

**Shickley Public Schools**  
**June 16, 2025**  
**5:00 PM: Regular Board of Education Meeting**  
**School Lobby**

1. **Preliminary Procedures**
  - 1.1. Call to Order
  - 1.2. Roll Call
  - 1.3. Pledge of Allegiance
  - 1.4. Public Notice of the Meeting and Notification of Open Meeting Law
  - 1.5. Approve Board Member Absence(s)
  - 1.6. Approve the Agenda
2. Consent Agenda
3. Lunch Program Presentation
4. Financial Reports
5. Claims and Bills: Excluding 5 Loaves Market & Bakery
6. Claims for 5 Loaves Market & Bakery
7. Public Comment on Parental and Family Involvement in Schools: policy 1005.03.
8. **Welcome Visitors**
  - 8.1. Public Comments not on agenda items
  - 8.2. Public Comments on agenda items
9. Committee Reports
10. **Discussion Items: Consider and Discuss - No Action to be Taken**
  - 10.1. Work Session Discussion
  - 10.2. District Insurance Carrier
  - 10.3. Proposed Policy Changes
11. **Action Items: Consider, Discuss, and Take all Necessary Action**
  - 11.1. 1005.03 Parental and Family Involvement in the Schools
  - 11.2. Policy 504.06 - Student Dress Code and Grooming
  - 11.3. 2025-26 Lunch Prices
12. **Informational Items**
  - 12.1. Strategic Plan Progress
13. Establish Future Board of Education Meeting Date(s) and Time(s)
14. Closed Session
15. Items from Closed Session
16. Adjournment

#### **84-1407. Act, how cited.**

Sections 84-1407 to 84-1414 shall be known and may be cited as the Open Meetings Act.

**Source:** Laws 2004, LB 821, § 34.

#### **84-1408. Declaration of intent; meetings open to public.**

It is hereby declared to be the policy of this state that the formation of public policy is public business and may not be conducted in secret.

Every meeting of a public body shall be open to the public in order that citizens may exercise their democratic privilege of attending and speaking at meetings of public bodies, except as otherwise provided by the Constitution of Nebraska, federal statutes, and the Open Meetings Act.

**Source:** Laws 1975, LB 325, § 1; Laws 1996, LB 900, § 1071; Laws 2004, LB 821, § 35.

## **Annotations**

- Nebraska's public meetings laws do not apply to school board deliberations pertaining solely to disputed adjudicative facts. *McQuinn v. Douglas Cty. Sch. Dist. No. 66*, 259 Neb. 720, 612 N.W.2d 198 (2000).
- The primary purpose of the public meetings law is to ensure that public policy is formulated at open meetings. *Marks v. Judicial Nominating Comm.*, 236 Neb. 429, 461 N.W.2d 551 (1990).
- The public meetings law is broadly interpreted and liberally construed to obtain the objective of openness in favor of the public, and provisions permitting closed sessions must be narrowly and strictly construed. *Grein v. Board of Education of Fremont*, 216 Neb. 158, 343 N.W.2d 718 (1984).
- Although a committee was a subcommittee of a natural resources district board, it was not subject to the Open Meetings Act because there was never a quorum of board members in attendance and the committee did not hold hearings, make policy, or take formal action on behalf of the board. *Koch v. Lower Loup NRD*, 27 Neb. App. 301, 931 N.W.2d 160 (2019).
- A county board of equalization is a public body whose meetings shall be open to the public. *Wolf v. Grubbs*, 17 Neb. App. 292, 759 N.W.2d 499 (2009).

#### **84-1409. Terms, defined.**

For purposes of the Open Meetings Act, unless the context otherwise requires:

(1)(a) Public body means (i) governing bodies of all political subdivisions of the State of Nebraska, (ii) governing bodies of all agencies, created by the Constitution of Nebraska, statute, or otherwise pursuant to law, of the executive department of the State of Nebraska, (iii) all independent boards, commissions, bureaus, committees, councils, subunits, or any other bodies created by the Constitution of Nebraska, statute, or otherwise pursuant to law, (iv) all study or advisory committees of the executive department of the State of Nebraska whether having continuing existence or appointed as special committees with limited existence, (v) advisory committees of the bodies referred to in subdivisions (i), (ii), and (iii) of this subdivision, and (vi) instrumentalities exercising essentially public functions; and

(b) Public body does not include (i) subcommittees of such bodies unless a quorum of the public body attends a subcommittee meeting or unless such subcommittees are holding hearings, making policy, or taking formal action on behalf of their parent body, except that all meetings of

any subcommittee established under section 81-15,175 are subject to the Open Meetings Act, and (ii) entities conducting judicial proceedings unless a court or other judicial body is exercising rulemaking authority, deliberating, or deciding upon the issuance of administrative orders;

(2) Meeting means all regular, special, or called meetings, formal or informal, of any public body for the purposes of briefing, discussion of public business, formation of tentative policy, or the taking of any action of the public body; and

(3) Virtual conferencing means conducting or participating in a meeting electronically or telephonically with interaction among the participants subject to subsection (2) of section 84-1412.

**Source:** Laws 1975, LB 325, § 2; Laws 1983, LB 43, § 1; Laws 1989, LB 429, § 42; Laws 1989, LB 311, § 14; Laws 1992, LB 1019, § 124; Laws 1993, LB 635, § 1; Laws 1996, LB 1044, § 978; Laws 1997, LB 798, § 37; Laws 2004, LB 821, § 36; Laws 2007, LB296, § 810; Laws 2011, LB366, § 2; Laws 2021, LB83, § 11.

**Effective Date: April 22, 2021**

## Annotations

- A township is a political subdivision, and as such, a township board is subject to the provisions of the public meetings laws. *Steenblock v. Elkhorn Township Bd.*, 245 Neb. 722, 515 N.W.2d 128 (1994).
- A county agricultural society is a public body to which the provisions of the Nebraska public meetings law are applicable. *Nixon v. Madison Co. Ag. Soc'y*, 217 Neb. 37, 348 N.W.2d 119 (1984).
- Failure by a public governing body, as defined under section 84-1409, R.R.S.1943, to take and record a roll call vote on an action, as required by section 84-1413(2), R.S.Supp.,1980, grants any citizen the right to sue for the purpose of having the action declared void. In this case such failure could not be later corrected by a nunc pro tunc order because there was no showing that a roll call vote on the disputed action was actually taken, and even if it was the record showed it was not recorded until over a year later. Sections 23-1301, R.R.S.1943, and 23-1302, R.R.S.1943, make it the duty of the county clerk to record proceedings of the board of county commissioners. *State ex rel. Schuler v. Dunbar*, 208 Neb. 69, 302 N.W.2d 674 (1981).
- Although a committee was a subcommittee of a natural resources district board, it was not subject to the Open Meetings Act because there was never a quorum of board members in attendance and the committee did not hold hearings, make policy, or take formal action on behalf of the board. *Koch v. Lower Loup NRD*, 27 Neb. App. 301, 931 N.W.2d 160 (2019).
- Although the Open Meetings Act does not define "subcommittee," a subcommittee is generally defined as a group within a committee to which the committee may refer business. *Koch v. Lower Loup NRD*, 27 Neb. App. 301, 931 N.W.2d 160 (2019).
- The Open Meetings Act does not require policymakers to remain ignorant of the issues they must decide until the moment the public is invited to comment on a proposed policy. By excluding nonquorum subgroups from the definition of a public body, the Legislature has balanced the public's need to be heard on matters of public policy with a practical accommodation for a public body's need for information to conduct business. *Koch v. Lower Loup NRD*, 27 Neb. App. 301, 931 N.W.2d 160 (2019).
- As an administrative agency of the county, a county board of equalization is a public body. *Wolf v. Grubbs*, 17 Neb. App. 292, 759 N.W.2d 499 (2009).
- The electors of a township at their annual meeting are a public body under the Open Meetings Act. *State ex rel. Newman v. Columbus Township Bd.*, 15 Neb. App. 656, 735 N.W.2d 399 (2007).

- The meeting at issue in this case was a "meeting" within the parameters of subsection (2) of this section because it involved the discussion of public business, the formation of tentative policy, or the taking of any action of the public power district. *Hansmeyer v. Nebraska Pub. Power Dist.*, 6 Neb. App. 889, 578 N.W.2d 476 (1998).
- Informational sessions in which the governmental body hears reports are briefings. *Johnson v. Nebraska Environmental Control Council*, 2 Neb. App. 263, 509 N.W.2d 21 (1993).

**84-1410. Closed session; when; purpose; reasons listed; procedure; right to challenge; prohibited acts; chance meetings, conventions, or workshops.**

(1) Any public body may hold a closed session by the affirmative vote of a majority of its voting members if a closed session is clearly necessary for the protection of the public interest or for the prevention of needless injury to the reputation of an individual and if such individual has not requested a public meeting. The subject matter and the reason necessitating the closed session shall be identified in the motion to close. Closed sessions may be held for, but shall not be limited to, such reasons as:

(a) Strategy sessions with respect to collective bargaining, real estate purchases, pending litigation, or litigation which is imminent as evidenced by communication of a claim or threat of litigation to or by the public body;

(b) Discussion regarding deployment of security personnel or devices;

(c) Investigative proceedings regarding allegations of criminal misconduct;

(d) Evaluation of the job performance of a person when necessary to prevent needless injury to the reputation of a person and if such person has not requested a public meeting;

(e) For the Community Trust created under section 81-1801.02, discussion regarding the amounts to be paid to individuals who have suffered from a tragedy of violence or natural disaster; or

(f) For public hospitals, governing board peer review activities, professional review activities, review and discussion of medical staff investigations or disciplinary actions, and any strategy session concerning transactional negotiations with any referral source that is required by federal law to be conducted at arms length.

Nothing in this section shall permit a closed meeting for discussion of the appointment or election of a new member to any public body.

(2) The vote to hold a closed session shall be taken in open session. The entire motion, the vote of each member on the question of holding a closed session, and the time when the closed session commenced and concluded shall be recorded in the minutes. If the motion to close passes, then the presiding officer immediately prior to the closed session shall restate on the record the limitation of the subject matter of the closed session. The public body holding such a closed session shall restrict its consideration of matters during the closed portions to only those purposes set forth in the motion to close as the reason for the closed session. The meeting shall be reconvened in open session before any formal action may be taken. For purposes of this section, formal action shall mean a collective decision or a collective commitment or promise to make a decision on any question, motion, proposal, resolution, order, or ordinance or formation of a position or policy but shall not include negotiating guidance given by members of the public body to legal counsel or other negotiators in closed sessions authorized under subdivision (1)(a) of this section.

(3) Any member of any public body shall have the right to challenge the continuation of a closed session if the member determines that the session has exceeded the reason stated in the original motion to hold a closed session or if the member contends that the closed session is neither clearly necessary for (a) the protection of the public interest or (b) the prevention of needless injury to the reputation of an individual. Such challenge shall be overruled only by a majority vote of the members of the public body. Such challenge and its disposition shall be recorded in the minutes.

(4) Nothing in this section shall be construed to require that any meeting be closed to the public. No person or public body shall fail to invite a portion of its members to a meeting, and no public body shall designate itself a subcommittee of the whole body for the purpose of circumventing the Open Meetings Act. No closed session, informal meeting, chance meeting, social gathering, email, fax, or other electronic communication shall be used for the purpose of circumventing the requirements of the act.

(5) The act does not apply to chance meetings or to attendance at or travel to conventions or workshops of members of a public body at which there is no meeting of the body then intentionally convened, if there is no vote or other action taken regarding any matter over which the public body has supervision, control, jurisdiction, or advisory power.

**Source:** Laws 1975, LB 325, § 3; Laws 1983, LB 43, § 2; Laws 1985, LB 117, § 1; Laws 1992, LB 1019, § 125; Laws 1994, LB 621, § 1; Laws 1996, LB 900, § 1072; Laws 2004, LB 821, § 37; Laws 2004, LB 1179, § 1; Laws 2006, LB 898, § 1; Laws 2011, LB390, § 29; Laws 2012, LB995, § 17.

## Annotations

- There is no absolute discovery privilege for communications that occur during a closed session. *State ex rel. Upper Republican NRD v. District Judges*, 273 Neb. 148, 728 N.W.2d 275 (2007).
- If a person present at a meeting observes a public meetings law violation in the form of an improper closed session and fails to object, that person waives his or her right to object at a later date. *Wasikowski v. Nebraska Quality Jobs Bd.*, 264 Neb. 403, 648 N.W.2d 756 (2002).
- The public interest mentioned in this section is that shared by citizens in general and by the community at large concerning pecuniary or legal rights and liabilities. *Grein v. Board of Education*, 216 Neb. 158, 343 N.W.2d 718 (1984).
- Hearing in closed executive session was contrary to this section since there was no showing of necessity or reason under subdivision (1)(a), (b), or (c), but did not result in reversal of board decision. *Simonds v. Board of Examiners*, 213 Neb. 259, 329 N.W.2d 92 (1983).
- Negotiations for the purchase of land need not be conducted at an open meeting but the deliberations of a city council as to whether an offer to purchase real estate should be made should take place in an open meeting. *Pokorny v. City of Schuyler*, 202 Neb. 334, 275 N.W.2d 281 (1979).
- Public meeting law was not violated where the Board of Regents of the University of Nebraska voted to hold a closed session to consider the university president's resignation, and also discussed the appointment of an interim president during such session. *Meyer v. Board of Regents*, 1 Neb. App. 893, 510 N.W.2d 450 (1993).

**84-1411. Meetings of public body; notice; method; contents; when available; right to modify; duties concerning notice; virtual conferencing authorized; requirements; emergency meeting without notice; appearance before public body.**

(1)(a) Each public body shall give reasonable advance publicized notice of the time and place of each meeting as provided in this subsection. Such notice shall be transmitted to all members of the public body and to the public.

(b)(i) Except as provided in subdivision (1)(b)(ii) of this section, in the case of a public body described in subdivision (1)(a)(i) of section 84-1409 or such body's advisory committee, such notice shall be published in a newspaper of general circulation within the public body's jurisdiction and, if available, on such newspaper's website.

(ii) In the case of the governing body of a city of the second class or village or such body's advisory committee, such notice shall be published by:

(A) Publication in a newspaper of general circulation within the public body's jurisdiction and, if available, on such newspaper's website; or

(B) Posting written notice in three conspicuous public places in such city or village. Such notice shall be posted in the same three places for each meeting.

(iii) In the case of a public body not described in subdivision (1)(b)(i) or (ii) of this section, such notice shall be given by a method designated by the public body.

(c) In addition to a method of notice required by subdivision (1)(b)(i) or (ii) of this section, such notice may also be provided by any other appropriate method designated by such public body or such advisory committee.

(d) Each public body shall record the methods and dates of such notice in its minutes.

(e) Such notice shall contain an agenda of subjects known at the time of the publicized notice or a statement that the agenda, which shall be kept continually current, shall be readily available for public inspection at the principal office of the public body during normal business hours. Agenda items shall be sufficiently descriptive to give the public reasonable notice of the matters to be considered at the meeting. Except for items of an emergency nature, the agenda shall not be altered later than (i) twenty-four hours before the scheduled commencement of the meeting or (ii) forty-eight hours before the scheduled commencement of a meeting of a city council or village board scheduled outside the corporate limits of the municipality. The public body shall have the right to modify the agenda to include items of an emergency nature only at such public meeting.

(2)(a) The following entities may hold a meeting by means of virtual conferencing if the requirements of subdivision (2)(b) of this section are met:

(i) A state agency, state board, state commission, state council, or state committee, or an advisory committee of any such state entity;

(ii) An organization, including the governing body, created under the Interlocal Cooperation Act, the Joint Public Agency Act, or the Municipal Cooperative Financing Act;

(iii) The governing body of a public power district having a chartered territory of more than one county in this state;

(iv) The governing body of a public power and irrigation district having a chartered territory of more than one county in this state;

(v) An educational service unit;

(vi) The Educational Service Unit Coordinating Council;

(vii) An organization, including the governing body, of a risk management pool or its advisory committees organized in accordance with the Intergovernmental Risk Management Act;

(viii) A community college board of governors;

(ix) The Nebraska Brand Committee;

(x) A local public health department;

(xi) A metropolitan utilities district;

(xii) A regional metropolitan transit authority;

(xiii) A natural resources district; and

(xiv) The Judicial Resources Commission.

