
- Families are encouraged to report head lice to the school nurse, who is available to answer questions regarding treatment.

HOMEWORK

Homework is necessary at times due to requirements in a particular subject, the need to enhance student achievement, or a student's absence from school.

LIBRARY

The elementary library is available for student use during school hours. In order to reduce expenses due to loss of books or vandalism, each student should have only two books checked out. The book may be kept for up to two weeks.

Notice of Non-discrimination

In accordance with federal law and U.S. Department of Agriculture policy, this institution is prohibited from discrimination on the basis of race, color, national origin, sex, age, disability, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA. To file a program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, (AD-3027) found online at: http://www.ascr.usda.gov/complaint_filing_cust.html, and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by:

- (1) Mail: U.S. Department of Agriculture
Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue, SW
Washington, D.C. 20250-9410
- (2) Fax: (202) 690-7442; or
- (3) Email: program.intake@usda.gov

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 school district. 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.

LUNCH, BREAKFAST, AND SNACK MILK PROGRAMS

Under special federal programs, hot lunch is served to students who wish to participate. Applications for free or reduced participation in this program will be mailed home during the summer. Parents who wish to be included under these guidelines must complete the forms and return them to the District Office **before participation is effective. These forms must be completed each year and will not carry over to the next school year.**

The U.S. Department of Agriculture prohibits discrimination against its customers, employees, and applicants for employment on the bases of race, color, national origin, age, disability, sex, gender identity, religion, reprisal, and where applicable, political beliefs, marital status, familial or parental status, sexual orientation, or all or part of an individual's income is derived from any public assistance program, or protected genetic information in employment or in any program or activity conducted or funded by the Department. (Not all prohibited bases will apply to all programs and/or employment activities.)

If you wish to file a Civil Rights program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, found online at http://www.ascr.usda.gov/complaint_filing_cust.html, or at any USDA office, or call (866) 632-9992 to request the form. You may also write a letter containing all of the information requested in the form. Send your completed complaint form or letter by mail at U.S. S.W., Washington, D.C. 20250-9410, by fax (202) 690-7442 or email at program.intake@usda.gov.

Individuals who are deaf, hard of hearing, or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339; or (800) 845-6136 (Spanish).

USDA is an equal opportunity provider and employer.

PLEASE NOTE: As stated above, all protected bases do not apply to all programs. *The first six protected bases of race, color, national origin, age, disability and sex are the six protected bases for applicants and recipients of the Child Nutrition Programs.*

BREAKFAST & LUNCH PRICES

ITEM	PAID	REDUCED	FREE
K-12 Breakfast	\$1.70	FREE	FREE
K-4 Lunch	\$3.05	\$0.40	FREE
5-12 Lunch	\$3.20	\$0.40	FREE
Extra Lunch Entrée	\$1.70	\$1.70	\$1.70
Extra Pizza Hut Pizza	\$1.90	\$1.90	\$1.90
Extra Milk	\$0.50	\$0.50	\$0.50
Extra Fruit & Veggie Bar	FREE	FREE	FREE
Adult Guest Breakfast	\$2.40	--	--
Adult Guest Lunch	\$3.95	--	--
Adult ONLY Fruit & Veggie Bar	\$2.00	--	--
Child Guest Breakfast	\$1.70	--	--
Child Guest Lunch	\$3.05	--	--

Students in Kindergarten and 1st grades have the opportunity to drink snack milk during the school day. **This must be paid for by semester or for the entire year. Students will not be allowed to drink snack milk until payment has been received. Notices will be sent home before the start of each semester.**

1st semester: \$42.00 2nd semester: \$45.50 All Year: \$87.50

Breakfast will be offered to students Kindergarten through High School. If your student wishes to eat breakfast, he or she should be at the school cafeteria at 7:35 am. The menu will be published in the elementary newsletter, on the school website and on the radio.

*Students may not bring pop, juice or other beverages to drink with their hot lunch, unless they have a medical reason not to drink milk.

MYSCHOOLBUCKS.COM

MySchoolBucks is a convenient tool for parents / guardians to use to manage meal accounts at Ainsworth Community Schools. With MySchoolBucks, you can add money to your child's meal account, view account balances and recent purchases, and set up notifications for upcoming payments - from the convenience of your home, office, or on-the-go with the mobile app. Visit myschoolbucks.com to set up an account—all you need is your child's lunch number! At this time snack milk cannot be paid through this service.

PARENT INVOLVEMENT

McAndrew Elementary welcomes parental involvement in the education of their children. We hope to foster and facilitate, to the extent appropriate and in their primary language, parental information about, and involvement in, the education of their children. Policies and regulations are established to protect the emotional, physical and social well-being of all students.

1. Parental involvement is a part of the ongoing and timely planning, review and improvement of district and building programs.
2. Parents are encouraged to monitor their student's progress by reviewing quarterly report cards and attending parent-teacher conferences.
3. Textbooks and other curriculum materials used in the district are available for review by parents upon request.
4. Parents are provided access to records of students according to law and school policy.
5. Testing occurs in this school district as determined to be appropriate by district staff to assure proper measurement of educational progress and achievement.
6. Parents submitting written requests to have their student excused from testing, classroom instruction and other school experiences will be granted that request when possible and educationally appropriate. Requests should be submitted to the proper teacher or administrator within a reasonable time prior to the testing, classroom instruction or other school experience and should be accompanied by a written explanation for the request. A plan for an acceptable alternative shall be approved by the proper teacher and administrator prior to, or as a part of, the granting of any parent request.
7. Participation in surveys of students occurs in this district when determined appropriate by district staff for educational purposes. Parents will be notified prior to the administration of surveys.

Title I Parent and Family Engagement Policy (combined district and school):

Ainsworth Community Schools intends to follow the Title I Parent and Family Engagement Policy guidelines in accordance with federal law, Section 1116(a -f) ESSA, (Every Student Succeeds Act) of 2015.

The written District parent and family engagement policy has been developed jointly with, updated periodically and distributed to parents and family members of participating children and the local community in an understandable and uniform format. This policy agreed on by such parents describes the means for carrying out the requirements as listed below.

- Parents and family members of all students are welcomed and encouraged to become involved with their child's school and education; this includes parents and family members that have limited English proficiency, limited literacy, are economically disadvantaged, have disabilities, racial or ethnic minority background or are migratory children. Information related to school and parent programs, meetings, school reports and other activities are sent to the parents of participating children in a format, and to the extent practicable, in a language the parents can understand.
- Parents are involved in the planning, review, evaluation and improvement of the Title I program, Parent and Family Engagement Policy and the School-Parent Compact at an annual parent meeting scheduled at a convenient time. This would include the planning and implementation of effective parent and family involvement activities.
- Conduct, with meaningful parent and family involvement, an annual evaluation of the content and effectiveness of the Parent and Family Engagement Policy. Use the evaluation findings to design

evidence-based strategies for more effective parental involvement, and to revise the Parent and Family Engagement Policy.

- Opportunities are provided for parents and family members to participate in decisions related to the education of their child/children. The school and local educational agency shall provide other reasonable support for parental involvement activities.
- Parents of participating children will be provided timely information about programs under this part, a description and explanation of the curriculum in use, the forms of academic assessment used to measure student progress and the achievement levels of the challenging State academic standards. The school will provide assistance, opportunities, and/or materials and training to help parents work with their children to improve their children's academic achievement in a format, and when feasible, in a language the parents and family members can understand.
- Educate teachers, specialized instructional support personnel, principals, and other school leaders, with the assistance of parents in the value and utility of contributions of parents, how to reach out to, communicate with and work with parents as equal partners.
- Coordinate and integrate parental involvement programs and activities with other Federal, State and local programs, including preschool programs that encourage and support parents in more fully participating in the education of their children.

PARENTS' RIGHTS UNDER FERPA

The Family Educational Rights and Privacy Act (FERPA) affords parents and students over 18 years of age ("eligible students") certain rights with respect to the student's education records. Ainsworth Community Schools will comply with the requirements of FERPA.

NOTICE CONCERNING DIRECTORY INFORMATION

The district may disclose directory information. The types of personally identifiable information that the district has designated as directory information are as follows: student's name, address, home phone number, grade in school, name of parents or guardian, and date of birth. A parent or eligible student has the right to refuse to let the district designate any or all of those types of information about the student as directory information. The period of time within which a parent or eligible student has to notify the district in writing that he or she does not want any or all of those types of information about the student designated as directory information is as follows: **two weeks from the time this information is first received**. The district may disclose information about former students without meeting the conditions in this section.

PERFECT ATTENDANCE AWARD

McAndrew elementary school will be recognizing students for perfect attendance at the end of the year. To earn perfect attendance, a student must have no tardies and must be present for full days of school throughout the year. To earn outstanding attendance, a student must have 1 or 0 tardies and must have missed only 2 or fewer days of school throughout the year. *Keep*

PETS

Pets will not be allowed at school without prior permission from the classroom teacher and the school principal. If permission is given to bring a pet, the parent or guardian must bring the pet, show it for a short period of time, and then take it home.

PHYSICAL EDUCATION

Students will need a pair of tennis shoes specifically for PE. These shoes are to be worn only in the gym in order to protect the gym floor. These shoes should not be worn outside. If your child wears sandals to school on a day he or she would have PE, send a pair of socks in his or her backpack.

PROMOTION AND RETENTION

The professional staff at McAndrew Elementary will place students at the grade level best suited to them academically, socially and emotionally. Students will typically progress annually from grade to grade. A student may be retained at a grade level when such is determined in the judgment of the professional staff to be appropriate for the educational interests of the student and the educational program. Parents will be consulted and included in discussions concerning retention.

REPORT TO PARENTS **add in piece about classroom placement on end of year report card*

Report cards are sent home every quarter. In addition, during the first quarter, parents will be scheduled for a Parent-Teacher Conference. At this conference, the progress and recommendations from parents and teachers will be exchanged. Parents may call and make special conference arrangements outside of these arranged dates if they need to. We will also offer Parent-Teacher Conferences in February.