(b) The requirements for holding a meeting by means of virtual conferencing are as follows:

(i) Reasonable advance publicized notice is given as provided in subsection (1) of this section, including providing access to a dial-in number or link to the virtual conference;

(ii) In addition to the public's right to participate by virtual conferencing, reasonable arrangements are made to accommodate the public's right to attend at a physical site and participate as provided in section 84-1412, including reasonable seating, in at least one designated site in a building open to the public and identified in the notice, with: At least one member of the entity holding such meeting, or his or her designee, present at each site; a recording of the hearing by audio or visual recording devices; and a reasonable opportunity for input, such as public comment or questions, is provided to at least the same extent as would be provided if virtual conferencing was not used;

(iii) At least one copy of all documents being considered at the meeting is available at any physical site open to the public where individuals may attend the virtual conference. The public body shall also provide links to an electronic copy of the agenda, all documents being considered at the meeting, and the current version of the Open Meetings Act; and

(iv) Except as otherwise provided in this subdivision or subsection (4) of section 79-2204, no more than one-half of the meetings of the state entities, advisory committees, boards, councils, organizations, or governing bodies are held by virtual conferencing in a calendar year. In the case of an organization created under the Interlocal Cooperation Act that sells electricity or natural gas at wholesale on a multistate basis or an organization created under the Municipal Cooperative Financing Act, the organization may hold more than one-half of its meetings by virtual conferencing if such organization holds at least one meeting each calendar year that is not by virtual conferencing. The governing body of a risk management pool that meets at least quarterly and the advisory committees of the governing body may each hold more than one-half of its meetings by virtual conferencing if the governing body's quarterly meetings are not held by virtual conferencing.

(3) Virtual conferencing, emails, faxes, or other electronic communication shall not be used to circumvent any of the public government purposes established in the Open Meetings Act.

(4) The secretary or other designee of each public body shall maintain a list of the news media requesting notification of meetings and shall make reasonable efforts to provide advance notification to them of the time and place of each meeting and the subjects to be discussed at that meeting.

(5) When it is necessary to hold an emergency meeting without reasonable advance public notice, the nature of the emergency shall be stated in the minutes and any formal action taken in such meeting shall pertain only to the emergency. Such emergency meetings may be held by virtual conferencing. The provisions of subsection (4) of this section shall be complied with in conducting emergency meetings. Complete minutes of such emergency meetings specifying the nature of the emergency and any formal action taken at the meeting shall be made available to the public by no later than the end of the next regular business day.

(6) A public body may allow a member of the public or any other witness to appear before the public body by means of virtual conferencing.

(7)(a) Notwithstanding subsections (2) and (5) of this section, if an emergency is declared by the Governor pursuant to the Emergency Management Act as defined in section 81-829.39, a public body the territorial jurisdiction of which is included in the emergency declaration, in whole or in part, may hold a meeting by virtual conferencing during such emergency if the public body gives reasonable advance publicized notice as described in subsection (1) of this section. The notice shall include information regarding access for the public and news media. In addition to any formal action taken pertaining to the emergency, the public body may hold such meeting for the purpose of briefing, discussion of public business, formation of tentative policy, or the taking of any action by the public body.

(b) The public body shall provide access by providing a dial-in number or a link to the virtual conference. The public body shall also provide links to an electronic copy of the agenda, all documents being considered at the meeting, and the current version of the Open Meetings Act. Reasonable arrangements shall be made to accommodate the public's right to hear and speak at the meeting and record the meeting. Subsection (4) of this section shall be complied with in conducting such meetings.

(c) The nature of the emergency shall be stated in the minutes. Complete minutes of such meeting specifying the nature of the emergency and any formal action taken at the meeting shall be made available for inspection as provided in subsections (5) and (6) of section 84-1413.

**Source:** Laws 1975, LB 325, § 4; Laws 1983, LB 43, § 3; Laws 1987, LB 663, § 25; Laws 1993, LB 635, § 2; Laws 1996, LB 469, § 6; Laws 1996, LB 1161, § 1; Laws 1999, LB 47, § 2; Laws 1999, LB 87, § 100; Laws 1999, LB 461, § 1; Laws 2000, LB 968, § 85; Laws 2004, LB 821, § 38; Laws 2004, LB 1179, § 2; Laws 2006, LB 898, § 2; Laws 2007, LB199, § 9; Laws 2009, LB361, § 2; Laws 2012, LB735, § 1; Laws 2013, LB510, § 1; Laws 2017, LB318, § 1; Laws 2019, LB212, § 5; Laws 2020, LB148, § 3; Laws 2021, LB83, § 12.

**Effective Date: April 22, 2021**

## Cross References

- **Emergency Management Act**, see section 81-829.36.
- **Intergovernmental Risk Management Act**, see section 44-4301.
- **Interlocal Cooperation Act**, see section 13-801.
- **Joint Public Agency Act**, see section 13-2501.
- **Municipal Cooperative Financing Act**, see section 18-2401.

## Annotations

- Under subsection (1) of this section, the Legislature has imposed only two conditions on the public body's notification method of a public meeting: (1) It must give reasonable

advance publicized notice of the time and place of each meeting and (2) it must be recorded in the public body's minutes. *City of Elkhorn v. City of Omaha*, 272 Neb. 867, 725 N.W.2d 792 (2007).

- An emergency is "(a)ny event or occasional combination of circumstances which calls for immediate action or remedy; pressing necessity; exigency; a sudden or unexpected happening; an unforeseen occurrence or condition." *Steenblock v. Elkhorn Township Bd.*, 245 Neb. 722, 515 N.W.2d 128 (1994).
- An agenda which gives reasonable notice of the matters to be considered at a meeting of a city council complies with the requirements of this section. *Pokorny v. City of Schuyler*, 202 Neb. 334, 275 N.W.2d 281 (1979).
- When notice is required, a notice of a special meeting of a city council posted in three public places at 10:00 p.m. on the day preceding the meeting is not reasonable advance publicized notice of a meeting as is required by this section. *Pokorny v. City of Schuyler*, 202 Neb. 334, 275 N.W.2d 281 (1979).
- Teacher waived right to object to lack of public notice in board of education employment hearing by voluntary participation in the hearing without objection. *Alexander v. School Dist. No. 17*, 197 Neb. 251, 248 N.W.2d 335 (1976).
- A county board of commissioners and a county board of equalization are not required to give separate notices when the notice states only the time and place that the boards meet and directs a citizen to where the agendas for each board can be found. *Wolf v. Grubbs*, 17 Neb. App. 292, 759 N.W.2d 499 (2009).
- A county board of equalization is a public body which is required to give advanced publicized notice of its meetings. *Wolf v. Grubbs*, 17 Neb. App. 292, 759 N.W.2d 499 (2009).
- Notice of recessed and reconvened meetings must be given in the same fashion as the original meeting. *Wolf v. Grubbs*, 17 Neb. App. 292, 759 N.W.2d 499 (2009).
- True notice of a meeting is not given by burying such in the minutes of a prior board proceeding. *Wolf v. Grubbs*, 17 Neb. App. 292, 759 N.W.2d 499 (2009).
- An agenda notice which merely stated "work order reports" was an inadequate notice under this section because it did not give interested persons knowledge that plans for a 345 kv transmission line through the district was going to be discussed and voted upon at the meeting. Inadequate agenda notice under this section meant there was a substantial violation of the public meeting laws; however, later actions by the board of directors cured the defects in notice, and such actions were in substantial compliance with the statute. *Hansmeyer v. Nebraska Pub. Power Dist.*, 6 Neb. App. 889, 578 N.W.2d 476 (1998).

#### **84-1412. Meetings of public body; rights of public; public body; powers and duties.**

(1) Subject to the Open Meetings Act, the public has the right to attend and the right to speak at meetings of public bodies, and all or any part of a meeting of a public body, except for closed sessions called pursuant to section 84-1410, may be videotaped, televised, photographed, broadcast, or recorded by any person in attendance by means of a tape recorder, a camera, video equipment, or any other means of pictorial or sonic reproduction or in writing.

(2) It shall not be a violation of subsection (1) of this section for any public body to make and enforce reasonable rules and regulations regarding the conduct of persons attending, speaking at, videotaping, televising, photographing, broadcasting, or recording its meetings, including meetings held by virtual conferencing. A body may not be required to allow citizens to speak at each meeting, but it may not forbid public participation at all meetings.

(3) 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 shall require any member of the public desiring to address the body to identify

himself or herself, including an address and the name of any organization represented by such person unless the address requirement is waived to protect the security of the individual.

(4) No public body shall, for the purpose of circumventing the Open Meetings Act, hold a meeting in a place known by the body to be too small to accommodate the anticipated audience.

(5) No public body shall be deemed in violation of this section if it holds its meeting in its traditional meeting place which is located in this state.

(6) No public body shall be deemed in violation of this section if it holds a meeting outside of this state if, but only if:

(a) A member entity of the public body is located outside of this state and the meeting is in that member's jurisdiction;

(b) All out-of-state locations identified in the notice are located within public buildings used by members of the entity or at a place which will accommodate the anticipated audience;

(c) Reasonable arrangements are made to accommodate the public's right to attend, hear, and speak at the meeting, including making virtual conferencing available at an in-state location to members, the public, or the press, if requested twenty-four hours in advance;

(d) No more than twenty-five percent of the public body's meetings in a calendar year are held out-of-state;

(e) Out-of-state meetings are not used to circumvent any of the public government purposes established in the Open Meetings Act; and

(f) The public body publishes notice of the out-of-state meeting at least twenty-one days before the date of the meeting in a legal newspaper of statewide circulation.

(7) Each public body shall, upon request, make a reasonable effort to accommodate the public's right to hear the discussion and testimony presented at a meeting.

(8) Public bodies shall make available at the meeting or the in-state location for virtual conferencing as required by subdivision (6)(c) of this section, for examination and copying by members of the public, at least one copy of all reproducible written material to be discussed at an open meeting, either in paper or electronic form. Public bodies shall make available at least one current copy of the Open Meetings Act posted in the meeting room at a location accessible to members of the public. At the beginning of the meeting, the public shall be informed about the location of the posted information.

**Source:** Laws 1975, LB 325, § 5; Laws 1983, LB 43, § 4; Laws 1985, LB 117, § 2; Laws 1987, LB 324, § 5; Laws 1996, LB 900, § 1073; Laws 2001, LB 250, § 2; Laws 2004, LB 821, § 39; Laws 2006, LB 898, § 3; Laws 2008, LB962, § 1; Laws 2021, LB83, § 13.

**Effective Date:** April 22, 2021

## Annotations

- To preserve an objection that a public body failed to make documents available at a public meeting as required by subsection (8) of this section, a person who attends a public meeting must not only object to the violation, but must make that objection to the public body or to a member of the public body. *Stoetzel & Sons v. City of Hastings*, 265 Neb. 637, 658 N.W.2d 636 (2003).

**84-1413. Meetings; minutes; roll call vote; secret ballot; when; agenda and minutes; required on website; when.**

(1) Each public body shall keep minutes of all meetings showing the time, place, members present and absent, and the substance of all matters discussed.

(2) Any action taken on any question or motion duly moved and seconded shall be by roll call vote of the public body in open session, and the record shall state how each member voted or if the member was absent or not voting. The requirements of a roll call or viva voce vote shall be satisfied by a public body which utilizes an electronic voting device which allows the yeas and nays of each member of such public body to be readily seen by the public.

(3) The vote to elect leadership within a public body may be taken by secret ballot, but the total number of votes for each candidate shall be recorded in the minutes.

(4) The minutes of all meetings and evidence and documentation received or disclosed in open session shall be public records and open to public inspection during normal business hours.

(5) Minutes shall be written, except as provided in subsection (6) of this section, and available for inspection within ten working days or prior to the next convened meeting, whichever occurs earlier, except that cities of the second class and villages may have an additional ten working days if the employee responsible for writing the minutes is absent due to a serious illness or emergency.

(6) Minutes of the meetings of the board of a school district or educational service unit may be kept as an electronic record.

(7) Beginning July 31, 2022, the governing body of a natural resources district, the city council of a city of the metropolitan class, the city council of a city of the primary class, the city council of a city of the first class, the county board of a county with a population greater than twenty-five thousand inhabitants, and the school board of a school district shall make available on such entity's public website the agenda and minutes of any meeting of the governing body. The agenda shall be placed on the website at least twenty-four hours before the meeting of the governing body. Minutes shall be placed on the website 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 website for at least six months.

**Source:** Laws 1975, LB 325, § 6; Laws 1978, LB 609, § 3; Laws 1979, LB 86, § 9; Laws 1987, LB 663, § 26; Laws 2005, LB 501, § 1; Laws 2009, LB361, § 3; Laws 2015, LB365, § 2; Laws 2016, LB876, § 1; Laws 2021, LB83, § 14.

**Effective Date: April 22, 2021**

## **Annotations**

- Under prior law, if a person present at a meeting observes and fails to object to an alleged public meetings laws violation in the form of a failure to conduct rollcall votes before taking actions on questions or motions pending, that person waives his or her right to object at a later date. *Hauser v. Nebraska Police Stds. Adv. Council*, 264 Neb. 944, 653 N.W.2d 240 (2002).
- Subsection (2) of this section does not require the record to state that the vote was by roll call, but requires only that the record show if and how each member voted. Neither does the statute set a time limit for recording the results of a vote, after which no corrections of the record can be made. If no intervening rights of third persons have arisen, a board of county commissioners has power to correct the record of the proceedings had at a previous

meeting so as to make them speak the truth, particularly where the correction supplies some omitted fact or action and is done not to contradict or change the original record but to have the record show that a certain action was taken or thing done, which the original record fails to show. *State ex rel. Schuler v. Dunbar*, 214 Neb. 85, 333 N.W.2d 652 (1983).

- Failure by a public governing body, as defined under section 84-1409, R.R.S.1943, to take and record a roll call vote on an action, as required by section 84-1413(2), R.S.Supp.,1980, grants any citizen the right to sue for the purpose of having the action declared void. In this case such failure could not be later corrected by a nunc pro tunc order because there was no showing that a roll call vote on the disputed action was actually taken, and even if it was the record showed it was not recorded until over a year later. Sections 23-1301, R.R.S.1943, and 23-1302, R.R.S.1943, make it the duty of the county clerk to record proceedings of the board of county commissioners. *State ex rel. Schuler v. Dunbar*, 208 Neb. 69, 302 N.W.2d 674 (1981).
- There is no requirement that a public body make a record of where notice was published or posted. *Wolf v. Grubbs*, 17 Neb. App. 292, 759 N.W.2d 499 (2009).

#### **84-1414. Unlawful action by public body; declared void or voidable by district court; when; duty to enforce open meeting laws; citizen's suit; procedure; violations; penalties.**

(1) Any motion, resolution, rule, regulation, ordinance, or formal action of a public body made or taken in violation of the Open Meetings Act shall be declared void by the district court if the suit is commenced within one hundred twenty days of the meeting of the public body at which the alleged violation occurred. Any motion, resolution, rule, regulation, ordinance, or formal action of a public body made or taken in substantial violation of the Open Meetings Act shall be voidable by the district court if the suit is commenced more than one hundred twenty days after but within one year of the meeting of the public body in which the alleged violation occurred. A suit to void any final action shall be commenced within one year of the action.

(2) The Attorney General and the county attorney of the county in which the public body ordinarily meets shall enforce the Open Meetings Act.