Progress reports may be requested by parents/guardians at any time during the school year. Also, parents may obtain a password to their child's PowerSchool account, which is the electronic database used by the school. To obtain the password to your child's account, contact the elementary school office at 402-387-2083. Please note that 3rd and 4th grades have lunch account balances, attendance, *and* grades posted on PowerSchool. Kindergarten, 1st, and 2nd grades only have lunch account balances and attendance posted.

Along with the end of the year report card there will be a section added about the classroom placement for the upcoming school year. This section will not be 100% final and is subject to change based on teachers availability and student numbers.

SCHOOL CLOSING NOTIFICATION

Should it become necessary, in the judgment of school officials, to close school because of bad weather, an announcement will be given through the School Messenger notification program, the local radio station KBRB (FM 92 or AM 1400) and Channels 10/11 TV. If the elementary school is closed, it will be closed to all grades. If it becomes advisable because of an impending storm or other reason to close school during the school day, this information will be given out over the above listed methods, giving the time school will be dismissed. PLEASE DO NOT CALL THE SCHOOL unnecessarily under these circumstances as it ties up the line.

SCHOOL WEB PAGE & FACEBOOK PAGE

In an effort to improve student learning and to help students realize they are part of a bigger world, we would like to demonstrate their projects on our school's website and Facebook page. We take pictures of classes, groups, as well as students working on projects. With the exception of the Spelling Bee results and the end of the year Achievement Awards, we will not be publishing full names.

The school's website is found at <http://www.ainsworthschools.org>. We also maintain a Facebook page – search for Ainsworth Community Schools.

We encourage you to sign up for the News Update feature to stay up-to-date with the happenings at Ainsworth Community Schools. Forms are available in the office if you wish to NOT have your child's/children's picture displayed on the school's web page or Facebook page.

SMOKE-FREE ENVIRONMENT

McAndrew Elementary is a smoke-free environment. We would appreciate your help in meeting the goal of a smoke-free and tobacco-free environment for our children. When you attend school events please remember that our grounds are smoke-free and tobacco-free.

SPECIAL EDUCATION

Special education services are available to all students who meet qualifying criteria established by the Nebraska Department of Education. Handicapping conditions may include hearing impaired, visually handicapped, mentally handicapped (mild, moderate, and severe/profound), behaviorally disordered, specific learning disabled, orthopedically impaired, other health impaired, and speech/language impaired. Identified children are served from birth to age 21 at no cost to resident parents. Referrals for special education services or diagnostic testing may be made by parents to the building principal or by discussing with the classroom teacher. Classroom teachers also may refer students. A Student Assistance Team (SAT) and a Multidisciplinary Team (MDT) will process student referrals.

Ainsworth Community Schools requests help in locating handicapped children. The schools implement the Federal Handicapped Children's Act (PL 94-142) which guarantees a free appropriate public educational program for all children between the ages of 0 and 21 years of age. If you have a student or know of any young person with special needs between 0-21 years of age that is not enrolled in an appropriate public education program, please call 402-387-2333 or write to:

Scott Steinhauser, Special Ed. Director
Ainsworth Community School
P.O. Box 65
Ainsworth, NE 69210

STAFF QUALIFICATIONS

The No Child Left Behind Act of 2001 gives parents the right to acquire information about the professional qualifications of their child's classroom teachers. Upon request, Ainsworth Community 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. You may also get information about other graduate certification or degrees held by the teacher, and the field of discipline of the certification or degree.

We will also, 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 your child's school building. The information will be provided to you in a timely manner.

Finally, Ainsworth Community Schools will give timely notice to you if your 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.

STUDENTS' PRIVACY

It is the intent of McAndrew Elementary to protect the privacy of students in accordance with applicable laws.

Parents shall have the right to inspect, upon reasonable request, any instructional material used as part of the educational curriculum for their child. Reasonable requests for inspection of instructional materials shall be granted within a reasonable period of time after the request is received. Parents shall not have the right to access academic tests or academic assessments, as such are not within the meaning of the term "instructional materials".

STUDENTS' PROPERTY

Students may bring personal items to show or demonstrate during class time. However, personal items such as toys, trading cards, balls, bats, radios, CD and DVD players, DS Games, iPods, hand-held video games, walkie-talkies, cell phones, etc. should not be brought to school. Toy guns or related war toys should not be brought to school. Personal items should be left in the classroom or on the coat rack during recesses. **Backpacks brought to school by any student should contain a nametag or other information, which identifies the owner with his or her address.** Also, it is a good idea to label your child's coat. The school is not responsible for lost, stolen, or damaged personal items. Children should not bring money to school. Except for special projects, lunch, or when students are required to bring money to school, parents should follow this guideline. The school will not assume the responsibility of the loss.

Student desks, computer equipment, and other such property are owned by the school. The school exercises exclusive control over school property. School officials may conduct a search if there is a reasonable basis to believe that the search will uncover evidence of a crime or a school rule violation. The search must be conducted in a reasonable manner under the circumstances. Items reasonably determined to be a threat to the safety of others or a threat to educational purposes may be taken and kept by school officials. Any firearm or other weapon shall be confiscated and delivered to law enforcement officials as soon as practicable. "Nuisance items" may be removed from student possession.

TELEPHONE

Please do not call your child at school unless it is absolutely necessary. Messages will be relayed to your child or she or he may return the call during free time if necessary. In cases of family crisis or emergency, more immediacy will be shown. The telephone is for emergency use only. **Students may not use it to arrange after school play dates.** These arrangements must be made at home before school.

TESTING

Students in grades **K through 6th** will take a nationally normed, standardized test. Parents will be notified of exact dates of testing prior to administering the exams. In addition, all students, including Kindergarten, may be assessed against the Nebraska Curriculum Standards in Reading, Writing, Speaking, Listening, Math, and Science. These assessments will take place throughout the school year.

TITLE I

McAndrew Elementary school operates a school-wide Title I program, which means we have the flexibility to use our Title I funds to help all students in the building. All Title I activities help us reach school wide goals.

VIDEO SURVEILLANCE

The Board of Education has authorized the use of video cameras on School District property to ensure the health, welfare and safety of all staff, students and visitors to District property, and to safeguard District facilities and equipment. In the event a video surveillance recording captures a student or other building user violating school policies or rules or local, state or federal laws, the video surveillance recording may be used in appropriate disciplinary proceedings against the student or other building user and may also be provided to law enforcement agencies.

VISITS TO SCHOOL

All entrances are locked. Visitors must request permission to enter the building and then check in with the elementary office. Parents and guardians are invited to visit their child's classes. Please contact your child's teacher ahead of time before making a visit. Children will not be allowed to visit school unless they are accompanied by an adult or by special permission from the principal. Visits should usually be for an hour or less.

WITHDRAWAL PROCEDURE FROM AINSWORTH ELEMENTARY

Students moving away from the school district are expected to check out at the office. Parents/guardians should notify the teacher and office at least two days in advance if planning to move. A copy of the child's permanent record will be sent to the school if requested by the receiving school.

THE STUDENT SHALL BE EXPECTED TO:

- Using drinking fountains, play equipment, and lavatories with safety and cleanliness in mind
- Keeping objects, hands and feet to oneself so as not to injure others
- Following directions, the first time
- Accepting the authority of teachers, the principal, and other staff members
- Cooperating with teachers and other students
- Practicing and developing good citizenship, character, and safety for themselves and others
- Completing assigned work
- Doing work consistent with ability
- Being regular and punctual in attendance
- Walking in hallways and on the sidewalks

THE PARENTS SHALL BE EXPECTED TO:

- See that the pupil arrives at school at the appropriate time in a proper state of health and cleanliness
- Encourage the proper attitudes toward learning and respect for school authority
- Make available to the school system any information essential to developing a program beneficial for the student
- Confer with officials regarding the pupils progress in school
- Cooperate with school personnel in efforts to improve the student's attitude and behavior
- Assume full responsibility for willful misbehavior or damage to school property by the child

The Ainsworth Community School District does not discriminate on the basis of sex, disability, race, color, religion, veteran status, national or ethnic origin, marital status, pregnancy, childbirth or related medical condition, or other protected status in its programs and activities and provides equal access to the Boy Scouts and other designated youth groups. Complaints or concerns involving discrimination or needs for accommodation or access should be addressed to the Superintendent.

Dale Hafer, Superintendent, 520 E. 2nd St., Ainsworth, NE 69210, 402-387-2333, dhafer@ainsworthschools.org

The Superintendent shall be the Coordinator for anti-discrimination laws (including Title VI, Title IX; the Americans with Disabilities Act of 1990 (ADA), and Section 504 of the Rehabilitation Act of 1973 (Section 504)) and complaints or concerns involving discrimination or compliance with those laws should be addressed to the Superintendent. For further information about anti-discrimination laws and regulations, or to file a complaint of discrimination with the Office for Civil Rights in the U.S. Department of Education (OCR), please contact the OCR at 601 East 12th Street, Room 353, Kansas City, MO 64106, (800) 368-1019 (voice), Fax (816) 426-3686, (800) 537-7697 (telecommunications device for the deaf), or ocr.kansascity@ed.gov.

Ainsworth Community Schools



**Student/Parent Handbook of
Activity Rules and Regulations**

Dear Student/Parent:

Students who are good sports are positive role models within our school and the community at-large. A good sport knows that competition builds character and shapes lifetime attitudes. You, in turn, experience additional educational leadership benefits that come from participation in sports and activities.

Integrity, fairness, and respect are inherent principles of good sportsmanship. With them, the spirit of competition thrives, fueled by honest rivalry, courteous relations, and graceful acceptance of the results.

As a participant in sports and activities at our school, your sportsmanship goals should include:

- Developing a sense of dignity under all circumstances;
- Respecting the rules of the game, the officials who administer the rules, and their decisions;
- Respecting opponents as fellow students and acknowledging them for striving to do their best while you seek your best at the same time;
- Refraining from engaging in all types of disrespectful behavior, specifically taunting, trash talk, and other forms of intimidation;
- Looking at athletic and academic participation as a potentially beneficial learning experience, whether you win or lose;
- Educating other students and fans to understand the rules of the game/activity, and the value of sportsmanship.

These and other expectations are included in the attached guidelines, which we hope you will take a few moments to review. They give us a road map to follow toward a more educational atmosphere for interscholastic athletics/activities.

You are the spokesperson for our school when you represent us in competition. Family and friends, opposing fans, the local community, and the media view your actions. Your display of good sportsmanship will show the most positive things about you and our school; and hopefully, remind us all that in the end, sports and activities are meant to be fun.

We hope the upcoming season is a rewarding one for you.

Notice of Nondiscrimination

The Ainsworth Community School district does not discriminate on the basis of race, color, national origin, sex, disability, or age in its programs and activities and provides equal access to the Boy Scouts and other designated youth groups. The following person has been designated to handle inquiries regarding the nondiscrimination policies and will serve as the coordinator for Title IX purposes:

Name: Ben Wright
Title: Elementary Principal
Address: 520 E 2nd Street, Ainsworth, NE 69210
Telephone: 402-387-2083
E-mail: bwright@ainsworthschools.org

For further information on notice of nondiscrimination, visit <http://wdcrobcop01.ed.gov/CFAPPS/OCR/contactus.cfm> for the address and phone number of the office that serves your area or call 1-800-421-3481.

For additional prohibited discrimination and related information, please contact the office of the Superintendent for information regarding district policy and procedure to prevent discrimination.

INTRODUCTION

To utilize fully the potential in activities for educational experiences, the Ainsworth Community School Activities Program shall be organized and conducted in accordance with these five basic principles. The activities program shall:

1. Be regarded as an integral part of the total educational program.
2. Be subject to the same administrative control as the educational program.
3. Be conducted by staff personnel with adequate training in their assigned responsibility.
4. Be so conducted that the physical welfare and safety of the participants are protected.
5. Be conducted in accordance with the letter and the spirit of the rules and regulations of the school, conference, and state activity association.

In the Middle school, athletics will consist of a limited program of interscholastic contests for 7th and 8th graders in football, volleyball, cross country, boys and girls basketball, wrestling, and boys and girls track. The physical, emotional, and social development of middle school students require a controlled program to ensure that the primary emphasis is placed on providing educational experiences, basic fundamentals, and the maximum participation possible while protecting the welfare of the students.

In the Senior High School, athletics consist of football, volleyball, boys and girls cross country, boys and girls basketball, wrestling, boys and girls golf, and boys and girls track, pom, and cheer compatible with school enrollment, equipment, facilities, finances, and the availability of competent coaching staffs. Activities consist of speech, drama/play production, quiz bowl, mock trial, band, and choir. Maximum effort shall be extended to provide opportunities for members of the team to be active participants. Playing time and participation at the junior varsity and reserve levels is encouraged in every game but will depend on the individual program's philosophy and policy. It is more difficult on the varsity level to get total involvement by all team members in all games.

ATHLETIC/ACTIVITY CHAIN OF COMMAND

If there are any questions or concerns, the athlete should first contact the appropriate coach. If there is not a resolution, then the athlete and parent should follow the Athletic Chain of Command.



ATHLETIC/ACTIVITY PHILOSOPHY

In the interest of providing a sound program for the athletic/activity programs, the following guidelines will be enforced in the Ainsworth Community Schools.

The purpose of the athletic/activity program is to provide to the students, the opportunity to enter into competition with other schools, to develop an appreciation for and knowledge of activities that will be a benefit in later life, and to develop desirable individual, social, civic, and ethical characteristics in the participants.

Each student should strive for the following objectives:

1. The first objective is that of character building. Each student should learn the values of sacrifice, honesty, respect, confidence, faith, loyalty, persistence, and humility.
2. The second objective of the program is sportsmanship. Play the game fair and according to the rules. Respect the officials and opponents. When we win it should be with modesty, and when we lose we should be courteous.
3. To learn the fundamentals and discipline necessary to play in a competitive contest. Strive for success, but win or lose, make the experience worthwhile.
4. Responsibility to the school and community. You automatically assume a leadership role when you are involved in athletics/activities. The student body and citizens of Ainsworth know you. Your conduct and appearance is judged both on and off the field. Give them high ideals to judge.
5. The last objective is responsibility to you. Students owe it to themselves to get the greatest possible good from their studies, school experiences, and co-curricular activities.

ELIGIBILITY POLICY & REQUIREMENTS

Any student who participates in activities sanctioned by the Nebraska School Activities Association (NSAA) and Ainsworth Community Schools must meet the eligibility requirements and status before they are permitted to practice or participate.

This handbook of Athletic/Activity Rules and Regulations for the Ainsworth Community Schools has been approved by the Superintendent. It is the responsibility of every athlete to read and adhere to this.

MS and HS students who have failing grades for two consecutive weeks in two or more subjects will be ineligible for all interschool competitive activities the next week.

The Ineligibility list will be compiled every Monday and go in effect the next day (Tuesday) through the next Monday night. **Students that are on the Ineligibility list will be notified by the respective coach or sponsor. This list will be first compiled after two full weeks of school and will take place on the third Monday of the new semester/quarter.**

To be eligible during the 1st semester, students shall have had passing grades in a minimum of 20 credits the preceding semester. To be eligible during the 2nd semester, students shall have had passing grades in a minimum of 20 credits for the 1st semester.

The MS/HS student must be in school for **all** scheduled periods, the day of an activity/event in order to participate. The only exception is by parent request approved by the Principal /Activities Director.



GUARD YOUR ACTIVITIES ELIGIBILITY – 2020-2021(Update)



IN ORDER TO REPRESENT A NEBRASKA HIGH SCHOOL IN INTERSCHOLASTIC ACTIVITIES COMPETITION, A STUDENT MUST ABIDE BY ELIGIBILITY RULES OF THE NEBRASKA SCHOOL ACTIVITIES ASSOCIATION. A SUMMARY OF THE MAJOR RULES IS GIVEN BELOW. CONTACT THE PRINCIPAL OR ACTIVITIES DIRECTOR FOR AN EXPLANATION OF THE COMPLETE RULE.

- 2.2.1 Student must be a bona fide student of their member school and have not graduated from any high school.
- 2.2.2 After a student's initial enrollment in grade nine, he/she shall be ineligible after eight semesters of school membership beginning with his/her enrollment in grade nine.
- 2.3 Student is ineligible if nineteen years of age before August 1 of current school year—age 21 for non-contact Unified Sports athletes. (Student in grades 7 or 8 may participate on a high school team if he/she was 15 years of age prior to August 1 of current school year.)
- 2.4.1 Student must be enrolled in some high school on or before the eleventh school day of the current semester.
- 2.5.1 Student must be continually enrolled in at least twenty credit hours per semester and regular in attendance, in accordance with the school's attendance policy at the school he/she wishes to represent in interscholastic competition.
- 2.5.2 Student must have been enrolled and received twenty hours of credit in school the immediate preceding semester.
- 2.6.2.1 **Guardianship does not fulfill the definition of a legal parent.** If a guardian has been appointed for a student, the student is eligible in the school district where his/her legal parent(s) have their domicile. Individual situations involving guardianship may be submitted to the Executive Director for review and a ruling.
- 2.6.3 A student entering grade nine for the first time after being promoted from grade eight of a two-year junior high, or a three-year middle school, or entering a high school for the first time after being promoted to grade ten from a three-year junior high school is eligible. After a student makes an initial choice of high schools, any subsequent transfer, unless there has been a change of domicile by his/her parents, shall render the student ineligible for ninety school days. (See May 1 Transfer List bylaw below.)
If a student has participated on a high school team at any level as a seventh, eight, or ninth grade student, he/she has established his/her eligibility at the high school where he/she participated. If the student elects to attend another high school upon entering ninth or tenth grade, he/she shall be ineligible for ninety school days.
Student eligibility related to domicile can be attained in the following manners:
- 2.6.9.1 If the change in domicile by the parents occurs during a school year, the student may remain at the school he/she is attending and be eligible until the end of the school year or transfer to a high school located in the school district where the parents established their domicile and be eligible.
- 2.6.9.2 If the domicile is changed during the summer months and the student is in grade twelve and the student has attended the high school for two or more years, the student may remain at the high school he/she has been attending and retain eligibility.
- 2.6.9.3 If a student elects to remain at the high school where he/she initially enrolled after being promoted from grade eight of a middle or junior high school, or grade nine of a junior high school, he/she is eligible at that school, or is eligible at a high school located within the school district in which the parents established their domicile.
- 2.6.10 If the legal parents of a student change their domicile from one school district that has a high school to another school district that has a high school, the student shall be eligible immediately in the school district where the parents established their domicile.
- 2.7.7 Nebraska transfer students whose name appears on the NSAA transfer list prior to May 1 shall be eligible immediately in the fall at the transfer high school. Those students whose name does NOT appear on the NSAA transfer list prior to May 1 shall be ineligible for ninety school days, with such transfers being subject to hardship waiver guidelines.
- 2.7.8 Nebraska transfer students must have signed and delivered all forms necessary to make such transfer to the school in which he/she intends to enroll for the 2020-2021 school year prior to May 1, 2020; for the student to be eligible. The school to which the transfer is being made must have notified the NSAA office via an NSAA online transfer form, no later than May 1, 2020. The student would become ineligible for ninety school days the next fall if the student were to change his/her mind and decide not to transfer. If such student were to transfer to the new school, but later decides to return to his/her former district before 90 school days have elapsed, such student will be ineligible in the former district for the remainder of the 90 school days, with the ineligibility period commencing at the start of the fall semester. Those students, who did not have their enrollment forms signed, delivered and accepted prior to May 1, 2020, shall be ineligible for ninety school days, with such transfers being subject to hardship waiver guidelines.
- 2.7.9 Transfer to Home School District. Any student entering high school for the first time after promotion from grade eight who did not initially enroll in the high school located in the school district where the student's parents have their domicile, or a student who transfers back to a high school located in the school district where his/her legal parent(s) have established their domicile shall be ineligible for ninety school days.
- 3.5 / 3.1 Once the season of a sport begins, a student shall participate in practices and compete only in athletic contests/meets in that sport that are scheduled by his/her school. Any other competition will render the student ineligible for a portion of, or all of, the season in that sport. The season of a sport begins with the first date of practice as permitted by NSAA rules.
- 3.5.1 During the season of a particular sport, athletes participating in that sport for a high school may attend, but may not physically take part, either as an individual or as a member of a team, in the sport activity in which instruction is being offered in the clinic, camp or school.
*(Refer to 3.5.1.1 for exception in Swimming & Diving.)
- 3.6 A student shall not participate on an all-star team while a high school undergraduate.
- 3.7 A student must maintain his/her amateur status.