(3) Any citizen of this state may commence a suit in the district court of the county in which the public body ordinarily meets or in which the plaintiff resides for the purpose of requiring compliance with or preventing violations of the Open Meetings Act, for the purpose of declaring an action of a public body void, or for the purpose of determining the applicability of the act to discussions or decisions of the public body. It shall not be a defense that the citizen attended the meeting and failed to object at such time. The court may order payment of reasonable attorney's fees and court costs to a successful plaintiff in a suit brought under this section.

(4) Any member of a public body who knowingly violates or conspires to violate or who attends or remains at a meeting knowing that the public body is in violation of any provision of the Open Meetings Act shall be guilty of a Class IV misdemeanor for a first offense and a Class III misdemeanor for a second or subsequent offense.

**Source:** Laws 1975, LB 325, § 9; Laws 1977, LB 39, § 318; Laws 1983, LB 43, § 5; Laws 1992, LB 1019, § 126; Laws 1994, LB 621, § 2; Laws 1996, LB 900, § 1074; Laws 2004, LB 821, § 40; Laws 2006, LB 898, § 4.

## **Annotations**

- The Legislature has granted standing to a broad scope of its citizens for the very limited purpose of challenging meetings allegedly in violation of the Open Meetings Act, so that they may help police the public policy embodied by the act. *Schauer v. Grooms*, 280 Neb. 426, 786 N.W.2d 909 (2010).

- Any citizen of the state may commence an action to declare a public body's action void. *City of Elkhorn v. City of Omaha*, 272 Neb. 867, 725 N.W.2d 792 (2007).
- The reading of ordinances constitutes a formal action under subsection (1) of this section. *City of Elkhorn v. City of Omaha*, 272 Neb. 867, 725 N.W.2d 792 (2007).
- If a person present at a meeting observes a public meetings law violation in the form of an improper closed session and fails to object, that person waives his or her right to object at a later date. *Wasikowski v. Nebraska Quality Jobs Bd.*, 264 Neb. 403, 648 N.W.2d 756 (2002).
- Under the Public Meetings Act, a county lacks capacity to maintain an action to declare its official conduct "void" for noncompliance with the act. *County of York v. Johnson*, 230 Neb. 403, 432 N.W.2d 215 (1988).
- When a petitioner under this section is successful in the district court, that court may allow attorney fees. *Tracy Corp. II v. Nebraska Pub. Serv. Comm.*, 218 Neb. 900, 360 N.W.2d 485 (1984).
- Informal discussions between the Tax Commissioner and the State Board of Equalization in which instructions were clarified, with such clarification leading to the amendment of hearing notices, did not constitute a public meeting subject to the provisions of this section. *Box Butte County v. State Board of Equalization and Assessment*, 206 Neb. 696, 295 N.W.2d 670 (1980).
- The right to collaterally attack an order made in contravention of the Public Meeting Act must occur within a period of one year as is specifically provided by this section. *Witt v. School District No. 70*, 202 Neb. 63, 273 N.W.2d 669 (1979).
- Statutory change, requiring "publicized notice" for board of education employment hearings, occurring between dates meeting scheduled and conducted, held not to void proceedings. *Alexander v. School Dist. No. 17*, 197 Neb. 251, 248 N.W.2d 335 (1976).
- Voiding an entire meeting is a proper remedy for violations of the Open Meetings Act. Once a meeting has been declared void pursuant to Nebraska's public meetings law, board members are prohibited from considering any information obtained at the illegal meeting. *Wolf v. Grubbs*, 17 Neb. App. 292, 759 N.W.2d 499 (2009).
- Actions by the board of directors were merely voidable under this section, and not void. Pursuant to subsection (3) of this section, the plaintiffs were awarded partial attorney fees because they were successful in having the court declare that the board of directors was in substantial violation of the statute, even though the plaintiffs did not get the relief requested of having the board's actions declared void. *Hansmeyer v. Nebraska Pub. Power Dist.*, 6 Neb. App. 889, 578 N.W.2d 476 (1998).

Shickley Regular Board of Education Meeting

Monday, May 12, 2025 7:00 PM Central

School Lobby 104 East Murray Shickley, NE 68436-0407

The meeting was called to order by President Noel. Roll call was taken and the Pledge of Allegiance recited. Notice of the meeting and the Open Meeting Act was acknowledged. All board members were present. Kempf moved and Nelson seconded a motion to approve the agenda. Carried. Yes: 6, No: 0. Schlegel moved and Kempf seconded a motion to approve the consent agenda. Carried. Yes: 6, No: 0. Schlegel moved and Nelson seconded a motion to approve the financial reports. Carried. Yes: 6, No: 0. Kempf moved and Schlegel seconded a motion to approve the claims and bills excluding Five Loaves Market & Bakery. Yes: 6, No: 0. Nelson moved and Kempf seconded a motion to approve the bills for Five Loaves Market & Bakery. Carried. Yes: 5, No: 0, Abstain: 1 (Schlegel). Bart Brinkman addressed the board and reviewed the district insurance policy through EMC. Scott Shipley gave an update on American Civics and patriotic exercises of the school. Dr. Essink updated the board on the Nutrition program, its revenue sources, and discussed changes. Noel welcomed visitors. There were no public comments. The Finance Committee reviewed their monthly meeting discussion with the group. Follow-up on the Strategic Plan was discussed. Administrators reviewed items they have started to research and address. Board members discussed their next initiatives. The need for a board retreat was discussed. Kempf moved and Schlegel seconded a motion to approve the purchase of replacement computers for the 25-26 school year for an amount not to exceed \$20,000. Carried. Yes: 6, No: 0. Nelson moved and Kempf seconded a motion to approve the review of the district's Emergency Operations Plan. Carried. Yes: 6, No: 0. Nelson moved and Schlegel seconded a motion to approve the school lunch prices for the 25-26 school year. Nelson moved to table the motion until the next meeting, seconded by Loy. Carried. Yes: 6, No: 0. Schlegel moved and Kempf seconded a motion to approve the transfer of \$20,000 from the General Fund to the Lunch Fund. Carried. Yes: 6, No: 0. The next regular Board meeting will be on June 16, 2025 at 5:00 pm. Kempf moved and Schlegel seconded a motion to adjourn the meeting at 8:06 pm. Carried. Yes: 6, No: 0.

# General Fund Cash Flow Report

June 16, 2025

**Shickley Public Schools - General Fund**  
**Statement of Cash Flows**

For the 1 Month and 9 Months Ended May 31, 2025

	1 Month Ended May 31, 2025	9 Months Ended May 31, 2025
<b>Cash Flows from Operating Activities</b>		
Cash Received	\$ 1,539,748.63	\$ 4,961,408.33
Cash Paid - Salaries and Wages	(192,194.08)	(1,653,941.33)
Cash Paid - Group Insurance	(40,967.97)	(366,852.25)
Cash Paid - FICA	(15,317.51)	(132,759.06)
Cash Paid - Retirement	(18,012.97)	(158,294.12)
Cash Paid - Health Benefits	0.00	(45,514.60)
Cash Paid - Other Benefits	(1,153.20)	(9,474.23)
Cash Paid - Vendors	<u>(349,296.82)</u>	<u>(3,306,768.15)</u>
<b>Net Cash Received (Paid) for Operating Activities</b>	<u>1,190,451.81</u>	<u>1,654,640.18</u>
Net Increase (Decrease) In Cash	1,190,451.81	1,654,640.18
Beginning Cash	<u>2,123,189.94</u>	<u>1,659,001.57</u>
Ending Cash	<u>\$ 3,313,641.75</u>	<u>\$ 3,313,641.75</u>

**Reconciliation of Net Income (Loss) To Cash Received (Paid) for Operating Activities**

Net Income (Loss)	\$ 1,181,932.72	\$ 1,655,180.08
Increase (Decrease) in Operating Liabilities:		
Other Withholdings	<u>0.00</u>	<u>(22.94)</u>
Total Adjustments	<u>8,519.09</u>	<u>(539.90)</u>
Net Cash Received (Paid) for Operating Activities	<u>\$ 1,190,451.81</u>	<u>\$ 1,654,640.18</u>

# Treasurer's Report

June 16, 2025

General Fund

Depreciation Fund

Activity Fund

School Nutrition Fund

Special Building Fund

Qualified Capital Purpose  
Undertaking Fund (QCPUF)

**Shickley Public Schools - General Fund**  
 Shickley, Nebraska  
**Statement of Assets, Liabilities, and Fund Balance**  
 As of May 31, 2025 and 2024

	2025	2024
<b>Current Assets</b>		
General Fund Checking	\$ 3,199,853.85	\$ 2,346,520.92
General Fund Savings	113,787.90	112,454.14
Due from Employee	<u>516.96</u>	<u>0.00</u>
<b>Total Current Assets</b>	<u>3,314,158.71</u>	<u>2,458,975.06</u>
<b>Total Assets</b>	<u>\$ 3,314,158.71</u>	<u>\$ 2,458,975.06</u>

**Liabilities and Fund Balance**

	2025	2024
<b>Total Liabilities</b>	<u>0.00</u>	<u>0.00</u>
<b>Fund Balance</b>		
Fund Balance	1,658,978.63	972,233.91
Net Income	<u>1,655,180.08</u>	<u>1,486,741.15</u>
<b>Total Fund Balance</b>	<u>3,314,158.71</u>	<u>2,458,975.06</u>
<b>Total Liabilities and Fund Balance</b>	<u>\$ 3,314,158.71</u>	<u>\$ 2,458,975.06</u>

**Shickley Public Schools - General Fund**  
 Shickley, Nebraska  
**Statement of Receipts and Disbursements**  
 For the 1 Month and 9 Months Ended May 31, 2025

	Current Month	Prior Year	Year to Date	Prior Year to Date	Total Fiscal Year Budget	% of Budget
<b>Receipts</b>						
Taxes Levied by the School	\$ 712,596.65	\$ 0.00	\$ 2,484,791.52	\$ 0.00		
Public Power District Sales Tax	0.76	0.00	1,907.20	0.00		
Motor Vehicle Taxes	4,418.31	0.00	107,253.90	0.00		
Penalties & Interest on Taxes	0.00	0.00	1,865.70	0.00		
Other Taxes Levied by the School	502,262.82	0.00	1,004,525.64	0.00		
Tuition - Preschool	13,618.00	0.00	100,072.00	0.00		
Interest on Investments	1,081.43	0.00	7,102.71	0.00		
Postsecondary Receipts	1,934.40	0.00	5,808.00	0.00		
County Fines & Licenses	278.05	0.00	3,683.41	0.00		
ESU Receipts	293.82	0.00	9,132.60	0.00		
State Aid	36,531.00	0.00	328,779.00	0.00		
SPEd - School Age	27,217.00	0.00	303,833.00	0.00		
Homestead Exemption	1,328.27	0.00	3,935.24	0.00		
Property Tax Credit	238,074.78	0.00	476,149.56	0.00		
Pro-Rate Motor Vehicle	113.34	0.00	4,758.15	0.00		
State Apportionment	0.00	0.00	41,223.02	0.00		
Other State Receipts	0.00	0.00	38,202.54	0.00		
IDEA - Preschool - (619) Base & Enrollment	0.00	0.00	2,021.00	0.00		
IDEA - Part B - (611) Base & Enrollment	0.00	0.00	34,841.00	0.00		
Other Non-Revenue Receipts	0.00	0.00	1,523.14	0.00		
	<hr/>	<hr/>	<hr/>	<hr/>		
<b>Total Receipts</b>	<u>1,539,748.63</u>	<u>0.00</u>	<u>4,961,408.33</u>	<u>0.00</u>	<u>5,016,970.00</u>	<u>98.89%</u>
<b>Disbursements</b>						
Salaries	192,194.08	0.00	1,653,941.33	0.00		
Additional Compensation	11,625.03	0.00	103,937.58	0.00		
Group Insurance	40,967.97	0.00	366,852.25	0.00		
Social Security	15,317.51	0.00	132,759.06	0.00		
Retirement	18,012.97	0.00	158,294.12	0.00		
Health Benefits	0.00	0.00	45,514.60	0.00		
Other Benefits	1,153.20	0.00	9,474.23	0.00		
Accounting/Auditing Services	1,750.00	0.00	31,593.30	0.00		
Contracted Legal Services	325.00	0.00	2,020.00	0.00		
Professional Educational Services	0.00	0.00	7,103.80	0.00		
Employee Training & Development	2,437.76	0.00	15,003.06	0.00		
Mileage Paid to Staff	235.20	0.00	4,002.71	0.00		
Other Professional Services	6,930.90	0.00	82,887.79	0.00		
Technical Services	757.89	0.00	8,955.80	0.00		
Distance Education & Telecommunication	0.00	0.00	9,600.00	0.00		

**Shickley Public Schools - General Fund**  
 Shickley, Nebraska  
**Statement of Receipts and Disbursements**  
 For the 1 Month and 9 Months Ended May 31, 2025

	Current Month	Prior Year	Year to Date	Prior Year to Date	Total Fiscal Year Budget	% of Budget
Utility Services	4,043.88	0.00	37,164.20	0.00		
Non-Technology Repairs & Maintenance	2,446.59	0.00	58,959.65	0.00		
Technology Related Repairs & Maintenance	2,940.62	0.00	29,712.42	0.00		
Rentals of Land & Buildings	170.00	0.00	1,530.00	0.00		
Other Purchased Property Services	32.50	0.00	280.00	0.00		
Student Transportation Services	0.00	0.00	75.00	0.00		
Insurance	9,479.09	0.00	100,735.17	0.00		
Communications	58.50	0.00	1,955.12	0.00		
Postage	451.75	0.00	2,125.00	0.00		
Advertising	74.58	0.00	1,379.07	0.00		
Printing & Binding	1,630.42	0.00	14,673.78	0.00		
Tuition - Other Districts in State	0.00	0.00	55,554.00	0.00		
Tuition - Postsecondary Schools	0.00	0.00	14,347.60	0.00		
Tuition - Other	4,680.00	0.00	37,700.00	0.00		
Travel	1,278.00	0.00	3,862.44	0.00		
General Supplies	7,862.43	0.00	104,778.94	0.00		
Utility Energy Services	1,347.51	0.00	27,578.70	0.00		
Fuels	2,969.19	0.00	23,815.84	0.00		
Books & Periodicals	5,579.93	0.00	20,598.86	0.00		
Digital Instruction Materials	0.00	0.00	14,455.04	0.00		
Web/Cloud Based Software	119.00	0.00	21,060.65	0.00		
Technology Supplies	811.06	0.00	7,094.48	0.00		
Machinery	0.00	0.00	7,620.00	0.00		
Technology Related Hardware	0.00	0.00	7,490.29	0.00		
Technology Software	0.00	0.00	14,889.00	0.00		
Dues & Fees	133.35	0.00	4,853.37	0.00		
Fund Transfers to Lunch Fund	20,000.00	0.00	60,000.00	0.00		
	<hr/>	<hr/>	<hr/>	<hr/>		
<b>Total Disbursements</b>	<u>357,815.91</u>	<u>0.00</u>	<u>3,306,228.25</u>	<u>0.00</u>	<u>5,500,000.00</u>	<u>60.11%</u>
<b>Net Income (Loss)</b>	<u>\$ 1,181,932.72</u>	<u>\$ 0.00</u>	<u>\$ 1,655,180.08</u>	<u>\$ 0.00</u>		

**Shickley Public Schools - Depreciation Fund**  
 Shickley, Nebraska  
**Statement of Assets, Liabilities, and Fund Balance**  
 As of May 31, 2025 and 2024

	2025	2024
Current Assets		
Depreciation Fund Checking	\$ 5,174.45	\$ 0.00
Depreciation Fund Savings	<u>232,114.86</u>	<u>0.00</u>
Total Current Assets	<u>237,289.31</u>	<u>0.00</u>
 Total Assets	 <u>\$ 237,289.31</u>	 <u>\$ 0.00</u>