NEBRASKA SCHOOL ACTIVITIES ASSOCIATION

COMPLIANCE WITH THE RULES WILL PREVENT YOUR TEAM, SCHOOL OR COMMUNITY FROM BEING PENALIZED

Sportsmanship Bylaws & Approved Rulings

2.11 Penalties

2.11.3 Participant Ejections from Athletic Contests. Any participant ejected from a contest for unsportsmanlike conduct shall be ineligible for the next athletic contest at that level of competition and all other athletic contests at any level during the interim, in addition to the other penalties the NSAA or the school may assess.

Approved Ruling 2.11.3 Any participant ejected a second time during a season from a contest for unsportsmanlike conduct shall be ineligible for the next two contests at that level of competition and all other athletic contests at any level during the interim, in addition to other penalties the NSAA or school may assess. Any participant ejected a third time shall be ineligible for the next three contests at that level of competition and all other athletic contests at any level during the interim, in addition to other penalties the NSAA or school may assess. When schools have students or coaches with multiple ejections, the school shall submit to the NSAA a written management plan on how they plan to remediate the problem.

2.11.4 Coach Ejections from Athletic Contests. Any coach ejected from a contest for unsportsmanlike conduct shall be ineligible to coach the next athletic contest at that level of competition and all other athletic contests at any level during the interim, in addition to the other penalties the NSAA or the school may assess.

Approved Ruling 2.11.4 Coaches who are ejected will be required to successfully complete the NFHS Sportsmanship online course (Teaching & Modeling Behavior) within 10 days of the ejection at the coaches' expense. Failure by an ejected coach to successfully complete the NFHS Sportsmanship online course within 10 days of the ejection will result in the coach being suspended from coaching in any further competition in that activity for the remainder of the season, including all NSAA end-of-season play (subdistricts, districts, playoffs, and state competition.) In those situations in which the ejection of the coach occurs near the end of the season or during the NSAA end-of-season play, the coach will be required to successfully complete the NFHS Sportsmanship online course before being able to coach the following season or year. Coaches who are ejected a second time will be required to sit-out the next two contests at that level, plus all other contests at other levels during the interim and successfully complete the NFHS Fundamentals of Coaching online course within 10 days of the ejection at the coaches' expense. Failure to successfully complete the NFHS Fundamentals of Coaching online course within 10 days of the ejection will result in the coach being suspended from coaching in any further competition in that activity for the remainder of the season, including all NSAA end-of-season play (subdistricts, districts, playoffs, and state competition). In those situations in which the ejection of the coach occurs near the end of the season or during the NSAA end-of-season play, the coach will be required to successfully complete the NFHS Fundamentals of Coaching online course before being able to coach the following season or year.

3.3. General Regulations Governing Competition

3.3.11 Conduct and Sportsmanship. Member schools shall maintain proper crowd control and enforce the principles of good sportsmanship and ethics during all interscholastic contests. Failure to fulfill this obligation shall subject the school to penalties as provided in Article 2, Section 2.11, NSAA Bylaws Governing All Activities.

3.3.11.1 Conduct of Coaches and Athletes. Coaches and athletes shall conduct themselves in accordance with the playing rules of the sport contest and refrain from unsportsmanlike conduct during interscholastic competition. Failure to fulfill this obligation will subject the individual(s) to the penalties as provided in Article 2, Section 2.11, NSAA Bylaws Governing All Activities.

3.3.11.2 Definition of Unsportsmanlike Conduct. Unsportsmanlike conduct shall include the following: fighting, verbal abuse or dissent directed toward an official or opponent, racial or ethnic slurs, inappropriate comments or actions that may be construed as sexual harassment, profanity, obscene gestures, flagrant and violent fouls, taunting, trash talk, baiting, cheating, throwing or abusing equipment, inappropriate posters, physical intimidation or abuse of an official or opponent, and unauthorized leaving of a team bench area.

RELATIONSHIPS INVOLVED IN TEAM PROGRAMS

PLAYER-COACH RELATIONSHIP: (this is the most important relationship)

1. Parents can affect this relationship by criticizing the coach to their son or daughter.
2. Parents should remember that the athlete has to return to practice the next day.
3. Parental coaching at home may impede the athlete's progress.

PARENT-COACH RELATIONSHIP:

1. Allow the coach to instruct and guide the team.
2. Do not question or confront the coach immediately after a contest.
3. If you want to discuss a problem with the coach, make an appointment with him/her and discuss your concern in a calm, courteous and logical manner.

PARENT-PLAYER RELATIONSHIP:

1. Do not try to live through your child.
2. Be positive and supportive without adding undue pressure and unrealistic expectations.

FAN-OFFICIALS RELATIONSHIP:

1. Officials are necessary to the competition.
2. Officials are bound by a code of ethics that makes them rigidly impartial.
3. Fans, and particularly parents, should never harass or taunt officials.

SPORTSMANSHIP:

1. Coaches, Parents, and Athletes have to demonstrate good sportsmanship and serve as role models.
2. Specific obligations:
 - No vulgar or inappropriate language.
 - Taunting and trash talking will not be tolerated.
 - Outsiders must never intrude upon the field or court during a contest.
 - Cheering should be for our team, not against the opponents.
 - Cheerleaders should help direct and control the emotions at all contests.
 - Never interfere with the opponents' Cheerleaders.
 - Never yell, clap, or wave anything whenever an opponent takes a foul shot or volleyball player attempts to serve, etc.
3. Extra-curricular events are for **everyone's** enjoyment.

RESPONSIBILITIES OF A PARTICIPANT:

1. Put the team's goals, welfare, and success before your own.
2. Attend all practice sessions while being receptive to coaching.
3. Be responsible for all uniforms and equipment.
4. Represent the school well and follow the team rules.
5. Report all injuries to the coach.

PARTICIPATION ON A TEAM:

1. It's a privilege, not a right.
2. Players must accept all responsibilities in order to stay on the team.
3. Nobody will be accorded equal or guaranteed time.

RESPONSIBILITIES OF A COACH:

1. Select the squad. Determine lettering requirements and who starts at playing time.
2. Determine the style and philosophy of play.
3. Teach at practice sessions.

PRE-PRACTICE REGULATIONS

All students must meet the following requirements and have on file in the activities director's office **BEFORE** they start practice.

1. Physician Clearance (Physical)
2. Parent/Guardian Consent Release
3. NSAA Student/Parent Consent
4. Substance Abuse Policy Abuse Check-out
5. Baseline ImPACT Concussion Testing*

***All Athletes are required to have a Baseline ImPACT Concussion test in place prior to the beginning of competition, including practice.**

Testing dates will be scheduled by the Athletic Director's office and will be updated for each athlete every two years.

All students and parents/guardians should be given, review and understand the contents of the Student/Parent Athletic/Activity Handbook before practice begins. **The head coach of each sport/activity will distribute handbooks.**

PRACTICE REGULATIONS

The coaches will designate all starting times of practice with no practice beginning before school is dismissed. There shall be no organized or unorganized practices without a coach or sponsor present. This includes the weight room. Any student using school facilities must be supervised.

Students may not drive to the football field/track for football, cross-country, or track practices.

School activities for the purpose of meetings, performances, practices, rehearsals, etc., are not be scheduled on Sundays.

All practices are to be organized so that athletes are in the locker room by 6:00 p.m. on Wednesdays. Special events may be scheduled when necessary and essential by prior approval of the Superintendent of Schools.

EQUIPMENT

All equipment will be checked out to individuals at the beginning of the season by the head coach in charge. The student will be responsible for this equipment and should be prepared to pay for the cost of replacement if it is not checked in at the end of the season in reasonable condition.

It is the responsibility of the student to check in the equipment at the end of the season or immediately, should he or she quit a sport/activity. If a student fails to check in his or her equipment, he or she will pay for the cost of replacement.

At no time should a student wear equipment checked out to him or her except for practice or contests. Any student found to be wearing school equipment can expect to be treated as possessing property not belonging to him or her.

TEAM TRAVEL

Ainsworth athletic teams, activities groups, and staff members travel to and from athletic events and activities by the school bus or school vehicles. All members of a team or group will return from a contest or activity by the same school transportation provided for taking them to the contest or activity. **EXCEPTION:** A student may continue on a trip with his or her parents or return home with them by using an **Activities Travel Release Form**. This form must be completed and **personally handed to the Coach/Sponsor after the event** is completed and upon departure with the student. Failure to do so will result in the student riding school-provided transportation from the activity. This does not in any way permit a friend of the student to ride home with parents.

Coaches/Sponsors will file this release with the Activities Director upon return to Ainsworth. **These forms will be provided to students/parents at each competition and also in the main secondary office.** The respective coaches and sponsors will determine traveling squads.

Substance Abuse/Activity Suspension

The following procedures regarding substance abuse and activity suspension are supported by board policies 504.03, 504.15, and 506.01.