**Liabilities and Fund Balance**

	2025	2024
Total Liabilities	<u>0.00</u>	<u>0.00</u>
Fund Balance		
Fund Balance	415,911.68	0.00
Net Income	<u>(178,622.37)</u>	<u>0.00</u>
Total Fund Balance	<u>237,289.31</u>	<u>0.00</u>
 Total Liabilities and Fund Balance	 <u>\$ 237,289.31</u>	 <u>\$ 0.00</u>

**Shickley Public Schools - Depreciation Fund**

Shickley, Nebraska

**Statement of Receipts and Disbursements**

For the 1 Month and 9 Months Ended May 31, 2025

	Current Month	Prior Year	Year to Date	Prior Year to Date	Total Fiscal Year Budget	% of Budget
<b>Receipts</b>						
Interest on Investments	\$ 152.52	\$ 0.00	\$ 2,026.23	\$ 0.00		
	<hr/>	<hr/>	<hr/>	<hr/>		
<b>Total Receipts</b>	<hr/> <b>152.52</b>	<hr/> <b>0.00</b>	<hr/> <b>2,026.23</b>	<hr/> <b>0.00</b>	<hr/> <b>102,000.00</b>	<hr/> <b>1.99%</b>
<b>Disbursements</b>						
Other Professional Services	0.00	0.00	73,635.00	0.00		
Rentals - Vehicles and Equipment	0.00	0.00	3,000.00	0.00		
Vehicles	0.00	0.00	96,000.00	0.00		
Technology-Related Hardware	0.00	0.00	8,013.60	0.00		
	<hr/>	<hr/>	<hr/>	<hr/>		
<b>Total Disbursements</b>	<hr/> <b>0.00</b>	<hr/> <b>0.00</b>	<hr/> <b>180,648.60</b>	<hr/> <b>0.00</b>	<hr/> <b>480,321.00</b>	<hr/> <b>37.61%</b>
<b>Net Income (Loss)</b>	<hr/> <b>\$ 152.52</b>	<hr/> <b>\$ 0.00</b>	<hr/> <b>\$ (178,622.37)</b>	<hr/> <b>\$ 0.00</b>		

Shickley Public Schools - Activities Fund

Shickley, Nebraska

Statement of Assets, Liabilities, and Fund Balance

As of May 31, 2025 and 2024

	2025	2024
Current Assets		
Activities Fund Checking	\$ 119,784.40	\$ 0.00
Total Current Assets	<u>119,784.40</u>	<u>0.00</u>
Total Assets	<u>\$ 119,784.40</u>	<u>\$ 0.00</u>

Liabilities and Fund Balance

	2025	2024
Total Liabilities	<u>0.00</u>	<u>0.00</u>
Fund Balance		
Fund Balance	<u>119,784.40</u>	<u>0.00</u>
Total Fund Balance	<u>119,784.40</u>	<u>0.00</u>
Total Liabilities and Fund Balance	<u>\$ 119,784.40</u>	<u>\$ 0.00</u>

**Shickley Public Schools - Activities Fund**

Shickley, Nebraska

**Statement of Receipts and Disbursements**

For the 1 Month and 9 Months Ended May 31, 2025

	Beginning Balance	Receipts	Transfers	Disbursements	Ending Balance
<b>Activities</b>					
Annual	\$ 12,364.10	\$ 4,960.00	\$ -	\$ (2,772.21)	\$ 14,551.89
Athletics	(8,446.73)	16,562.17	-	(25,472.93)	(17,357.49)
Athletics - Golf	205.00	-	-	-	205.00
Class of 2024	368.80	-	-	(368.80)	-
Class of 2025	4,039.82	2,372.80	-	(5,186.23)	1,226.39
Class of 2026	6,313.60	201.10	-	(4,006.19)	2,508.51
Class of 2027	7,460.00	-	-	-	7,460.00
Class of 2028	1,245.00	-	-	-	1,245.00
Class of 2029	830.00	-	-	(100.86)	729.14
Class of 2030	-	-	-	(26.08)	(26.08)
College Access	250.00	2,250.00	-	(727.09)	1,772.91
Concessions	2,311.30	12,270.24	-	(13,583.23)	998.31
Drama	2,581.18	2,360.73	-	(2,626.26)	2,315.65
Educators Rising	1,536.40	-	-	(687.00)	849.40
FBLA	5,140.77	843.53	-	(2,283.69)	3,700.61
FFA	(5,593.50)	32,518.23	4,238.91	(24,231.20)	6,932.44
Grants	32,192.13	7,700.00	(6,750.00)	(7,802.19)	25,339.94
Interest	488.91	290.85	(488.91)	-	290.85
Library	1,297.03	3,131.30	523.50	(3,329.37)	1,622.46
Music	12,410.70	1,095.00	-	(3,003.20)	10,502.50
National Honor Society	-	221.80	-	-	221.80
PBIS	1,349.90	-	(1,349.90)	-	-
Post Prom	112.61	1,500.00	-	(1,519.32)	93.29
School Culture	-	528.40	4,096.81	(1,905.99)	2,719.22
Special Projects	18,826.61	18,244.25	-	(13,349.12)	23,721.74
Speech	2,079.30	334.80	-	(2,409.09)	5.01
Striv	5,310.00	4,095.00	-	-	9,405.00
Student Council	3,516.36	201.10	-	(223.34)	3,494.12
Sunshine Committee	(253.09)	-	253.09	-	-
Swimming Pool	21,851.22	-	-	(11,890.00)	9,961.22
Teacher Scholarship	1,900.00	-	-	(500.00)	1,400.00
Wellness	1,749.99	4,315.00	(523.50)	(1,645.92)	3,895.57
<b>Total Activities</b>	<u>\$ 133,437.41</u>	<u>\$ 115,996.30</u>	<u>\$ -</u>	<u>\$ (129,649.31)</u>	<u>\$ 119,784.40</u>
<b>Activities Budget</b>	<u>\$ 135,477.00</u>	<u>\$ 280,000.00</u>	<u>\$ -</u>	<u>\$ 300,000.00</u>	<u>\$ 115,477.00</u>

Shickley Public Schools - Lunch Fund

Shickley, Nebraska

Statement of Assets, Liabilities, and Fund Balance

As of May 31, 2025 and 2024

	2025	2024
Current Assets		
Lunch Fund Checking	\$ <u>27,110.83</u>	\$ _____
Total Current Assets	<u>27,110.83</u>	_____
Total Assets	\$ <u><u>27,110.83</u></u>	\$ <u><u>19,705.86</u></u>

Liabilities and Fund Balance

	2025	2024
Total Liabilities	<u>0.00</u>	<u>0.00</u>
Fund Balance		
Fund Balance	24,596.23	
Net Income	<u>2,514.60</u>	<u>0.00</u>
Total Fund Balance	<u>27,110.83</u>	_____
Total Liabilities and Fund Balance	\$ <u><u>27,110.83</u></u>	\$ <u><u>19,705.86</u></u>

**Shickley Public Schools - Lunch Fund**

Shickley, Nebraska

**Statement of Receipts and Disbursements**

For the 1 Month and 9 Months Ended May 31, 2025

	Current Month	Prior Year	Year to Date	Prior Year to Date	Total Fiscal Year Budget	% of Budget
<b>Receipts</b>						
Interest on Investments	\$ 4.85	\$ 0.00	\$ 45.41	\$ 0.00		
Daily Sales - School Lunch	7,512.55	0.00	52,075.38	0.00		
Daily Sales - Non-Reimbursable Programs	993.20	0.00	7,097.60	0.00		
Federal Nutrition Programs	3,664.28	0.00	29,406.57	0.00		
Fund Transfers In	20,000.00	0.00	60,000.00	0.00		
	<hr/>	<hr/>	<hr/>	<hr/>		
<b>Total Receipts</b>	<u>32,174.88</u>	<u>0.00</u>	<u>148,624.96</u>	<u>0.00</u>	<u>255,000.00</u>	<u>58.28%</u>
<b>Disbursements</b>						
Salaries	8,630.55	0.00	57,344.68	0.00		
Additional Compensation	462.00	0.00	5,370.00	0.00		
Group Insurance	1,166.59	0.00	8,490.33	0.00		
Social Security	690.04	0.00	4,747.89	0.00		
Retirement	1,289.73	0.00	4,462.08	0.00		
General Supplies	0.00	0.00	163.50	0.00		
Food	4,420.80	0.00	65,402.27	0.00		
Dues & Fees	0.00	0.00	129.61	0.00		
	<hr/>	<hr/>	<hr/>	<hr/>		
<b>Total Disbursements</b>	<u>16,659.71</u>	<u>0.00</u>	<u>146,110.36</u>	<u>0.00</u>	<u>270,419.00</u>	<u>54.03%</u>
<b>Net Income (Loss)</b>	<u>\$ 15,515.17</u>	<u>\$ 0.00</u>	<u>\$ 2,514.60</u>	<u>\$ 0.00</u>		

Shickley Public Schools - Building Fund

Shickley, Nebraska

Statement of Assets, Liabilities, and Fund Balance

As of May 31, 2025 and 2024

	2025	2024
Current Assets		
Building Fund Checking	\$ 241.61	\$ 1,231.36
Building Fund Savings	544,025.67	213,481.08
County Treasurer Balance	<u>0.00</u>	<u>(214,712.44)</u>
Total Current Assets	<u>544,267.28</u>	<u>0.00</u>
Total Assets	<u>\$ 544,267.28</u>	<u>\$ 0.00</u>

Liabilities and Fund Balance

	2025	2024
Total Liabilities	<u>0.00</u>	<u>0.00</u>
Fund Balance		
Fund Balance	450,472.82	0.00
Net Income	<u>93,794.46</u>	<u>0.00</u>
Total Fund Balance	<u>544,267.28</u>	<u>0.00</u>
Total Liabilities and Fund Balance	<u>\$ 544,267.28</u>	<u>\$ 0.00</u>

**Shickley Public Schools - Building Fund**  
 Shickley, Nebraska  
**Statement of Receipts and Disbursements**  
 For the 1 Month and 9 Months Ended May 31, 2025

	Current Month	Prior Year	Year to Date	Prior Year to Date	Total Fiscal Year Budget	% of Budget
<b>Receipts</b>						
Taxes Levied by the School	\$ 56,369.63	\$ 0.00	\$ 141,704.26	\$ 0.00		
Public Power District Sales Tax	0.00	0.00	150.79	0.00		
Penalties and Interest on Taxes	0.00	0.00	141.51	0.00		
Other Taxes Levied by the School	39,731.24	0.00	79,462.48	0.00		
Interest on Investments	339.93	0.00	2,861.45	0.00		
Homestead Exemption	105.08	0.00	312.32	0.00		
Property Tax Credit	18,832.78	0.00	37,665.56	0.00		
Pro-Rate Motor Vehicle	8.96	0.00	368.23	0.00		
	<hr/>	<hr/>	<hr/>	<hr/>		
<b>Total Receipts</b>	<u>115,387.62</u>	<u>0.00</u>	<u>262,666.60</u>	<u>0.00</u>	<u>311,617.00</u>	<u>84.29%</u>
<b>Disbursements</b>						
Buildings	45,000.00	0.00	90,000.00	0.00		
Furniture & Fixtures	0.00	0.00	11,711.75	0.00		
Technology Hardware	0.00	0.00	67,160.39	0.00		
	<hr/>	<hr/>	<hr/>	<hr/>		
<b>Total Disbursements</b>	<u>45,000.00</u>	<u>0.00</u>	<u>168,872.14</u>	<u>0.00</u>	<u>776,005.00</u>	<u>21.76%</u>
<b>Net Income (Loss)</b>	<u>\$ 70,387.62</u>	<u>\$ 0.00</u>	<u>\$ 93,794.46</u>	<u>\$ 0.00</u>		

Shickley Public Schools - QCPUF Fund

Shickley, Nebraska

Statement of Assets, Liabilities, and Fund Balance

As of May 31, 2025 and 2024

	2025	2024
Current Assets		
QCPUF Savings	\$ 261,152.14	\$ 230,605.82
Total Current Assets	<u>261,152.14</u>	<u>230,605.82</u>
Total Assets	<u>\$ 261,152.14</u>	<u>\$ 230,605.82</u>

Liabilities and Fund Balance

	2025	2024
Total Liabilities	<u>0.00</u>	<u>0.00</u>
Fund Balance		
Fund Balance	287,675.27	230,605.82
Net Income	<u>(26,523.13)</u>	<u>0.00</u>
Total Fund Balance	<u>261,152.14</u>	<u>230,605.82</u>
Total Liabilities and Fund Balance	<u>\$ 261,152.14</u>	<u>\$ 230,605.82</u>

**Shickley Public Schools - QCPUF Fund**  
 Shickley, Nebraska  
**Statement of Receipts and Disbursements**  
 For the 1 Month and 9 Months Ended May 31, 2025

	Current Month	Prior Year	Year to Date	Prior Year to Date	Total Fiscal Year Budget	% of Budget
<b>Receipts</b>						
Taxes Levied by the School	\$ 44,670.21	\$ 0.00	\$ 113,235.75	\$ 0.00		
Public Power District Sales Tax	0.00	0.00	119.50	0.00		
Penalties & Interest on Taxes	0.00	0.00	116.59	0.00		
Interest on Investments	147.01	0.00	1,267.40	0.00		
Other Taxes Levied by the School	31,485.13	0.00	62,970.26	0.00		
Homestead Exemption	83.27	0.00	246.13	0.00		
Property Tax Credit	14,924.09	0.00	29,848.18	0.00		
Pro-Rate Motor Vehicle	7.10	0.00	298.06	0.00		
	<hr/>	<hr/>	<hr/>	<hr/>		
<b>Total Receipts</b>	<u>91,316.81</u>	<u>0.00</u>	<u>208,101.87</u>	<u>0.00</u>	<u>246,372.00</u>	<u>84.47%</u>
<b>Disbursements</b>						
Debt Related Expenses	0.00	0.00	210.00	0.00		
Redemption of Principal	1,762.50	0.00	231,762.50	0.00		
Interest on Long Term Debt	200.00	0.00	2,652.50	0.00		
	<hr/>	<hr/>	<hr/>	<hr/>		
<b>Total Disbursements</b>	<u>1,962.50</u>	<u>0.00</u>	<u>234,625.00</u>	<u>0.00</u>	<u>244,400.00</u>	<u>96.00%</u>
<b>Net Income (Loss)</b>	<u>\$ 89,354.31</u>	<u>\$ 0.00</u>	<u>\$ (26,523.13)</u>	<u>\$ 0.00</u>		

# Accounts

<b>GENERAL FUND</b> XX3840	Available balance <b>\$3,338,694.05</b>
<b>GENERAL FUND SAVINGS</b> XXXX5040	Available balance <b>\$113,787.90</b>
<b>BUILDING FUND</b> XXX0725	Available balance <b>\$241.61</b>
<b>BUILDING FUND SAVINGS</b> XX8121	Available balance <b>\$545,277.76</b>
<b>DEPRECIATION FUND</b> XXX4158	Available balance <b>\$5,174.45</b>
<b>DEPRECIATION FUND SAVINGS</b> XX0614	Available balance <b>\$232,114.86</b>
<b>LUNCH FUND</b> XX0648	Available balance <b>\$27,148.83</b>
<b>ACTIVITIES FUND</b> XX3527	Available balance <b>\$120,082.40</b>
<b>QCPUF FUND SAVINGS</b> XX1116	Available balance <b>\$262,124.35</b>

# Claims and Bills Report

June 16, 2025

**Shickley Public Schools - General Fund**  
**School - ESSA Bills**  
 General Fund Checking  
 June 1, 2025 - June 30, 2025