Students who participate in the District's Activities and Athletic Programs are prohibited from possessing, distributing, transmitting or using any of the following substances:

- any legal drug requiring a prescription except as directed by and used in accordance with a physician's prescription;
- any drug paraphernalia;
- any beverages that contain alcohol; and
- any tobacco products, e-cigarettes and all other tobacco like products, alternative nicotine products, tobacco product look-alikes, and products intended to replicate tobacco products either by appearance or effect, including non-medical vapor and vapor dispensers, regardless of whether such products contain nicotine.
- If any student, while on a school sponsored activity, violates this policy, her/she will be reported to the authorities.

This prohibition begins on the first day of school in which a freshman enrolls or the first day in which a student becomes a student in the district and continues until the end of the last day of athletic competition for that student's high school career, the school year, even if that date extends past the last day of school. All freshman and new students will begin with a clean record. This prohibition applies to student conduct at all times and places, including conduct away from school grounds and away from school activities.

If the activity sponsor or a member of the school's administration suspects that a student has violated this policy, the sponsor or an administrator will hold an informal conference with the student. At that conference, the student will be given an opportunity to tell his or her side of the story. The superintendent or his/her designee will then consider all available information, including the student's version of events. If the superintendent or designee determines that there is a reasonable cause to believe a violation of this policy has occurred, he or she shall impose the following consequences:

Substance Abuse Violations (violations will be cumulative throughout a student's high school career):

First Offense: 30 school days from the date the violation is reported or discovered.

Second Offense: 60 school days from the date violation is reported or discovered.

Third Offense: Offender is suspended from all activities for the remainder of his/her high school career.

- a. After one calendar year of suspension the student may appeal for reinstatement.
 - i. An appeals committee will evaluate the student for reinstatement. This committee will be comprised at the discretion of the Superintendent and may include coaches, teachers, activities director, and principal.

Subsequent Violations: Any violation beyond three will terminate the student's eligibility for all activities at Ainsworth Community Schools, with no appeals process.

Summertime Violations:

Summertime violations before the freshman year do not count toward the total violations. Summertime violations following a student's freshman, sophomore, and junior year will be counted toward the total violations.

Self-Reporting:

During the school year: A student has until noon of the first school day following the violation to report the violation to the Activities Director or his/her designee.

During the summer: A student has until noon of the first day of school to report any summertime violation to the Activities Director or his/her designee

Failure to Self-Report:

In circumstances where a student chooses not to self-report a violation of this policy, the consequence shall be as follows:

First Offense: 60 school days from the date the violation is discovered.

Second Offense: The offender is suspended from all activities for one calendar year from the date the violation is discovered.

Activities/Athletic Program is defined in AR-5300. Students on suspension may do the following:

1. Attend games, meetings, etc. but may not be an active participant. (i.e. may attend FBLA meetings but not be actively involved in an assigned or elected position.) Sports team members can attend games and may sit behind the team's bench.
2. Attend dances, including homecoming and Prom.
3. Attend awards banquet and programs.
4. Attend a classroom field trip.
5. Perform in a regularly schedule band and chorus concert.
6. Take part in activities related to the yearbook and journalism class. (i.e. taking pictures as a basketball game for the yearbook.)

Students on suspension may not do the following:

1. Be a royalty candidate for homecoming, prom or other similar school functions.
2. Perform the duties of an organizational officer at any meeting of a student organization or function.
3. Participate in the homecoming parade.
4. Receive any non-academic award or recognition for any award or recognition for any award at an awards banquet or program.
5. Be recognized at a Parent's Night introduction.
6. Participate in the grand march at Prom.

Misconduct

Any unlawful or other misconduct that is not representative of the Ainsworth Community Schools Activities Program is subject to disciplinary action, which may include immediate suspension from all activities until the possibility of full privileges is determined.

Legal Reference:

[§79-258](#)

Administrative and Teaching Personnel, Authorized Actions.

[§79-267](#)

Student Conduct, Constituting Grounds for Long-Term Suspension, Expulsion or Reassignment. Enumerated.

[§79-526](#)

District Board, Schools, Supervision, and Control.

[§79-714](#)

Public Schools, Health Education, Instruction on Effect of Alcoholic Drinks, and Narcotics.

Policy Adopted: July 29, 2002; Apr 11, 2005, July 14, 2014, July 13, 2017
EBL & JCCA

Substance Abuse/Activity Suspension

AR-5555

Activities/Athletic Program

Denial of participation in “all activities” as specified in the policy shall include student activities in the Activities/Athletic Program.

Students suspended from participating in “all activities” will not be able to participate in any public performance or public activity as part of the Activities/Athletic Program.

The Activities/Athletic Program is defined in AR-5300. Students on suspension under this policy may do the following:

1. Attend games, meetings, etc. but may not be an active participant (i.e. may attend an FBLA meeting but may not be actively involved in an assigned or elected position). Sports team members will attend games and sit on the bench behind the team and coach.
2. Attend dances, including the Prom.
3. Attend awards banquets and programs, including the Prom Banquet.
4. Attend a classroom field trip.
5. Perform in a regularly scheduled band and chorus concerts.
6. Take part in activities related to the yearbook in journalism class (i.e. taking pictures at a basketball game for the yearbook).

Students on suspension under the policy may not do the following:

1. Be a royalty candidate for dances or games.
2. Perform the duties of an organizational officer at any meeting of a student organization or function.
3. Participate in the Homecoming Parade as part of an entry in the parade.
4. Receive any non-academic award or recognition for any award at an awards banquet or program.
5. Participate with the band at any athletic activity, to include Homecoming Parade.
6. Be recognized at Parents’ Night introductions.

Students who are suspended from activities and athletics will not suffer a reduction in their grades or suffer any other adverse academic consequences.

Overview/Features of the ImPACT® Test

ImPACT (Immediate Post-Concussion Assessment and Cognitive Testing) is the first, most-widely used, and most scientifically validated computerized concussion evaluation system. ImPACT was developed to provide useful information to assist qualified practitioners in making sound return to play decisions following concussions.

Developed in the early 1990's by Drs. Mark Lovell and Joseph Maroon, ImPACT is a 20-minute test that has become a standard tool used in comprehensive clinical management of concussions for athletes from age 10 through adulthood. ImPACT Applications, Inc. was co-founded by Mark Lovell, PhD, Joseph Maroon, MD, and Michael (Micky) Collins, PhD.

Given the inherent complexities of concussion management, it is important to manage concussions on an individualized basis and to implement baseline testing and/or post-injury neurocognitive testing whenever possible. Neurocognitive assessment can help to objectively evaluate the concussed athlete's post-injury condition and track recovery for safe return to play, thus preventing the cumulative effects of concussion.

In fact, neurocognitive testing has been called the "cornerstone" of proper concussion management by an international panel of sports medicine experts.

ImPACT can be administered by an athletic trainer, school nurse, athletic director, team doctor or psychologist, provided that they have completed training in the administration of the test. Post-concussion care and the management of concussion should only be administered by professionals with specialized training in concussion management. ImPACT assists doctors in making return-to-play decisions and should *never* be used as a stand-alone tool or as a diagnostic instrument.

ImPACT is the most widely used computer-based testing program in the world and is implemented effectively across high school, collegiate, and professional levels of sport participation.

Test Features

- Measures player symptoms
- Measures verbal and visual memory, processing speed and reaction time
- Reaction time measured to a 1/100th of a second
- Assists clinicians and athletic trainers in making difficult return-to-play decisions
- Provides reliable baseline test information
- Produces a comprehensive report of test results
- Results are presented as a PDF file and can be emailed
- Automatically stores data from repeat testing
- Testing is administered online for individuals or groups

The test battery consists of a near-infinite number of alternate forms by randomly varying the stimulus array for each administration. This feature was built into the program to minimize the "practice effects" that have limited the usefulness of more traditional neurocognitive tests.

The program measures multiple aspects of cognitive functioning in athletes, including:

- Attention span
- Working memory
- Sustained and selective attention time
- Response variability
- Non-verbal problem solving
- Reaction time

Dates to Remember

Start of Fall Season	8/9/2021
Homecoming	9/17/2021
State Girls Golf	10/11-12/2021
State MS XC	10/9/2021
State XC	10/22/2021
State VB	11/4-6/2021
Start of Winter Season	11/15/2021
State FB Finals (D1)	11/22/2021
State Play Production (C1)	12/9/2021
Five-Day Moratorium	12/22-26/2021
State Girls and Boys WR	2/17-19/2022
Start of Spring Season	2/28/2022
State Girls BB	3/7-12/2022
State Boys BB	3/7-12/2022
State Speech (C1)	3/17/2022
All Sports Tailgate	4/26/2022
MS Track Championship	5/14/2022
State TR	5/20-21/2022
State Boys Golf	5/24-25/2022

ADDITIONAL DOCUMENTS

1. Parent/Guardian Release/Health Disclosure Authorization
2. Substance Abuse/Activity Suspension Agreement
3. NSAA Student & Parent Consent
4. Search Permission Waiver
5. Authorization for Injury Screening
6. Team Schedule
7. Copy of the Team Rules

Approved _____ Reviewed _____ Revised _____

Cross Reference

- 102 Educational Philosophy of the District
- 402.01 Equal Employment Opportunity
- 404.06 Harassment by Employees
- 501 Objectives for Equal Educational Opportunities for
Students
- 504.18 Harassment by Students

BOARD ORGANIZATIONAL MEETING

An annual organizational board meeting shall be held at which all newly elected board members will assume their duties and take the oath of office. At the annual meeting, the board shall appoint all necessary board officers and committees for a term of one year or until the election of their successors.

The superintendent shall assume chairmanship of the meeting for the purpose of electing a board president. Ballots for officers may be cast in secret but the total vote for each candidate shall be recorded by the secretary.

Choose One:

- *If a tie occurs in selecting a President and it is not broken after (five, other number) ballots, the President will be determined by flipping a coin, followed by a vote to make the selection official.*
- *If a tie occurs in selecting a President and it is not broken after (five, other number) ballots, the highest returning officer from the previous board in order of President, Vice President, Secretary, and Treasurer shall assume the position of President until or unless a different board member is chosen as Board President at some future date. A vote of the board will then officially confirm the selection of the President under this method.*

The board shall also appoint the superintendent or another qualified employee as the district's Non-discrimination Compliance Coordinator for the year to meet federal Equal Employment Opportunity requirements.

The board shall pass a resolution for re-adoption of all existing policies, regulations, and handbooks for the governance of the district.

Legal Reference: Neb. Statute 79-724
 84-712
 84-1413

Cross Reference: 201.01 Board Powers and Responsibilities
 201.02 Board Membership - Elections/Appointment

Approved _____ Reviewed _____ Revised _____

EQUAL OPPORTUNITY EMPLOYMENT

The Ainsworth Community Schools District shall provide equal opportunity to employees and applicants for employment in accordance with applicable equal employment opportunity and non-discrimination laws, directives and regulations of federal, state and local governing bodies. Opportunity to all employees and applicants for employment includes hiring, placement, promotion, transfer or demotion, recruitment, advertising or solicitation for employment, treatment during employment, rates of pay or other forms of compensation, and layoff or termination. Employees will support and comply with the district's established equal employment opportunity and non-discrimination policies. Employees shall be given notice of this policy annually. The board shall appoint an employee to serve as non-discrimination Compliance Coordinator.

Individuals who file an application with the school district will be given consideration for employment if they meet or exceed the qualifications set by the board, administration, and Nebraska Department of Education for the position for which they apply. In employing individuals, the district will not discriminate in any aspect of employment with regard to race (including skin color, hair texture, and protective hairstyles), color, religion, national or ethnic origin, sex, disability, age, marital status, genetic background, veteran status, pregnancy, childbirth or related medical condition, or sexual orientation or gender identity.

Advertisements and notices for vacancies within the district shall contain the following statement: "The Ainsworth Community Schools District is an equal opportunity employer (EOE)." The statement shall also appear on application forms.

Inquiries by employees or applicants for employment regarding compliance with equal employment opportunity and non-discrimination laws and policies, including but not limited to complaints of discrimination, shall be directed to the Compliance Coordinator:

Name and/or Title: Mr. Ben Wright, Elementary Principal
Address: 520 East 2nd, Ainsworth, NE 69210
Telephone No.: 402-387-2083

Inquiries by employees or applicants for employment regarding compliance with equal employment opportunity and non-discrimination laws and policies, including but not limited to complaints of discrimination, may also be directed in writing to the Director of the Kansas Office of Civil Rights, U.S. Department of Education, One Petticoat Lane, 1010 Walnut Street, Suite 320, Kansas City, MO 64106, (816) 268-0550, the Nebraska Equal Opportunity Commission, State Office Building, 301 Centennial Mall South, 5th floor, P.O. Box 94394, Lincoln, NE 68509-4934, (402) 471-2024 or (800) 642-6112 or by email to OCR.KansasCity@ed.gov.

This inquiry or complaint to the federal office may be done instead of, or in addition to, an inquiry or complaint at the local level.

STAFF CONDUCT WITH STUDENTS

Definitions:

Grooming means building trust with a student and individuals close to the student in an effort to gain access to and time alone with the student, with the ultimate goal of engaging in sexual contact or sexual penetration with the student, regardless of when in the student's life the sexual contact or sexual penetration would take place;

Personal communication system means a device or software that provides for communication between two or more parties and is capable of receiving, displaying, or transmitting communication. Personal communication system includes, but is not limited to, a mobile or cellular telephone, an email service, or a social media platform;

School employee means a person nineteen years of age or older who is employed by a public, private, denominations, or parochial school approved or accredited by the State Department of Education. Neb. Rev. Stat. § 28-720. School employee also includes any person who is contracted with, or otherwise paid by the district and who has access to or interaction with students including all student teachers or interns.

Sexual contact has the same meaning as in section 28-318;

Sexual penetration has the same meaning as in section 28-318; and

Student teacher or intern has the same meaning as in section 79-875.

All employees are expected to observe and maintain professional boundaries between themselves and students. A violation of this policy or any violation of professional boundaries is misconduct and will likely result in disciplinary action.

In addition a violation of employee and student boundaries is also a violation of standards of professional conduct which could result in the revocation of a certificated educator's certificate or permit. 92 Nebraska Administrative Code Chapter 27.

Such violations could also result in a referral to the Nebraska Department of Health and Human Services and law enforcement.

All employees are prohibited from engaging in grooming, sexual contact, sexual penetration, or any other activity listed within this policy while any student is attending any school within the district and for one year after the student graduates or otherwise ceases enrollment.

Approved _____ Reviewed _____ Revised _____

Prohibited Activity:

Engaging in any relationship that involves sexual contact or sexual penetration with a student while the student attends the school where the employee works and for one year after the student graduates or otherwise ceases enrollment.

The following is a non-exclusive list of actions that will be regarded as a violation of the professional boundaries that all employees are expected to maintain with all students. In addition, repeatedly engaging in any of these activities or a combination of these activities are examples of grooming as defined in this policy.

1. Communication with students through any method not approved or not designated by the school district including social networking apps or websites and texting, or other instant messaging, one-on-one with any students.
2. Communication with students on any matters or subjects that do not pertain to school or school-related activities. School or school related activities include student homework, in class activities, school sponsored sports or clubs or any other school-sponsored activity.
3. Engaging in any kind of behavior or communication that could be reasonably construed as a sexual advance or respond in any positive manner to a student's sexual advance.
4. Being alone with a student anywhere where all doors to such room are closed.
5. Showing a student any inappropriate or sexually suggestive material that is not part of classroom lesson or curriculum known to appropriate school authorities.
6. Telling jokes with sexual themes or subject matter.
7. Invading a student's physical privacy. One example would be walking in on a student changing in a locker room or bathroom when the employee has no duty to be there.
8. Intruding on a student's personal physical space in any manner that makes a student uncomfortable.
9. Initiating unwanted physical contact.
10. Treating one student differently from other students either by providing privileges or failing to enforce school policy or other disciplinary action.
11. Discussing an educator's private personal matters with a student and inquiring about a student's private personal matters when no basis for concern about the student's health or safety.
12. Providing rides to a student in an employee's personal vehicle without the express written permission of a student's parent or guardian and permission from an administrator unless another school employee is in the vehicle.
13. Meeting with a student outside of school for any reason other than a school sponsored activity or event.
14. Having a student in an employee's home without a student's parent or appropriate chaperone.
15. Giving or receiving gifts to or from one student. A gift to a class or the same gift to a group of students is not prohibited.

16. Consuming alcohol in the presences of any student when the student's parent or guardian is not present or consuming illegal drugs in the presence of students at any time.
17. Providing alcohol or illegal or unauthorized drugs or medications to a student under any circumstances.
18. Any other behavior with could exploit the unique position of trust and authority between a student and employee.

Exceptions to these prohibitions may include:

1. communicating with your own child or another student with whom there is personal relationship that exists independent of that child being a student at the same school where the employee works such as when the student is a relative, neighbor or fellow member of a group or organization outside of the school or school sponsored setting when such communications pertain to such a group or organization.
2. an emergency or concern for that student's immediate health or safety.
3. a singular chance encounter at a public place provided the encounter provided there is no additional violation of this policy.

Except in the case of a true emergency, or an unplanned chance encounter, employees should obtain permission in writing from his or her administrator prior to engaging in such communication.

Permissible methods to communicate with students outside of school:

The Superintendent is responsible for informing staff of any apps or social media websites permitted for employees' use in communicating with students on educationally-related matters.

In addition, employees may utilize:

1. Text messages that include at least one other adult and a student. The adult may either be the student's parent or guardian or another school employee.
2. Use of social media through a district approved social media account as a coach or supervisor of a school sponsored club or activity. However, even approved social media communication must abide by the standards of professional conduct and must be professional in nature and in the best interest of the school district.
3. Use of the school district email system.

Allowing students to view an educator's social media postings is not a preferred method of communication. Educators are responsible for any social media postings that is viewed by students when such posting violates the standards of professional conduct.

Permissible ways to engage with students when the employee has concerns about the student's well-being:

1. Contact the guidance counselor and ensure the student's parent or guardian is aware of your concerns.

2. Contact the student's parents or guardian if the concern is not with the parent or guardian.
3. If you believe the student is in immediate danger, contact the Nebraska Department of Health and human services child abuse hotline or contact law enforcement.

Reporting Violations:

If any school employee violates this policy or has reason to believe another employee has violated this policy the employee is required to make a report to the superintendent within hours. The school employee also has an obligation to report to the Nebraska Health and Human Services and the Nebraska Department of Education.

The most serious violations shall be reported immediately. The superintendent the superintendent shall also ensure a report is made to the Nebraska Department of Education, the Nebraska child abuse and neglect hotline and law enforcement authorities as required by law and notify the school board President. If the superintendent is the alleged violator or fails to take appropriate steps, the school board President shall be notified by the school employee.

Students who feel his or her boundaries have been violated or know of another student whose boundaries have been violated may report to any school employee he or she is comfortable to confide in. That school employee will then have an obligation to report as identified above.

Reprisal or retaliation for good faith reports made by students or school employees is itself a violation and is prohibited.

Records retention:

School employees are required to maintain copies of any and communication exchanged with students via a personal communications system. Such copies must be maintained pursuant to district records retention policies and schedules. The records may be kept electronically or in hard copy or any format easily retrievable by the employee upon request. Any employee who is unable to produce copies of such communications for any reason will be in violation of this policy.

FERPA and Confidentiality:

School employees are encouraged to consult their school's policy on confidentiality of personally identifiable student information before posting any information regarding student or student activities online.

Legal Reference: Neb. Statute 79-879

HARASSMENT

Harassment of employees, students, volunteers or visitors will not be tolerated in the school district. School district includes school district facilities, school district property, or property within the jurisdiction of the school district; while on school-owned or school-operated transportation; while attending or engaged in school activities; and while away from school grounds if the misconduct directly affects the good order, efficient management and welfare of the district.