Date	Ref	Account #	Account Description	Name	Description	Amount
06/01/25	OMNIFY	01-2-02510-810-000	Dues & Fees	Omnify Benefits	Omnify Benefits Charge	3.00
						<u>3.00</u>
06/10/25		01-2-02510-315-000	Accounting/Auditing Services	Krista Hamburger, CPA	Accounting/Payroll Services	1,950.00
						<u>1,950.00</u>
06/16/25		01-2-02610-520-000	Insurance	EMC Insurance	Insurance Payment	8,727.30
						<u>8,727.30</u>
06/16/25		01-2-02710-626-000	Fuels	Wex Bank	Transportation Fuel	2,313.25
06/16/25		01-2-02712-626-000	Fuels	Wex Bank	Transportation Fuel - SPED	534.28
						<u>2,847.53</u>
06/16/25	37847	01-2-01100-610-000	General Supplies	5 Loaves Market & Bakery	General Food	587.71
06/16/25	37847	01-2-01190-610-002	General Supplies	5 Loaves Market & Bakery	Daycare Food	432.56
06/16/25	37847	01-2-03300-610-000	General Supplies	5 Loaves Market & Bakery	Ballfield Supplies	63.35
						<u>1,083.62</u>
06/16/25	37848	01-2-01100-734-000	Technology Related Hardware	Apple, Inc	Mac Books	11,687.00
						<u>11,687.00</u>
06/16/25	37849	01-2-01200-569-000	Tuition - Other	Boys Town - Father Flanagan's Boys Home	SPED Tuition	5,200.00
						<u>5,200.00</u>
06/16/25	37850	01-2-02680-410-000	Utility Services	Burton Enterprises	Trash Service	170.00
						<u>170.00</u>
06/16/25	37851	01-2-03300-330-000	Employee Training & Development	City of Edgar	Lifeguard Training	995.00
						<u>995.00</u>
06/16/25	37852	01-2-01100-530-000	Communications	Clay County Clerk	Election Costs	173.68
						<u>173.68</u>
06/16/25	37853	01-2-02230-432-000	Technology Related Repairs & Maintenance	DAS State Accounting	Data Service	292.87
						<u>292.87</u>
06/16/25	37854	01-2-03300-610-000	General Supplies	Deterdings Pool & Spa	Pool Supplies	2,315.00
						<u>2,315.00</u>
06/16/25	37855	01-2-01100-734-000	Technology Related Hardware	DHE Computer Systems	Chrome Books	7,139.00
						<u>7,139.00</u>

**Shickley Public Schools - General Fund**  
**School - ESSA Bills**  
 General Fund Checking  
 June 1, 2025 - June 30, 2025

Date	Ref	Account #	Account Description	Name	Description	Amount
06/16/25	37856	01-2-01100-610-000	General Supplies	Eakes Office Solutions	Janitorial Supplies	160.51
						<u>160.51</u>
06/16/25	37857	01-2-02580-810-000	Dues & Fees	Educational Service Unit #6	Technology Hosted Services	73.43
06/16/25	37857	01-2-02230-432-002	Technology Related Repairs & Maintenance	Educational Service Unit #6	Technology Contracted Services	2,228.67
06/16/25	37857	01-2-02213-330-001	Employee Training & Development	Educational Service Unit #6	Professional Development Workshop Fee	70.00
06/16/25	37857	01-2-01200-610-000	General Supplies	Educational Service Unit #6	Crave	60.00
						<u>2,432.10</u>
06/16/25	37858	01-2-02190-340-000	Other Professional Services	Fillmore County Hospital	District - Contracted Services	2,500.00
						<u>2,500.00</u>
06/16/25	37859	01-2-02620-610-000	General Supplies	Frieden Electric	Field Lights	1,600.00
06/16/25	37859	01-2-03300-350-000	Technical Services	Frieden Electric	Ballfield	7,510.35
						<u>9,110.35</u>
06/16/25	37860	01-2-02610-621-000	Utility Energy Services	Galyen Energy	Propane	652.54
						<u>652.54</u>
06/16/25	37861	01-2-01100-610-000	General Supplies	Geneva Floral	Graduation Flowers	200.00
						<u>200.00</u>
06/16/25	37862	01-2-02163-340-002	Other Professional Services	GO Physical Therapy, LLC	OT Rehab Services - 0-2	56.25
06/16/25	37862	01-2-02161-340-002	Other Professional Services	GO Physical Therapy, LLC	OT Rehab Services - Elementary	2,437.05
06/16/25	37862	01-2-02161-340-001	Other Professional Services	GO Physical Therapy, LLC	OT Rehab Services - Secondary	2,030.95
06/16/25	37862	01-2-02173-340-002	Other Professional Services	GO Physical Therapy, LLC	PT Rehab Services - 0-2	37.50
06/16/25	37862	01-2-02171-340-002	Other Professional Services	GO Physical Therapy, LLC	PT Rehab Services - Elementary	474.85
06/16/25	37862	01-2-02171-340-001	Other Professional Services	GO Physical Therapy, LLC	PT Rehab Services - Secondary	168.75
06/16/25	37862	01-2-02151-340-001	Other Professional Services	GO Physical Therapy, LLC	SLP Rehab Services - Secondary	170.35
06/16/25	37862	01-2-02182-340-002	Other Professional Services	GO Physical Therapy, LLC	Vision Services - 3-5	36.90
06/16/25	37862	01-2-02181-340-002	Other Professional Services	GO Physical Therapy, LLC	Vision Services - Elementary	950.70
						<u>6,363.30</u>
06/16/25	37863	01-2-01100-550-000	Printing & Binding	Hometown Leasing	Copier Lease	1,630.42
						<u>1,630.42</u>
06/16/25	37864	01-2-01100-640-002	Books & Periodicals	Houghton Mifflin Company	Books	213.67
						<u>213.67</u>
06/16/25	37865	01-2-02580-530-000	Communications	Intermedia	Telephone	55.16
						<u>55.16</u>

**Shickley Public Schools - General Fund**  
**School - ESSA Bills**  
 General Fund Checking  
 June 1, 2025 - June 30, 2025

Date	Ref	Account #	Account Description	Name	Description	Amount
06/16/25	37866	01-2-02730-431-000	Non-Technology Repairs & Maintenance	Jim's Repair	Auto Repairs	1,106.09
06/16/25	37866	01-2-02732-431-000	Non-Technology Repairs & Maintenance	Jim's Repair	Auto Repairs - SPED	1,412.88
						<u>2,518.97</u>
06/16/25	37867	01-2-02610-350-000	Technical Services	Kelch Plumbing	Plumbing Repairs & Maintenance	177.00
						<u>177.00</u>
06/16/25	37868	01-2-02330-317-000	Contracted Legal Services	KSB School Law	Legal Services	240.00
						<u>240.00</u>
06/16/25	37869	01-2-02640-431-000	Non-Technology Repairs & Maintenance	Lee's Refrigeration	Walk In Freezer	4,673.34
						<u>4,673.34</u>
06/16/25	37870	01-2-01100-610-000	General Supplies	Matheson Tri-Gas, Inc.	Welding	298.27
						<u>298.27</u>
06/16/25	37871	01-2-02620-431-000	Non-Technology Repairs & Maintenance	Midwest Floor Specialists	Gym Floors	1,965.00
						<u>1,965.00</u>
06/16/25	37872	01-2-02640-431-000	Non-Technology Repairs & Maintenance	Mighty Ducts	Kitchen Exhaust	675.00
06/16/25	37872	01-2-03300-431-000	Non-Technology Repairs & Maintenance	Mighty Ducts	Swimming Pool	1,000.00
						<u>1,675.00</u>
06/16/25	37873	01-2-01100-610-000	General Supplies	National Orphan Train	Field Trip	50.00
						<u>50.00</u>
06/16/25	37874	01-1-03551-000-000	Career Education	NDE - Office of Budget and Grants Management	Grant Return	566.00
						<u>566.00</u>
06/16/25	37875	01-2-02213-320-001	Professional Educational Services	Nebraska Ag Educators Association	Professional Fees	275.00
						<u>275.00</u>
06/16/25	37876	01-2-02310-540-000	Advertising	Nebraska Signal	Board Proceedings	77.34
						<u>77.34</u>
06/16/25	37877	01-2-02230-643-001	Web/Cloud Based Software	Newzbrain	NewzBrain Software	299.00
						<u>299.00</u>
06/16/25	37878	01-2-02640-431-000	Non-Technology Repairs & Maintenance	Nick's Farm Store	Mower Service	39.78
						<u>39.78</u>
06/16/25	37879	01-2-02630-350-000	Technical Services	Noel Lawn Care	Application	495.75
						<u>495.75</u>

**Shickley Public Schools - General Fund**  
**School - ESSA Bills**  
 General Fund Checking  
 June 1, 2025 - June 30, 2025

Date	Ref	Account #	Account Description	Name	Description	Amount
						<u>495.75</u>
06/16/25	37880	01-2-01100-610-000	General Supplies	NWEA	MAP Testing	2,335.00
						<u>2,335.00</u>
06/16/25	37881	01-2-01100-610-001	General Supplies	On to College	ACT Prep	1,426.00
						<u>1,426.00</u>
06/16/25	37882	01-2-02670-340-000	Other Professional Services	One Source	Background Check	24.00
						<u>24.00</u>
06/16/25	37883	01-2-01100-610-000	General Supplies	Pawnee Indian Museum	Field Trip	50.00
						<u>50.00</u>
06/16/25	37884	01-2-01100-610-000	General Supplies	Quill	Supplies	22.04
						<u>22.04</u>
06/16/25	37885	01-2-02640-431-000	Non-Technology Repairs & Maintenance	Rapid Fire Protection	Hood Inspection	221.00
						<u>221.00</u>
06/16/25	37886	01-2-02620-610-000	General Supplies	Shickley Lumber Company	Tools	340.72
						<u>340.72</u>
06/16/25	37887	01-2-01100-610-000	General Supplies	Staples	Office Supplies	702.29
						<u>702.29</u>
06/16/25	37888	01-2-01100-640-002	Books & Periodicals	Studies Weekly	Subscription	169.40
						<u>169.40</u>
06/16/25	37889	01-2-02620-350-000	Technical Services	Sutton Electric	Electrical Repairs	2,772.32
						<u>2,772.32</u>
06/16/25	37890	01-2-02620-431-000	Non-Technology Repairs & Maintenance	Trane, U.S. Inc.	Repairs	683.50
						<u>683.50</u>
06/16/25	37891	01-2-02230-432-000	Technology Related Repairs & Maintenance	Unite Private Networks	Internet	428.98
						<u>428.98</u>
06/16/25	37892	01-2-02130-610-000	General Supplies	US Bank	Medical Supplies	29.99
06/16/25	37892	01-2-01190-610-002	General Supplies	US Bank	Daycare Supplies	178.06
06/16/25	37892	01-2-01100-610-000	General Supplies	US Bank	Supplies	6,587.12
06/16/25	37892	01-2-02630-610-000	General Supplies	US Bank	Maintenance Supplies	24.99

**Shickley Public Schools - General Fund**

**School - ESSA Bills**

General Fund Checking

June 1, 2025 - June 30, 2025

Date	Ref	Account #	Account Description	Name	Description	Amount
06/16/25	37892	01-2-01200-320-000	Professional Educational Services	US Bank	Special Ed Conference	300.00
06/16/25	37892	01-2-02212-320-002	Professional Educational Services	US Bank	Curriculum Development	750.00
						<u>7,870.16</u>
06/16/25	37893	01-2-03300-890-000	Miscellaneous Expenditures	Village of Shickley	SPS Pool Purchase	50,000.00
						<u>50,000.00</u>
06/16/25	37894	01-2-02680-410-001	Utility Services	Village of Shickley	Utilities - Secondary	1,075.39
06/16/25	37894	01-2-02680-410-002	Utility Services	Village of Shickley	Utilities - Elementary	1,754.58
06/16/25	37894	01-2-02680-410-001	Utility Services	Village of Shickley	Utilities - Greenhouse	365.22
06/16/25	37894	01-2-03300-410-000	Utility Services	Village of Shickley	Utilities - Pool	493.50
						<u>3,688.69</u>
06/16/25	37895	01-2-01100-610-000	General Supplies	VVS Canteen	Lounge Supplies	60.02
						<u>60.02</u>
06/16/25	37896	01-2-03300-530-000	Communications	Windstream	Telephone - Pool	5.30
						<u>5.30</u>
06/16/25	37897	01-2-02680-490-000	Other Purchased Property Services	Woodward's Disposal Service	Document Disposal	33.50
						<u>33.50</u>
06/16/25	37898	01-2-02610-441-000	Rentals of Land & Buildings	WP Properties, LLC	Storage Rent	170.00
						<u>170.00</u>
06/17/25		01-2-02570-291-000	Other Benefits - Teachers/Professionals	Shickley Public School - Lunch Fund	Reimbursement for Adult Meals	580.00
						<u>580.00</u>

Total Paid 150,835.42

Check count = 57

**Shickley Public Schools - Lunch Fund  
School - ESSA Bills**

Lunch Fund Checking  
June 1, 2025 - June 30, 2025

Date	Ref	Account #	Account Description	Name	Description	Amount
06/16/25	8029	06-2-03100-630-000	Food	5 Loaves Market & Bakery	Food Supplies	61.11
						<u>61.11</u>
06/16/25	8030	06-2-03100-630-000	Food	Cashwa Distribution	Food Supplies	790.68
						<u>790.68</u>
06/16/25	8031	06-2-03100-630-000	Food	Hiland Dairy	Food Supplies	766.87
						<u>766.87</u>
06/16/25	8032	06-2-03100-110-000	Salaries - Non-Instructional	Shickley Public School - General Fund	Regular Wages	4,429.61
06/16/25	8032	06-2-03100-120-000	Salaries - Temporary - Non-Instructional	Shickley Public School - General Fund	Temporary Wages	109.60
06/16/25	8032	06-2-03100-130-000	Salaries - Overtime - Non-Instructional	Shickley Public School - General Fund	Overtime Wages	71.28
06/16/25	8032	06-2-03100-150-000	Additional Compensation - Non-Instructional	Shickley Public School - General Fund	Sick/PTO Wages	1,154.00
06/16/25	8032	06-2-03100-210-000	Group Insurance - Non-Instructional	Shickley Public School - General Fund	Health Insurance	990.74
06/16/25	8032	06-2-03100-220-000	Social Security - Non-Instructional	Shickley Public School - General Fund	FICA	435.47
06/16/25	8032	06-2-03100-230-000	Retirement - Non-Instructional	Shickley Public School - General Fund	Retirement	375.25
						<u>7,565.95</u>
06/16/25	8033	06-2-03100-630-000	Food	US Foods	Food Supplies	902.45
						<u>902.45</u>

Total Paid 10,087.06

Check count = 5

**Shickley Public Schools - Building Fund**

**School - ESSA Bills**

Building Fund Checking  
June 1, 2025 - June 30, 2025

Date	Ref	Account #	Account Description	Name	Description	Amount
						50,000.00
06/16/25	1710	08-2-02620-720-000	Buildings	Facility Advocates	HVAC Payment	50,000.00
						<u>50,000.00</u>