Harassment includes, but is not limited to, race (including skin color, hair texture, and protective hairstyles), religion, national or ethnic origin, color, marital status, disability, sex, veteran status, age, pregnancy, childbirth or related medical condition, sexual orientation or gender identity, or other prohibited status. Harassment by board members, administrators, employees, parents, vendors, and others doing business with the school district is prohibited. Employees whose behavior is alleged to be in violation of this policy will be subject to the investigation procedure which may result in discipline, up to and including, discharge or other appropriate action. Other individuals whose behavior is alleged to be in violation of this policy will be subject to appropriate sanctions as determined and imposed by the superintendent or board.

Harassment on the basis of race, religion, national or ethnic origin, color, marital status, disability, sex, veteran status, age, pregnancy, childbirth or related medical condition, or other prohibited status means conduct of a verbal or physical nature that is designed to embarrass, distress, agitate, disturb or trouble individuals when:

- submission to such conduct is made either explicitly or implicitly a term or condition of a student's education or of an individual's participation in school programs, activities or employment;
- submission to or rejection of such conduct by an individual is used as the basis for decisions affecting the individual; or
- such conduct has the purpose or effect of unreasonably interfering with an individual's performance or
- creating an intimidating, offensive or hostile learning or work environment.

Harassment as set forth above may include, but is not limited to the following:

- verbal, physical or written harassment or abuse or unwelcome communication implying sexual motives or intentions;;
- repeated remarks of a demeaning nature;
- implied or explicit threats concerning one's grades, achievements, etc.;
- demeaning jokes, stories, or activities directed at an individual;
- pressure for sexual activity; repeated remarks to a person with sexual or demeaning implications;

Approved _____ Reviewed _____ Revised _____

- unwelcome touching;
- unwelcome and offensive public sexual display of affection;
- suggesting or demanding sexual involvement, accompanied by implied or explicit threats concerning one's job, promotions, recommendations, etc.

Employees, students, volunteers or visitors who believe they have suffered harassment shall report such matters to the Compliance Coordinator or building principal.

Every report of alleged violations of this policy that can be interpreted at the outset to fall within the protections of laws against discrimination shall be handled as a joint, concurrent investigation into all allegations and coordinated with the full participation of the Compliance Officer and Title IX Coordinator. If, in the course of an ongoing investigation of this policy, potential issues of sexual harassment or discrimination are identified, the Title IX Coordinator shall be promptly notified, and the investigation shall be conducted jointly and concurrently to address the issues of alleged sexual harassment or discrimination as well as the incidents of alleged violations of this policy.

Upon receiving a complaint, the investigator shall confer with the complainant to obtain an understanding and a statement of the facts. It shall be the responsibility of the investigator to promptly and reasonably investigate claims of harassment and to pass the findings on to the superintendent who shall complete such further investigation as deemed necessary and take such final action as appropriate. It is the intention of the district to complete its investigation within ten (10) working days after receiving a complaint unless extenuating circumstances such as unavailability of a witness or needing additional time because of the complexity of the investigation or the need to involve outside experts. The extended timeframe for investigation due to extenuating circumstances shall not exceed ten (10) days without the consent of the complainant, unless the alleged victim agrees to a longer time limit. Information regarding an investigation of harassment shall be confidential to the extent possible, and those individuals who are involved in the investigation shall not discuss information regarding the complaint outside the investigation process.

No one shall retaliate against an employee or student because they have filed a harassment complaint, assisted or participated in a harassment investigation, proceeding, or hearing regarding a harassment charge or because they have opposed language or conduct that violates this policy. This policy should be used when an employee is the alleged harasser or the alleged victim. It is strongly recommended the investigator and alternate investigator be of opposite sexes.

It shall also be the responsibility of the superintendent, in conjunction with the investigator and principals, to develop administrative rules regarding this policy. The superintendent or superintendent's designee shall also be responsible for organizing training programs to educate employees, students and others involved with the school district about harassment and the school district's policy prohibiting harassment. The training shall include how to recognize harassment and what to do in case an individual is

harassed. The employee training will be documented in personnel files to ensure a record of training for each employee.

Legal Reference: 42 U.S.C. §§ 2000e et seq. (1994).
29 C.F.R. Pt. 1604.11 (1996).

Cross Reference: 103 Equal Educational Opportunity
402.01 Equal Opportunity Employment
402.05 Employee Grievances
403.03 Abuse of Students by School District Employees
405 Employee Conduct and Appearance
504.18 Harassment By Students
505 Student Discipline

OBJECTIVES FOR EQUAL EDUCATIONAL OPPORTUNITIES FOR STUDENTS

This section of the board policy manual is devoted to the board's goals and objectives for assisting the students of the school district in obtaining an education. Each student shall have an opportunity to obtain an education in compliance with the policies in this series. It is the goal of the board to develop a healthy social, intellectual, emotional, and physical self-concept in the students enrolled in the school district. Each student attending school will have the opportunity to use it and its education program and services as a means for self-improvement and individual growth. In so doing, the students are expected to conduct themselves in a manner that assures each student the same opportunity.

The board supports the delivery of the education program and services to students free of discrimination on the basis of race (including skin color, hair texture, and protective hairstyles), color, national origin, sex, disability, religion or marital status, sexual orientation or gender identity and provides equal access to the Boy Scouts and other designated youth groups. This concept of equal educational opportunity serves as a guide for the board and employees in making decisions relating to school district facilities, employment, selection of educational materials, equipment, curriculum, and regulations affecting students.

Board policies, rules and regulations affect students while they are on school district property or on property within the jurisdiction of the school district; while on school owned, operated, or chartered transportation; while attending or engaged in school activities; and while away from school grounds if misconduct will directly affect the good order, efficient management and educational processes of the school district.

This section of the board policy refers to the term "parents" in many of the policies. The term parents for purposes of this policy manual shall mean the legal parents. It shall also mean the legal guardian or custodian of a student and students who have reached the age of majority or are otherwise considered an adult by law.

Inquiries by students regarding compliance with equal educational opportunity laws and policies, including but not limited to complaints of discrimination, shall be directed to the Compliance Coordinators or the building principal.

Inquiries may also be directed in writing to the Director of the Kansas Office of Civil Rights, U.S. Department of Education, One Petticoat Lane, 1010 Walnut Street, Suite 320, Kansas City, MO 64106, (816) 268-0550, the Nebraska Equal Opportunity Commission, State Office Building, 301 Centennial Mall South, 5th floor, P.O. Box 94394, Lincoln, NE 68509-4934, (402) 471-2024 or (800) 642-6112 or by email to OCR.KansasCity@ed.gov. This inquiry or complaint to the federal or state office may be done instead of, or in addition to, an inquiry or complaint at the local level.

Approved _____ Reviewed _____ Revised _____

Every report of alleged violations of this policy that can be interpreted at the outset to fall within the protections of laws against discrimination shall be handled as a joint, concurrent investigation into all allegations and coordinated with the full participation of the Compliance Officer and Title IX Coordinator. If, in the course of an ongoing investigation of this policy, potential issues of sexual harassment or discrimination are identified, the Title IX Coordinator shall be promptly notified, and the investigation shall be conducted jointly and concurrently to address the issues of alleged sexual harassment or discrimination as well as the incidents of alleged violations of this policy.

Further information and copies of the procedures for filing a complaint are available in the school district's central administrative office and the administrative office in each attendance center.

Legal Reference: Sect. 504 of the Rehabilitation Act of 1973
 20 U.S.C. §1681 et seq. (1994)
 34 C.F.R. §104 et seq.
 34 C.F.R. §160 et seq.
 Neb. Statute 79-2,114 et seq. (Neb. Equal Opportunity in
 Education Act).

Cross Reference: 100 District Organization and Basic Commitments

EDUCATIONAL EQUITY

The District is committed to equity and excellence for all students. Educational equity is defined as providing all students, regardless of socioeconomic status, race (including skin color, hair texture, and protective hairstyles), ethnicity, language, religion, sex, gender, orientation, cognitive/physical ability, or mobility the high-quality instruction and support needed to reach and exceed state educational standards.

The district will identify and address any disparities that result in low-income students and minority students being taught at higher rates than other students by ineffective, inexperienced, or out-of-field teachers.

To achieve educational equity, the District will commit to:

1. using district-wide and individual school-level data disaggregated, when appropriate, by socioeconomic status, race/ethnicity, national origin, language, special education, and mobility, to inform district decision making;
2. working to raise the achievement of all students; and
3. graduating all students ready to succeed.

In order to reach the goal of educational equity for each and every student, the District shall monitor students' progress in meeting the state academic standards by:

1. developing and implementing a well-rounded program of instruction to meet the academic needs of all students;
2. identifying students who may be at risk for academic failure;
3. supporting efforts to reduce the overuse of discipline practices that remove students from the classroom;
4. providing additional educational assistance to individual students the District determines need help in meeting the state academic standards; and
5. identifying and implementing instructional and other strategies intended to strengthen academic programs and improve school conditions for student learning.

The District will provide organized, system-wide means of incorporating educational equity into its educational program by:

1. Providing every student with access to high quality curriculum, support, and other educational resources;
2. Providing multiple pathways to success in order to meet the needs of the entire student body and actively encourage, support, and expect high academic achievement for each student;
3. Working to create schools with a safe, supportive and inclusive environment; and
4. Seeking to promote educational equity as a priority in professional development.

The Superintendent will include equity practices leading to specific goals and strategies

Approved _____ Reviewed _____ Revised _____

in the District's school improvement plan. The Superintendent will periodically report to the Board on progress in the implementation of this policy.

Legal Reference: 20 U.S.C. §6312

HARASSMENT

Harassment of employees, students, volunteers or visitors will not be tolerated in the school district. This policy is in effect while students are on school grounds, school district property, or on property within the jurisdiction of the school district; while on school-owned and/or school-operated transportation; while attending or engaged in school activities; and while away from school grounds if the misconduct directly affects the good order, efficient management and welfare of the school district.