Total Paid 0.00

Check count = 2

# Payroll Summary Report

June 16, 2025

**Shickley Public Schools - General Fund**

**Payroll Cash Requirements**

June 20, 2025

Description	Amount	Total
<b>Cash Required for Net Pay and Electronic Funds Transfer (EFT)</b>		
Net Pay Distributions		
Net Direct Deposits	141,911.29	
Net Pay		141,911.29
Employee Taxes		
FICA-SS	11,842.16	
FICA-MED	2,769.56	
FIT	9,331.25	
Nebraska SIT	5,780.71	
Employer Taxes		
ERFICA-SS	11,842.16	
ERFICA-MED	2,769.56	
Taxes Total		44,335.40
Payroll Total		186,246.69
<b>Cash Required for Balance of Payroll</b>		
<u>Employee Deductions</u>		
DENTAL	784.63	
HSA	1,410.00	
125 PLAN	1,423.81	
VISION	334.71	
LEGAL	215.50	
DISABILITY - POST-TAX	279.61	
ACCIDENT - PRE-TAX	119.60	
ACCIDENT - POST-TAX	254.02	
WHOLE LIFE	223.32	
RETIREMENT	17,620.31	
PURCHASE OF SERV	346.94	
GARNISHMENT	169.30	
DUE TO SCHOOL	258.48	
<u>Employer Contributions</u>		
HEALTH INSURANCE	40,876.91	
SCHOOL DENTAL	898.46	
SCHOOL RETIREMENT	17,796.92	
Payroll Total		83,012.52
<b>Cash Required for Billing Detail</b>		
	Qty	
Payroll Fees		
Direct Deposit Fee	68	136.00
Total Payroll Fees		136.00
<b>Total Cash Required</b>		<b>269,395.21</b>

**Shickley Public Schools - General Fund**

**Payroll Liabilities Paid**

June 1, 2025 - June 30, 2025

Date	Ref	Name	Description	Amount
06/16/25		Colonial Life	Other Withholdings	876.55
				<u>876.55</u>
06/16/25	37843	Ameritas	Medical/Dental Withholding	334.71
				<u>334.71</u>
06/16/25	37844	Blue Cross Blue Shield	Medical/Dental Withholding	42,560.00
				<u>42,560.00</u>
06/16/25	37845	First Concord Benefits Group	125 Plan Withholding	1,423.81
06/16/25	37845	First Concord Benefits Group	Dues & Fees	35.00
				<u>1,458.81</u>
06/16/25	37846	Pre-Paid Legal Services	Pre-Paid Legal Withholding	215.50
				<u>215.50</u>
06/20/25		Internal Revenue Service	FICA Withholding	29,223.44
06/20/25		Internal Revenue Service	Federal Withholding	9,331.25
				<u>38,554.69</u>
06/20/25		Nebraska Department of Revenue	State Withholding	5,780.71
				<u>5,780.71</u>
06/20/25		Heartland Bank	HSA Withholding	1,410.00
				<u>1,410.00</u>
06/20/25		Nebraska Public Employees Retirement Systems	Retirement Withholding	35,764.17
				<u>35,764.17</u>
				<u>126,955.14</u>
			<b>Total Paid</b>	<b>126,955.14</b>

Check count = 9

## RESIDENT STUDENTS

Children who are residents of the school district community will attend the school district without paying tuition. Students whose residency in the district ceases during a school year may continue attending school for the remainder of the school year without payment of tuition.

The residence of a student means the place, abode, or dwelling of the student. Generally, the legal dwelling of minors is the same as their parents. However, a student may establish a dwelling with someone other than the parents and attend public school in the school district without paying tuition if the primary purpose for residing in the school district is not for the purpose of obtaining a free public education.

Any student who is a ward of the state or court, or who is residing in a residential setting in the district for reasons other than to receive an education shall be provided educational services in accordance with state statute 79-215 including such reimbursement to the district as may be due under the statute.

Children of military families may enroll preliminarily in the district if a parent presents evidence of military orders that the military family will be stationed in this state during the current or following school year. Such preliminary enrollment or advanced enrollment for a child of a military family shall also apply if such child has an individualized family service plan, has an IEP under the federal IDEA, receives special accommodations or services under section 504, or receives special education as defined in section 79-1125. A student of a military family shall be admitted to the school district without charge upon arrival in Nebraska.

When any person is on active duty as a member of the United States Army, Navy, Marine Corps, or Air Force in the State of Nebraska and is residing on federally owned property, any child of school age of that active duty member who also resides on that property shall be considered a resident of the school district where that property is located in accordance with the statutes. This also applies to children of parents employed by the federal government and residing with their parents on the property of national parks or national monuments within this state.

Each case involving the determination of residence of a student will be decided upon its individual merits by the superintendent. Payment of tuition will not be required in cases where the resident student would otherwise be denied free common school privileges. The burden of proof to supply the necessary documents to demonstrate legal residence shall rest with the person claiming legal residence in the district. The superintendent shall determine the specific documents required for collecting enrollment, admission, and related information needed for any student to attend and they may be provided through electronic means or other means specified by the Nebraska Department of Education.

Approved

Reviewed

Revised

Legal Reference:           Neb. Statute 79-215  
                                  Neb. Statute 79-1125  
                                  IDEA, 20 U.S.C. 1400 et seq.  
                                  Section 504, Rehabilitation Act of 1973, 29 U.S.C. 794

Cross Reference:           101   District Organization and Basic Commitments  
                                  503   Student Attendance  
                                  801   Transportation

## NONRESIDENT STUDENTS/OPTION ENROLLMENT

Students who are eligible to attend a Nebraska public school but who are not legal residents of the school district may be admitted into the school district in accordance with the option enrollment program authorized by state statutes. Option enrollment students shall be accepted without charge. The option shall be available once during elementary school, once during middle school or junior high school, and once during high school for a total of three times.

**Applications:** Application for option enrollment should be made between September 1 and March 15 for enrollment during the following and subsequent school years. Upon agreement of the school boards of the resident district and the option (receiving) district, deadlines for application and approval of the option may be waived. Following the March 15 deadline, applications requesting admittance must contain a release approval from the resident school district, or if the student is an option student at the time of such application and applying to become an option student at a subsequent option school district, a release approval from the option school district the student is attending at the time of such application. [See policy 502.01 for preliminary enrollment of children of military families.](#)

**When No Release Approval is Required:** The application for option enrollment does not require a release from the resident district or the option school district the student is attending at the time of such application, and the receiving district the student is applying to attend has forty-five days to issue acceptance or rejection if:

1. after February 1 the student relocated to a different resident district; or
2. the student's option district merged with another district effective after February 1, and;
3. the student's attendance would occur during the next immediate and subsequent school years.

**Initial Decision for Acceptance or Rejection:** The option school district the student is applying to attend shall provide the resident school district, and if applicable, the option school district the student is attending at the time of such application, with the name of the applicant on or before April 1 or, in the case of an application submitted after March 15, within sixty days after submission. If the district rejects an application for a student to option in or out, the district will provide notification by certified mail to the parent/guardian of the specific reasons for rejection including a description of services and accommodations required that the district does not have the capacity to provide, and the process for appealing the decision to the State Board of Education.

**Attendance at Option District:** In general, the option student shall attend the option district until graduation unless the student relocates in a different resident school district, transfers to a private or parochial school, or chooses to return to the resident school

Approved \_\_\_\_\_ Reviewed \_\_\_\_\_ Revised \_\_\_\_\_

district, or options into a subsequent option school district, except that no student may use the enrollment option program other than as provided in state statutes.

No option student shall attend an option school for less than one year unless the student relocates to a different resident school district, completes requirements for graduation prior to the end of his or her senior year, transfers to a private or parochial school, or upon mutual agreement of the resident and option school districts cancels the enrollment option and returns to the resident school district or the previous option school district the student was attending immediately prior.

**Setting Standards for Acceptance or Rejection of an Option Request:** The board shall adopt a resolution and publish its specific standards for acceptance and rejection of applications as an option school prior to October 15 of each school year for the next school year. Standards will conform to those set forth by state statute. These may include the capacity of a program, class, grade level, or school building.

The board shall also adopt standards and conditions for acceptance or rejection of a request for release of a resident student submitting an option application after March 15. Such standards shall not include the failure to meet the March 15 deadline.

Capacity for the district's special education services shall be determined on a case-by-case basis as determined by the Director of Special Education or designee. If the district receives an option enrollment application indicating the student has an individualized education program under the Individuals with Disabilities Education Act or may be eligible to receive special education or related services, it shall be evaluated to determine if the appropriate class, grade level, or school building in the district has the capacity to provide the student with the appropriate services and accommodations.

The standards shall not include previous academic achievement, athletic or other extracurricular ability, disabilities, proficiency in the English language, or previous disciplinary proceedings except as allowed by law.

**Option Priorities:** An option district shall give first priority for enrollment to siblings of option students within the requirements of state statutes. The board shall follow statutes regarding the application of a student who relocates in a different district but wants to continue attending his or her original resident district or current option district.

**Acceptance or Rejection Procedures:** The option district shall notify the parent/guardian and the resident district whether the application is accepted or rejected within sixty days after submission. False or substantively misleading information submitted by a parent/guardian on an application to an option district may be cause for the option district to reject a previously accepted application prior to the student's attendance.

If an application is rejected by the option school district or if the resident school district rejects a request for release, the rejecting school district shall provide written notification to the parent or guardian stating (a) the specific reasons for the rejection including, for students with an individualized education program under the Individuals with Disabilities Education Act, or with a diagnosed disability as defined in section 79-1118.01, a description of services and accommodations required that the school district does not have the capacity to provide, and (b) the process for appealing such rejection to the State Board of Education. Such notification shall be sent by certified mail.

The parent or legal guardian may appeal a rejection to the State Board of Education by filing a written request, together with a copy of the rejection notice, with the State Board of Education. Such request and copy of the notice must be received by the board within thirty days after the date the notification of the rejection was received by the parent or legal guardian. The hearing shall be held in accordance with the Administrative Procedure Act and shall determine whether the procedures of sections 79-234 to 79-241 have been followed. Any rejection based upon capacity limitations established under section 79-238 shall be the responsibility of the school district to prove in any appeal filed with the state board.

**Reporting to the Department of Education:** The district shall provide to NDE required information relating to all applications rejected by the option school district. Such information shall include, but not be limited to, (a) the number of applications rejected in each public school in such district, (b) an explanation why each application was rejected, and (c) whether each application for option enrollment indicated that the student had an individualized education program under the Individuals with Disabilities Education Act or had been identified as a student with a disability as defined in section 79-1118.01.

**Nonresident Students:** Nonresident students not going through option enrollment may also be admitted under a contract with the student's resident district at the discretion of the superintendent upon application and payment of tuition as stated in the contract. The tuition rate shall be the current per-pupil cost of the school district as computed by the superintendent.

Students whose residency in the district ceases during a school year may continue attending school for the remainder of the school year without payment of tuition.

**Transportation:** The district may choose to provide transportation to the option student in the same manner as for resident students and may choose whether or not to charge the parents of those option students a fee to recover the district's costs for the transportation. All option students who qualify for free lunches are eligible for either free transportation or the reimbursement of transportation costs from the school district as provided by state statute. Students receiving special education services shall receive transportation services as provided in the student's Individualized Education Plan.



## REGULATED CELL PHONES AND OTHER ELECTRONIC COMMUNICATION DEVICES

~~Carrying a cellphone/~~The District prohibits the use of cell phones or other electronic communication devices by students while on school property or attending a school instructional function except as provided otherwise below. Violation of this policy may include disciplinary measures under the district's student conduct policies up to and including suspension or expulsion.

~~Other electronic communication device in the school building is~~means any device which transmits by electronic means any writing, sound, visual image, or data of any nature to another electronic communication device. This includes personally owned electronic tablets, "smart" watches, earbuds, headphones, and gaming devices. The term "electronic communication device" includes a privilege, cell phone.

~~Students are not prohibited from using an electronic communication device while on school property or attending a~~right. Cellphones (including ear buds or other communication accessories) may be not used school instructional function under any of the following circumstances:

1. When required by a student's individualized education program developed under the Special Education Act and its rules and regulations or a plan developed under section 504 of federal statutes;
- ~~1.2.~~When authorized by the District for educational purposes during class instructional time except when approved by the teacher as part of a specific class activity or school project.;

~~Any prohibited items or devices brought to school or school events may be confiscated by district staff. Prohibited items will be turned over to the student's parents or guardian on request unless the object seized is dangerous, contrary to law, or has been turned over to legal authorities.~~

~~Prohibited devices shall include any item which is sufficiently annoying, offensive, unpleasant, or obnoxious that it substantially interferes with or materially disrupts the educational process. Students shall be advised annually through the Student Handbook of items that are prohibited on school grounds or at school activities.~~

3. In the case of an emergency or perceived threat of danger;
4. When necessary to monitor or manage a student's health care; or
5. When appropriate under District policies or otherwise allowed by an appropriate school employee.

In addition to any prohibitions on electronic communication devices ~~defined in the student handbook~~stated above, students shall not use ~~electronics~~such devices for recording or transmitting photographs, images or sounds of other persons without direct administrative approval and consent of all person(s) being recorded, other than the recording of persons participating in school activities that are open to the public. Students

shall not use electronic devices at any time where there is an expectation of privacy.  
~~Violations of this policy may result in disciplinary action, including, but not limited to, suspension and expulsion from school.~~

This policy does not authorize monitoring, collecting, or otherwise accessing any information on an electronic communication device not owned by or provided for academic use by the school district.

Rules for confiscation of prohibited devices, returning of confiscated devices, and disciplinary measures will be published in the student handbook.

The development of this policy shall include stakeholder participation from students, parents, and educators in each community. It shall be the responsibility of the superintendent, in conjunction with the principal, to implement this policy.

Legal Reference:     Rehabilitation Act of 1973, 29 U.S.C. 794  
                              2025 Neb. Legislative session LB140

Cross Reference:     504.03 Student Conduct  
                              505     Student Discipline

Approved \_\_\_\_\_ Reviewed \_\_\_\_\_ Revised \_\_\_\_\_

## STUDENT ACTIVITY ELIGIBILITY

Participation in school activities is a privilege. School activities provide the benefits of promoting additional interests and ~~ability~~abilities in the students during their school years and for their lifetime.

However, students who participate in extracurricular activities serve as ambassadors of the school district throughout the calendar year, whether away from school or at school. Students wanting to participate in school activities must meet the requirements set out by the school district for participation in the activity and must conduct themselves in accordance with student conduct policies. Violations of district policies may result in the loss of some or all extracurricular eligibility.

Student activity events must be approved by the superintendent unless they involve unusual travel expense, in which case the board also will take action. The events must not disrupt the education program or other school district operations.

Participation in interscholastic sports designated as male or female only shall be limited according to statutes. Eligibility requirements as published by the Nebraska School Activities Association (NSAA) shall be observed by all students. Participating students shall follow Policy 506.10 Student Physicals for Athletes. Additional eligibility requirements may be imposed by the school district at the board's discretion.

Such eligibility requirements shall include good citizenship, acceptable academic standing, parental permission and good health (sports only). All eligibility requirements shall be published in applicable student/parent handbooks.

~~*{The student must maintain satisfactory conduct, as determined by the building principal. (In any event, if the student is convicted of, or is found to have committed, a felony or a delinquent act which would have been a felony if committed by an adult, regardless of whether actual court judgment is withheld, the student should be disqualified from participation in interscholastic extracurricular activities.)}*~~

Any student who is sanctioned or is found by the school district or NSAA to be ineligible to participate in any extra curricular activity may appeal the sanction or finding in accordance with the student ~~due process policy~~conduct policy. Visitors attending these activities must follow Policy 1005.08 Public Conduct on School Premises.

It shall be the responsibility of the superintendent to implement this policy.

Legal Reference:                   20 U.S.C. Sect.1681-1683; 1685-1686 (1994).  
  34 C.F.R. Pt. 106.41 (1993)  
  Neb Statute 79-296  
  79-443

Approved \_\_\_\_\_ Reviewed \_\_\_\_\_ Revised \_\_\_\_\_

2025 Neb. Legislature LB89

Cross Reference:      502    Student Attendance  
                                 504    Student Rights and Responsibilities  
                                 505    Student Discipline  
506.10 Student Physicals for Athletes  
                                 508    Student Health and Well-Being  
1005.08 Public Conduct

## STUDENT PHYSICALS FOR ATHLETICS

All boys or girls that participate in any athletics or practices must have a physical examination signed by a physician. The results of the examination and the physician's signature must appear on all local and state forms where it is required. All such examination results must be on file in the school where the student is to participate in athletics. In all cases, these forms should be signed first by parents to signify their permission and then by the physician. Only proper forms are to be used in all cases.

Legal Reference:                      NSAA Athletic Bylaws sect. 3.4  
[2025 Neb. Legislature LB89](#)

Approved \_\_\_\_\_ Reviewed \_\_\_\_\_ Revised \_\_\_\_\_

## COPPA STUDENT PRIVACY NOTICE

The District may contract with publishers or online providers to offer online curriculum that aligns with school standards or other services that support the teaching and learning process of the students. These applications or websites are offered for the benefit of the students and our school. Online providers give our school full notice of their collection, use, and disclosure practices.

In order for our students to use these educational programs and services, certain personal identifying information, which may consist of the student's name, username, email address, grade level, age and/or date of birth, may be provided to the website operator strictly for educational purposes. Under the federal law entitled the Children's Online Privacy Protection Act (COPPA), these websites must provide parental notification and obtain parental consent before collecting personal information from children under the age of 13. For more information on COPPA, please visit:

<https://www.ftc.gov/business-guidance/privacy-security/childrens-privacy>

The law permits schools such as ours to consent to the collection of personal information on behalf of all of its students strictly for educational purposes, thereby eliminating the need for individual parental consent given directly to the website operator. By acknowledging receipt of the Student/Family Handbook, you consent for our school to provide personal identifying information to operators of approved web-based educational programs and services strictly for educational purposes.

Approved \_\_\_\_\_ Reviewed \_\_\_\_\_ Revised \_\_\_\_\_

## ADMINISTRATION OF NALOXONE (NARCAN)

In order to protect the health and safety of its students, staff and visitors, the district may provide, store, and administer doses of an opioid antagonist, specifically Naloxone, commonly known as Narcan, for emergency use to assist a student, staff member or other individual believed or suspected to be experiencing an opioid overdose at the school facilities.

Naloxone is a medication that can reverse an overdose caused by an opioid drug. Naloxone has no potential for abuse and is a non-narcotic and non-addicting prescription medication. Symptoms of an opioid drug overdose typically include:

- Slow and shallow, or stopped, breathing.
- Unresponsiveness or unconsciousness.
- Cold or clammy skin.
- Blue lips or fingertips.
- Snoring or gurgling sounds.

### **Procurement of Naloxone**

The superintendent, principal, certified school nurse, or designee will be responsible for the procurement of naloxone. A health care provider shall prepare standing orders for administration of the Naloxone.

### **Storage**

Naloxone will be clearly marked and stored in an unlocked storage cabinet in the nurse's office (or other designated area such as with AED). The school nurse will ensure that all other trained staff are aware of the naloxone storage location. Naloxone will be stored in accordance with the manufacturer's instructions to avoid extreme cold, heat and direct sunlight.

### **Use of Naloxone**

Follow the protocol from the health care provider for the administration of naloxone for suspected opioid overdose. A person, if acting with reasonable care, who is in a position to assist a person who is apparently experiencing or who is likely to experience an opioid-related overdose may administer Naloxone without being subject to administrative action or criminal prosecution (Neb. statute 28-470).

### **Follow Up**

After administration of naloxone, the person administering naloxone will report the incident to the building principal that same day. The district will establish procedures for notifying parents/guardians of any minors receiving Naloxone.

Legal Reference:                      Neb. Statute 28-470

Approved \_\_\_\_\_ Reviewed \_\_\_\_\_ Revised \_\_\_\_\_

## BEHAVIORAL INTERVENTION AND CLASSROOM MANAGEMENT

In order to create and maintain a quality educational environment, the district will employ a system of supports for encouraging positive behavior, addressing challenges in a caring and constructive way, and fostering safe and supportive school and classroom environments. These support actions are intended to develop a positive school climate and culture, encourage appropriate student behavior, and provide the necessary supports for academic and behavioral success. Disruptive or unsafe actions sometimes characterized by depression, anxiety, moodiness, anger, extended frustration or conflict with others will be addressed by these support actions to develop self-regulation skills and re-integration into the classroom.

The district will employ the procedures in the accompanying administrative regulation as appropriate, engaging families to address student behavior and communicating with them about student behavioral incidents where needed, plans for remediation and resources for behavior improvement. Collaboration, as appropriate, between educational staff, school psychologists, behavioral specialists, school counselors, and social workers will work to position supports with the student's needs and strengths.

### Training

The District or its local ESU will provide training to employees with behavioral management responsibilities. Training must be consistent with the NDE System of Supports in this policy.

The Superintendent will recommend, and the board will approve the hours of training to be provided.

- A. Behavioral awareness training must include, but not be limited to, evidence-based training on a continuum that includes:
1. Recognition of detrimental factors impacting student behavior, including, but not limited to, signs of trauma.
  2. Positive behavior supports and proactive teaching strategies, including, but not limited to, expectations and boundaries.
  3. Verbal intervention and de-escalation techniques.
  4. Access to a registry of local mental health and counseling resources.
  5. Incorporation of all the requirements for the Behavioral Awareness Point of Contact (BAPC) in accordance with Policy 508.19 Behavioral Points of Contact.

### Review

The school district will regularly review and update this policy to confirm its effectiveness and compliance with state statute. Feedback from students, parents, staff, and administrators will be considered in the review process. This policy must be included with any notifications required under the Student Discipline Act.

Legal Reference:           Neb. Statute 79-262.01

Cross Reference:        504.03    Student Conduct  
                              505.03    Suspension and Expulsion of Students  
                              508.19    Behavioral Points of Contact  
                              612        Special Education Services  
                              1005.03   Parental and Family Involvement in the Schools  
                              1005.12   Title 1 Parent and Family Member Engagement

Approved \_\_\_\_\_ Reviewed \_\_\_\_\_ Revised \_\_\_\_\_

## NDE STANDARDS FOR SYSTEM OF SUPPORTS

1. Criteria for Removal
  - a. Safety Concerns: Immediate removal may occur if a student poses a threat to their own safety, the safety of others, or the environment.
  - b. Disruption to Learning: Removal may be necessary if the student's behavior significantly disrupts instruction or the learning environment.
  - c. Attempted Interventions: Whenever possible, staff should use de-escalation techniques, behavior redirection, or other Tier 1 or Tier 2 interventions before considering removal. Severe behaviors that endanger safety may bypass prior interventions.
  
2. Procedure for Removal
  - a. Behavior Documentation: The teacher or staff member documents the behavior leading to the removal, including antecedents, attempted interventions, and the incident itself. A clear, objective description of the behavior is essential.
  - b. Safe Transition: The student is escorted to a designated safe space, such as the office or a designated calming area, by trained personnel. Efforts are made to ensure the student remains calm and safe during the transition.
  - c. Notification: Parents/guardians are notified as soon as possible about the removal. A detailed account of the behavior and any interventions attempted are shared.
  
3. Post-Removal Actions
  - a. Restorative Meeting: A meeting involving the student, parents/guardians, teacher, and administrator is scheduled to review the behavior, its impact, and steps to prevent recurrence. The meeting emphasizes restoring relationships and understanding the root cause of the behavior.
  - b. Behavior Support Plan (if needed): For recurring incidents, a behavior support plan is developed or reviewed, including targeted interventions and supports aligned with the student's needs. The plan may include strategies such as check-ins, mentoring, or additional behavioral learning supports.
  
4. Transition Back to the Classroom
  - a. Reintegration Plan: The student returns to the classroom with appropriate support, which may include a reintegration checklist, a designated buddy, or frequent check-ins with a trusted adult. Expectations and routines are explicitly reviewed with the student.
  - b. Ongoing Support and Monitoring: Follow-up meetings with the student, teacher, and parents/guardians are scheduled to evaluate progress. Data from behavior observations are used to adjust interventions and supports as needed.
  - c. Focus on Positive Growth: A strengths-based approach is applied to recognize and reinforce improvements in behavior.

<b>Tier 1: Universal Supports</b>			
	<b>District Level</b>	<b>School Level</b>	<b>Classroom Level</b>
<b>Sound Infrastructure &amp; Shared leadership</b>	Develop and maintain a district-wide behavior framework, ensuring alignment with the district's vision and goals. Establish a leadership team to oversee implementation and sustainability.	Create school-level leadership teams to implement the district behavior framework. Build systems to support staff in consistent implementation of universal behavior strategies.	Teachers set up clear, consistent behavior expectations aligned with school and district policies. Classroom routines and physical environments are structured to promote positive behaviors.
<b>Layered Continuum of Support</b>	Ensure all schools have access to evidence-based universal behavior practices and instructional tools for promoting positive behavior.	Develop a school-wide plan for teaching and reinforcing positive behavior expectations for all students.	Integrate the development of emotional and interpersonal skills into daily instruction and explicitly teach expected behaviors.
<b>Data-Based Decision-Making</b>	Implement a district-wide behavior data system for tracking student behavioral incidents, attendance, and other indicators of behavior. Analyze district trends to guide support for schools.	Use behavioral data to assess school culture, climate and adjust universal supports.	Collect and reflect on classroom behavior data to identify patterns or unanticipated signs of distress and adjust teaching practices as needed.
<b>Communication and Collaboration</b>	Share district-wide behavior policies, expectations, and data with all stakeholders, including families and the community.	Develop intervention teams to identify students in need of Tier 2 support and manage their plans.	Teachers collaborate with intervention teams to integrate targeted strategies into the classroom.

<b>Tier 2: Targeted Supports</b>			
	<b>District Level</b>	<b>School Level</b>	<b>Classroom Level</b>
<b>Sound Infrastructure &amp; Shared leadership</b>	Provide a menu of evidence-based Tier 2 intervention and training for implementation.	Develop intervention teams to identify students in need of Tier 2 support and manage their plans.	Teachers collaborate with intervention teams to integrate targeted strategies into the classroom that align with school and district policies.
<b>Layered Continuum of Support</b>	Allocate resources to support targeted interventions, such as additional staff or training for small group supports.	Implement interventions such as mentoring programs, social skills groups, or targeted behavior coaching.	Provide additional supports like daily progress monitoring, structured break.
<b>Data-Based Decision-Making</b>	Use district-wide systems to track the effectiveness of Tier 2 interventions and adjust as needed.	Monitor progress using behavior data: point sheets, observations, or student self-assessments and input data in district-wide systems.	Document daily data on student progress to evaluate the impact of interventions.
<b>Communication and Collaboration</b>	Facilitate communication between schools, families, and community partners about available Tier 2 supports.	Engage families in the intervention process by providing regular updates and involving them in problem solving and goal setting.	Maintain open lines of communication with families about their child's progress and strategies to promote support the behavior goals at home

<b>Tier 3: Intensive, Individualized Supports</b>			
	<b>District Level</b>	<b>School Level</b>	<b>Classroom Level</b>
<b>Sound Infrastructure &amp; Shared leadership</b>	Ensure access to specialized staff to design and oversee intensive interventions.	Assemble a multidisciplinary team to develop and implement Functional Behavioral Assessments (FBAs) and Behavior Intervention Plans (BIPs).	Collaborate with specialists to integrate individualized supports into classroom routines that align with school and district policies.
<b>Layered Continuum of Support</b>	Coordinate external services and resources for students requiring wraparound support beyond the school.	Provide interventions or sessions tailored to the student's unique needs and communicate with external services and resources to align supports for students.	Consistently implement accommodations and modifications, such as sensory supports or de-escalation plans, to address individual behaviors.
<b>Data-Based Decision-Making</b>	Regularly review data on Tier 3 interventions and outcomes to ensure its effectiveness.	Use detailed, frequent data collection to refine and adjust BIPs based on student progress.	Implement daily monitoring and adjust individualized strategies as data indicates.
<b>Communication and Collaboration</b>	Partner with community agencies to align supports for students with complex needs.	Conduct regular meetings with families to review and revise plans based on student progress.	Provide ongoing feedback to families and specialists about the student's daily performance, progress, and needs.

## USE OF ARTIFICIAL INTELLIGENCE IN THE SCHOOL

The board recognizes the potential benefits of Artificial Intelligence (AI) in enhancing educational outcomes and requiring innovative teaching practices, in part because this technology is already available to many students at home. This policy aims to ensure the responsible use of AI technologies within the school district along with teaching and homework strategies that consider the probability that students can easily access AI outside the school.

### Artificial Intelligence Definition:

AI involves the operation of computer systems that process natural language to perform tasks that normally require human intelligence, such as the construction of complex responses to inquiries, visual perception in images or videos, speech recognition, decision-making, and translation between languages. It can generally expand, modify, and clarify its responses through repeated requests or additional specific directions. Commonly used AI systems include ChatGPT, Bard, Cohere Generate, DALL-E, Claude, and Synthesia but many AI systems are available for specific purposes and it is the administrators' responsibility to choose those suitable for an educational environment.

### Ethical Considerations:

Any use of AI as part of the district's instructional program should prioritize its educational value, while avoiding discrimination and minimizing unwanted outcomes. Only AI platforms approved by the district with appropriate filters for preventing the use of discriminatory, hateful or otherwise inappropriate responses shall be used by the district. The use of AI by students to complete homework or assessments shall only be allowed to the extent stated by the teacher for the individual assignment or entirety of the course. The use of AI systems when allowed shall not violate computer use, copyright, plagiarism and intellectual property policies of the district when properly cited.

As always, students are expected to cite original sources for quotations, facts, information, statistics, dates, or the paraphrased statements of others. An AI system should be cited when its generated content is quoted, paraphrased or otherwise used in a student's work. The lack of such citations shall imply the assignment or assessment is entirely the work of the student, free of any AI system's writing, organization, direction, or modification of the student's work.

### Student Privacy and Data Protection:

Prior informed consent from parents/guardians should be obtained before allowing student use of AI systems. The district will prevent or strongly discourage any collecting, storing, or analyzing of student data using AI platforms. Measures should be in place to prevent students from using AI to cheat on homework or assessments, including regular monitoring of student use of school computers, and planning homework and assessments to minimize the opportunity to complete them using AI systems. The administrators and staff are cautioned that the use of detection software as a means of monitoring AI use is fallible, difficult to prove, easily subject to claims of harassment, destructive of trust when false accusations are made, and unlikely to be successful with AI systems that are constantly improving.

Approved \_\_\_\_\_ Reviewed \_\_\_\_\_ Revised \_\_\_\_\_

Equity and Accessibility:

Use of AI systems shall comply with district Equal Educational Opportunity policies. AI-based instructional resources should be tailored to address individual student needs, allowing for personalized learning experiences and accommodating diverse learning styles when possible and appropriate.

Transparency and Rationale:

Students, parents/guardians, and educators should be provided with understandable information about the purpose, limitations, and potential benefits of AI technologies. Clear guidelines should be established to ensure that students are aware of the district's intended appropriate use of AI tools for homework and assessments. Consideration should be taken by the teaching staff that AI availability on district networks for its use as a business tool does not facilitate the misuse of AI in completing homework or compromising academic integrity.

Educator Training and Professional Development:

Educators should receive comprehensive training and ongoing professional development opportunities to understand the benefits and limitations of AI technologies, enabling them to both effectively incorporate and appropriately limit AI in their teaching practices. Educators should be equipped with the knowledge and skills necessary to evaluate and monitor student inputs to AI systems, AI responses to those inputs, and ensuring they are both appropriate.

Ongoing Evaluation and Accountability:

Administrators, network supervisors, and teaching staff will establish processes for ongoing evaluation and monitoring of AI technologies used within the school district, including periodic assessments of their impact on student learning. Procedures for reporting concerns, incidents, or breaches related to AI use should be established, ensuring accountability and addressing issues promptly.

Community Engagement and Communication:

The school board will engage with the community, including students, parents/guardians, educators, and relevant stakeholders, to foster understanding, gather comments, and address concerns related to the use of AI in education. Clear and regular communication channels including the district's website should be established to inform the community about the educational purpose, use, and benefits of AI technologies in the school district, along with measures taken to prevent inappropriate use of AI systems.