Harassment includes, but is not limited to, race (including skin color, hair texture, and protective hairstyles), religion, national or ethnic origin, color, marital status, disability, sex, veteran status, age, pregnancy, childbirth or related medical condition, sexual orientation or gender identity, or other prohibited status. Harassment by board members, administrators, employees, parents, vendors, and others doing business with the school district is prohibited. Students whose behavior is found to be in violation of this policy will be subject to the investigation procedure which may result in discipline, up to and including, suspension and expulsion.

Harassment on the basis of race, religion, national or ethnic origin, color, marital status, disability, sex, veteran status, age, pregnancy, childbirth or related medical condition, or other prohibited status means conduct of a verbal or physical nature that is designed to embarrass, distress, agitate, disturb or trouble individuals when:

- submission to such conduct is made either explicitly or implicitly a term or condition of a student's education or of an individual's participation in school programs or activities;
- submission to or rejection of such conduct by a student is used as the basis for decisions affecting the student; or
- such conduct has the purpose or effect of unreasonably interfering with an individual's performance or
- creating an intimidating, offensive or hostile learning or work environment.

Harassment as set forth above may include, but is not limited to the following:

- verbal, physical or written harassment or abuse or unwelcome communication implying sexual motives or intentions;;
- repeated remarks of a demeaning nature;
- implied or explicit threats concerning one's grades, achievements, etc.;
- demeaning jokes, stories, or activities directed at an individual;
- pressure for sexual activity; repeated remarks to a person with sexual or demeaning implications;
- unwelcome touching;
- unwelcome and offensive public sexual display of affection;

Approved _____ Reviewed _____ Revised _____

29 U.S.C. § 794 (1994)
42 U.S.C. § 1983
42 U.S.C. §§ 2000d-2000d-7 (1994).
42 U.S.C. §§ 12101 et. seq. (1994).

Cross References:

404.06 Harassment by Employees
505 Student Discipline
507 Student Records

CURRICULUM DEVELOPMENT

Curriculum development shall be an ongoing process in the school district. Each curriculum area shall be reviewed and revised when necessary according to the timelines set out by the superintendent. These timelines will provide for periodic review of each curriculum area.

The superintendent shall be responsible for curriculum development and for determining the most effective way of conducting research of the school district's curriculum needs and a long-range curriculum development program. In making recommendations to the board, the superintendent shall propose a curriculum that will:

- fulfill the philosophy of the school district;
- reflect the educational and operational needs assessment of the school district;
- articulate courses of study from kindergarten through grade twelve;
- identify minimum objectives for each course and, at the elementary level, for each grade;
- provide for the evaluation of the procedures and methods for attaining the objectives;
- provide for objective monitoring of a student's progress;
- provide for the needs of vocational and college bound students;
- include, if feasible, the course offerings requested by the students;
- provide measurable quality academic content standards that are the same as, equal to, or more rigorous than the adopted state standards of the Nebraska Department of Education within one year.

It shall be the responsibility of the superintendent to keep the board apprised of necessary curriculum changes and revisions and, if needed, to develop administrative regulations for curriculum development and recommendations to the board.

Legal Reference: NDE Rule 10
20 U.S.C. § 1232h (1994).
34 C.F.R. Pt. 98 (1996).

Cross Reference: 102 Educational Philosophy of the District
104 Educational and Operational Planning
604 Instructional Curriculum
606 Instructional Materials

Approved _____ Reviewed _____ Revised _____

CLASSROOM ENVIRONMENT

Classrooms are expected to be maintained in a safe, orderly manner at all times in keeping with providing an appropriate, healthy learning environment. Any items for display or use in the classroom shall meet this criterion. The use of essential oils or essential oil diffusers will not be permitted in district facilities by students, staff or visitors.

All items on display in the classroom such as posters, pictures, banners, charts, signs or flags must be related to the curriculum. Items unrelated to the curriculum or that may cause a disruption to the learning environment are prohibited. Staff members are expected to request the building principal's approval for display of items that may not meet this standard.

Approved _____ Reviewed _____ Revised _____



Dale Hafer <dhafer@ainsworthschools.org>

June 11, 2021 Policy Update

4 messages

Jim Luebbe <jluebbe@nasbonline.org>

Fri, Jun 11, 2021 at 10:02 AM

To: "Bryon Hanson (bhanson@callawaypublicschools.org)" <bhanson@callawaypublicschools.org>, "Cherie Van Dyke (vandykec@discoverers.org)" <vandykec@discoverers.org>, "Dale Hafer (dhafer@ainsworthschools.org)" <dhafer@ainsworthschools.org>, "Danielle Fairbanks (dfairbanks@bpsnebr.org)" <dfairbanks@bpsnebr.org>, "Dave Patton (david.patton@apsbulldogs.org)" <david.patton@apsbulldogs.org>, "Evelyn Browne - Banner County (evelyn.browne@bcswildcats.org)" <evelyn.browne@bcswildcats.org>, "Gary Klahn (gklahn@esu8.org)" <gklahn@esu8.org>, "Jason Alexander (jalexander@bpsnebr.org)" <jalexander@bpsnebr.org>, "Jeff Rippe (ripj@hotmail.com)" <ripj@hotmail.com>, "Joe'l Ruybalid (jrruybalid@gmail.com)" <jrruybalid@gmail.com>, "Mo Hanks (eugene.hanks@cpsrams.org)" <eugene.hanks@cpsrams.org>, "Patrick Ningen (patrick.ningen@cvsstorm.com)" <patrick.ningen@cvsstorm.com>, "randy.gilson@blairschools.org" <randy.gilson@blairschools.org>, "Rich Lemburg (rlemburg@clarkson.esu7.org)" <rlemburg@clarkson.esu7.org>, "Robby Thompson (robthompson@chsbulldogs.org)" <robthompson@chsbulldogs.org>, "Rodney Brown (rodney.brown@bpsne.net)" <rodney.brown@bpsne.net>, "Ron Wymore (ron.wymore@cozadschools.net)" <ron.wymore@cozadschools.net>, "Ryan Ruhl (ryan.ruhl@centuraps.org)" <ryan.ruhl@centuraps.org>, "suzanne.whisler@apsbulldogs.org" <suzanne.whisler@apsbulldogs.org>, "Travis Miller - Bayard (travis.miller@bayardtigers.org)" <travis.miller@bayardtigers.org>, "Troy Loeffelholz (loeffelholz@discoverers.org)" <loeffelholz@discoverers.org>

Policy Update Subscribers,

This e-mail covers a wide range of topics, but I will start with changes due to the recent Legislative session:

Policies 103.00, 402.01, 404.06, 501.00, 501.01 (an optional policy), and 504.18 – Although these policies were revised or added last year due to changes in Title IX, they have now been revised again to reflect a change from LB 451 passed in the recent Legislative session.

Several other Legislative statutes will require new or revised policies for the 2022-23 school year. Those policies will be provided early next summer, including the topics of financial literacy (LB 452), training about seizures (LB 639), and student ID cards (LB 528). Policy 702.03 Budget Adoption Process will be revised later this summer to include an Internet address established by NDE to show district budget and financial data, but that address has not been published at this time.

Other changes:

Policy 203.01 Organizational Meeting is being revised to help boards in the selection of Board President in the event of a continuing series of tie votes. We have provided advice similar to this to boards for several years in the event they felt this might occur but are now making two choices for policy language available that will deal with this possibility in advance.

NASB has had policy 402.15 Staff Conduct with Students in place for nearly 15 years and it was revised last year to meet the definitions and requirements of LB 1080 (now in statute 79-879). NDE has now created an optional model policy on this same topic, and I have formatted it similarly to our policies if you wish to substitute it for the existing policy 402.15 currently in your manual. While all boards must have a policy meeting the requirements of 79-879, it is up to each board to choose which version of 402.15 they prefer. No redline to compare the NASB version with the NDE version will be offered since the language and structure of the policies varies significantly.

Form 503.01E1 Nebraska Withdrawal from Mandatory Attendance for students who are discontinuing enrollment has been revised by NDE and no longer requires being notarized.

Policy 603.01 Curriculum Development has been simplified. Curriculum content standards including the newly proposed draft Health Education standards, are recommendations of the Nebraska Department of Education, not specific mandates. As stated in policy 603.01, the district must adopt standards that are the same as, equal to, or more rigorous than the adopted state standards of NDE.

Policy 607.10 Classroom Environment has been revised to set clearer board expectations that all items posted in classrooms meet the requirements of a positive learning environment. This is in response to our more polarized society and is not the result of any new specific state or federal mandate.

NDE is reviewing and revising its requirements for districts relating to fiscal monitoring of state and federal grant funds under ESSER and other programs. It is also updating requirements for district Special Education policies to meet assurances for appropriate oversight. Policy additions and revisions for these two areas will be forthcoming later this month.

The Department of Labor has revised several forms for use with the Family and Medical Leave Act and I am enclosing copies of them with this update. We have also had several requests for a basic FMLA application and district response form, so we are creating a new one which will also be sent out later this month.

380-E, Certification of Health Care Provider for Employee's Serious Health Condition

Under FMLA

380-F, Certification of Health Care Provider for Family Member's Serious Health

Condition Under FMLA

381, Notice of Eligibility & Rights and Responsibilities Under FMLA

382, Designation Notice Under FMLA

384, Certification for Military Family Leave for Qualifying Exigency Under FMLA

385, Certification for Serious Injury or Illness of a Current Servicemember for Military

Caregiver Leave under FMLA

385-V, Certification for Serious Injury or Illness of a Veteran for Military Caregiver

Leave Under FMLA

Additional Policy Updates will be coming this summer. In the meantime, don't hesitate to contact me if you have policy questions.

Jim Luebbe

NASB

27 attachments

 **0103.00 - equal educational opportunity.doc**
32K

 **0203.01 - organizational meeting.doc**
31K

 **0402.01 - equal opportunity employment.doc**