Implementation:

Administrators will provide procedures and professional development resources to assist with instructional changes that use the best features of AI while reducing the misuse of AI in completing homework and assessments. These procedures will emphasize the use of AI to enhance student education and address the ways traditional homework might be reshaped or redirected by AI's skillful use. Regular reviews will be conducted to ensure this policy's effectiveness, alignment with emerging best practices, and adaptations to address evolving challenges in AI usage.

Cross Reference	102	Educational Philosophy of the District
	501	Objectives for Equal Educational Opportunities for Students
	606.06	Acceptable Use of Computers, Tech. and the Internet
	606.08	Reproduction of Copyrighted Materials

## RELIGIOUS-BASED EXCLUSION FROM A SCHOOL PROGRAM

Parents who wish to have their child excluded from a school program because of religious beliefs must inform the principal. The board authorizes the administration to allow the exclusion if it is not disruptive to the education program and it does not infringe on a compelling state or educational interest. Further, the exclusion must not interfere with other school district operations.

In notifying the principal, the parents shall abide by the following:

1. The notice shall be in writing;
2. The objection shall be based on religious beliefs;
3. The objection shall state which activities or studies violate their religious beliefs;
4. The objection shall state why these activities or studies violate their religious beliefs;  
and
5. The objection shall state a proposed alternate activity or study.

The principal shall have discretion to make this determination. The factors the principal shall consider when a student requests to be excluded from a program or activity because of religious beliefs include, but are not limited to, staff available to supervise a student who wishes to be excluded, space to house the student while the student is excluded, available principal-approved alternative course of study or activity while the student is excluded, number of students who wish to be excluded, whether allowing the exclusion places the school in a position of supporting a particular religion, and whether the program or activity is required for promotion to the next grade level or for graduation.

Students who are allowed to be excluded from a program or activity which violates their religious beliefs may be required to do an alternate supervised activity or study.

Cross Reference:     604    Instructional Curriculum  
                          607.02 School Ceremonies and Observances  
                          1005.03 Parental and Family Involvement in the Schools

Approved \_\_\_\_\_ Reviewed \_\_\_\_\_ Revised \_\_\_\_\_

PARENTAL ACCESS TO LIBRARY MATERIALS

The Board directs that parents, guardians and persons designated by a court to make educational decisions for a student shall have access to library materials of their student's school.

The District will:

1. Require the creation of a catalog of all books for each school's library which may be viewed at the request of the parent, guardian or educational decisionmaker; and
2. Provide the opportunity for such persons to be notified by means of a website or other electronic verification when their student checks out a book from the library. Such notification shall include:
  - a. The title of the book checked out by the student;
  - b. The name of the author of the book checked out by the student; and
  - c. The date the book checked out by the student is due to be returned to the school library.

This shall only apply to a school library that is located on District property and shall not apply to any other public library regardless if a library contracts with the District for use by students.

Cross Reference:                   606.05 Media Centers

Approved \_\_\_\_\_ Reviewed \_\_\_\_\_ Revised \_\_\_\_\_

**DRAFT** CERTIFICATED EMPLOYEE PERSONAL ILLNESS LEAVE

1. Each certified employee will be allowed seven (7) days sick leave per contract year. These days may accumulate to 45 days. Unused personal days may be converted to sick days upon completion of the contract year.
2. Sick leave will be granted for the following reasons:
  - a. Illness of the employee.
  - b. Illness and/or death of an immediate family member
    - i. Parent of the employee
    - ii. Spouse of the employee
    - iii. ~~Child(ren)~~ Son or Daughter of the employee
    - iv. Father-in-law of the employee
    - v. Mother in-law of the employee
    - vi. Grandparents of the employee
    - vii. Grandparents of employee or spouse
    - viii. Grandchild of the employee
    - ix. Brother or sister of the employee
    - x. Brother or sister of the employee's spouse
    - xi. Niece or nephew of employee
    - xii. Niece or nephew of employee's spouse
3. Sick leave may be used for bereavement and is limited to five (5) days for immediate family members listed above. Additional bereavement leave may be requested for immediate family members and is at the discretion of the superintendent. In addition, up to two (2) days of sick leave per contract year may be taken for bereavement leave to attend services for those not defined as immediate family.
4. Employees involved with funeral services associated with the military, firefighters, or law enforcement will be granted bereavement leave as **professional leave** due to public service responsibilities with the superintendent's approval (ie--a veteran participating in a funeral service for another veteran.)
5. A request to be absent for sick leave must be made to the superintendent or designee no later than 7:00 am of the day of the absence.

Approved:

Reviewed:

Revised:

The requirements stated in the Negotiated Contract between employees in that certified collective bargaining unit and the board regarding the personal illness leave of such employees shall be followed.

Cross Reference: 404.02 Employee Injury on the Job

**DRAFT GRADING GUIDELINES**

The superintendent shall develop and implement student grading guidelines. The objectives of grading guidelines shall be to quantify, report and record the academic progress of each student. Grades should fairly reflect the level of student achievement in the knowledge and skills specified by grade level or course objectives and outcomes.

The following grading system will be used for reporting progress to parents in all subjects and at all grade levels except for PreK-2 where the following letters will be used: "S" for Satisfactory, and "U" for Unsatisfactory work, "S+" Superior: exceptional skill or understanding, "S" Secure: consistently applies skill or concept, "P" Practicing: some understanding with occasional errors, "B" Beginning: beginning to experience this concept, "N" Needs Improvement, and "X": Skill has not been introduced.

93 – 100	A	Superior
86 - 92	B	Excellent
77 - 85	C	Average or Medium
70 - 76	D	Inferior
0 - 69	F	Failure

Grades in Physical Education and Music will not be considered in determining G.P.A. and Honor roll placing.

For students enrolled in Dual Credit courses, the grading system provided by the post-secondary institution will be used.

Consultation with the superintendent is in order when circumstances arise causing an unusual number of failures.

Legal Reference: Falvo v. Owasso Independent School District No. I-001

Cross Reference: 507.01 Student Records Access  
1003 Public Examination of District Records

## PARENTAL AND FAMILY INVOLVEMENT IN THE SCHOOLS

It is the policy of the District to provide full access to the ~~parent~~parents, guardians and ~~family members~~educational decisionmakers of ~~any student~~students of the district to review:

1. textbooks;
2. tests, ~~curriculum and instructional materials;~~
3. their students' records ~~of a student of any such parent,~~ unless otherwise prohibited by law;
4. activities information;
5. digital materials, websites or applications used for learning;
6. training materials for teachers, administrators, and staff;
7. procedures for the review and ~~to~~approval of training materials, learning materials, and activities;
8. other curriculum materials used in the school district; and
- 4-9. any surveys of students done by the school district.

Summary information regarding the District's curriculum, testing, and surveys will be provided at the beginning of each school year. Requests for access to specific instructional materials should be addressed to the teacher or building principal.

The District will provide guidelines in the student handbook regarding how the District will provide access to parents, guardians, or educational decisionmakers other than by specific request for the information above, how it will provide access to records of students, and about the school district's testing policy.

Requests by parents and family members to attend and monitor courses, assemblies, counseling sessions and other instructional activities shall also be made to the building principal or teacher. While requests to monitor are usually granted, if the request is denied, reasons for the denial will be provided.

It is the policy of the District to provide as consistent an experience as possible in all classroom instruction, testing, surveys, and other school experiences. It is the policy of the District not to excuse students from classroom instruction, testing, and other school experiences unless an objection is submitted to the building principal or teacher outlining the specific experience, the basis for the objection and a proposed solution for dealing with the objection that would be satisfactory to the parent and family members. See Policy 605.05 Religious-Based Exclusion from a School Program.

The request for the student to be excused will be reviewed by the building principal and a decision provided to the parents and family members. While verbal objections and decisions are valid, written follow-up to verbal communications is required from the parent and family members, and the principal. If a student is excused from the requested activity no penalty will be assessed but an agreed upon alternative activity must be performed to the satisfaction of the teacher and principal.

It is the policy of the District to use only testing methods and testing instruments that are not of an experimental nature and to avoid using any testing materials or testing techniques that are not generally recognized by educational professionals to be within sound educational standards and both educationally and academically appropriate. It is the policy of the District to notify parents and family members of any standardized testing that may be scheduled within the school District.

It is the policy of the District to notify parents, guardians and ~~family members~~ educational decisionmakers of students electronically or by mail at least fifteen days prior to the administration of any survey which may be scheduled that includes:

1. sexual information, mental health information, medical information, information on health-risk behaviors, religious information, information of political affiliation, or any other information that the school board deems to be sensitive in nature; or
2. a non-anonymous survey requesting students provide information relating to drug, vape, alcohol, or tobacco use.

Such notice shall describe the nature and to conduct types of questions included in the survey, the purposes and age-appropriateness of the survey, how information collected by the survey will be used, who will have access to such information, the steps that will be taken to protect student privacy, and whether and how any findings or results of such survey will be disclosed. Such surveys will be judiciously conducted, with full consideration of the fact that parents and family members may find items of the survey objectionable.

Parents, guardians, and educational decisionmakers have the right to request that a copy of the survey be sent through the school's electronic notification system or physical mail to the address on file for the student, review the survey in person at the school, and exempt their child from participating in the survey.

Unless required by federal or state law or regulation, school personnel administering any such survey shall not disclose personally identifiable information of a child. No survey requesting sexual information of a student shall be administered to any student in kindergarten through grade six.

The following activities will also be included in the District's plan for parental and family involvement:

1. The District will involve parents and family members in the development of the Title I plan, the process for school review of the plan and the process for improvement;

Approved \_\_\_\_\_ Reviewed \_\_\_\_\_ Revised \_\_\_\_\_

2. The District will provide the coordination, technical assistance and other support necessary to assist participating schools in planning and implementing effective parental and family involvement activities to improve student academic achievement and school performance;

3. The District will build the schools' and parents' and family members' capacity for strong parental and family involvement;
4. The District will coordinate and integrate parental and family involvement strategies under Title I with other programs such as Head Start, Reading First, etc.;
5. The District will conduct with the involvement of parents and family members, an annual evaluation of the content and effectiveness of the parental and family involvement policy in improving the academic quality of the school served including identifying barriers to greater participation by parents and family members in Title I activities (with particular attention to parents and families who have low income, Limited English Proficient (LEP), minorities, disabilities and low literacy) and use the findings of the evaluation to design strategies for more effective parental and family involvement and to revise, as necessary, the parental and family involvement policies; and
6. The District will involve parents, family members, and educational decisionmakers in Title I activities.

The parent and family members or guardian of a student may have access to that student's records during normal business hours of the district according to Policy 507.01 Student Records Access. Nothing in this policy shall require the violation of student privacy statutes as referenced below.

This policy shall be adopted annually following a public hearing to receive public comments and suggestions.

Legal Reference:       Neb. Statute 79-530 to 533  
Every Student Succeeds Act, (ESSA), 20 U.S.C. §1000 et. seq.  
Family Educational Rights and Privacy Act (FERPA) of 1974, as  
amended, 20 U.S.C. 1232g,  
Protection of Pupil Rights Amendment of 1978, 20 U.S.C.  
Children's Online Privacy Protection Act (COPPA) of 1998, 15  
U.S.C. 6501 et seq.  
Children's Internet Protection Act (CIPA), 47 C.F.R. 54.520

Cross Reference:       507.01 Student Records Access  
605.05 Religious-Based Exclusion from a School Program  
606.03 Objection to Instructional Materials  
610.01 Test or Assessment Selection  
610.02 Test or Assessment Administration  
611.01 Student Progress Reports  
611.04 Parent Conferences  
1002. District Annual Report  
1005.01 Public Complaints

## STUDENT ~~APPEARANCE~~DRESS CODE AND GROOMING

The Board believes ~~inappropriate~~ student ~~appearance~~dress or grooming that causes material and substantial disruption to the school environment or presents a threat to the health and safety of students, employees ~~and/or~~ visitors.

is not appropriate. Students are expected to adhere to standards of cleanliness, grooming and dress that are compatible with the requirements of a ~~good~~positive learning environment. ~~The standards will be those generally acceptable to the community as appropriate in a school setting.~~

The Board expects students to be clean and well-groomed and wear clothes in good repair and appropriate for the time, place and occasion. ~~Clothing or other apparel promoting products illegal for use by minors and clothing displaying obscene material, profanity, or reference to prohibited conduct are disallowed. While the primary responsibility for appearance lies with the students and their parents, appearance disruptive to the education program will not be tolerated.~~ When, in the judgment of a principal, a student's appearance or mode of dress disrupts the educational process or constitutes a threat to health or safety, the student may be required to make modifications.

~~A student~~The Board respects the diverse racial and religious backgrounds of our students. The District's students have the right to visibly express themselves through their attire when associated with race, religion, sex, disability, or national origin, including tribal regalia, natural and protective hairstyles, or adornments. The District will facilitate and encourage a positive learning environment for all students while complying with any applicable health and safety law, rule, regulations or ordinance.

**“Caregiver” in this policy shall include any parent, guardian or other adult caregiver who is a member of an indigenous tribe on record with the District as one of the United States or another country may student’s official custodians.**

### **GENERAL PRINCIPLES/STANDARDS:**

1. Non-Discrimination: The District dress code and grooming policy prohibits discrimination against students based on race, religion, sex, disability, or national origin. Bullying Prevention and Harassment policies are also referenced below.
2. Respect for Individuality: Students are allowed to wear tribal regalia in any public or private location on the religious attire, adornments, and other attire associated with race, national origin or religion, or tribal regalia. Additionally, students’ hair should not be permanently or temporarily altered by school grounds or at any personnel. Altering a student’s appearance or removing or altering a student’s attire without consent from their caregiver is not allowed. Additionally, students are permitted to wear natural and protective hairstyles including but are not limited to braids, locks, twists, tight coils or curls, cornrows, Bantu knots, afros, weaves, wigs, or head wraps.

3. Cultural and Religious Attire: Students are allowed to wear religious attire and tribal regalia in accordance with their race, national origin, or religion and will be protected from bullying and harassment according to district policies.
4. Prohibited Attire: Attire should not promote violence, drugs, alcohol, profanity, or hate speech. The District reserves the right to request immediate attire changes from students.

#### **HEALTH AND SAFETY CONSIDERATIONS:**

In school function environments where the use of certain chemicals or equipment poses a direct safety hazard, students may be required to wear protective gear, such as lab coats and safety goggles. Similarly, in physical education classes or during sports activities, students may need to modify their attire or secure their hair to ensure the safety of themselves and others. A good faith effort applied equally and without discrimination will be made to ensure safety without compromising religious beliefs, grooming practices, or requiring students to permanently alter their appearance.

1. Proven Need: Any health and safety standard based on characteristics associated with race, religion, sex, disability, or national origin must demonstrate that such standard is necessary for the health and safety of the student or other individual.
2. Least Restrictive Means: Health and safety standards addressing such concerns should use the least restrictive means necessary. Measures that do not discriminate with respect to race, religion, sex, disability, or national origin should be pursued.

#### **ENFORCEMENT:**

Enforcement of this policy will be consistent with the district's code of conduct and discipline policies. Enforcement of this policy shall not target, disproportionately impact, discriminate, or be applied in a discriminatory manner against any students on the basis of race, religion, sex, disability, or national origin.

#### **TRAINING AND AWARENESS:**

The district will communicate this policy with students and families in their preferred language(s). Feedback from diverse students, caregivers, staff, and administrators will be considered when adopting and revising this policy. The District will provide appropriate staff training about this policy for its effective implementation with caregivers.

#### **CONFIDENTIALITY:**

The school will handle all information related to students' race, sex, disability, national origin, or religious characteristics in accordance with the Family Educational Rights and Privacy Act (FERPA). Parental consent must be obtained before sharing confidential student information with school staff or outside parties.

#### **PARENTAL CONSENT:**

The District shall make a good faith effort to obtain informed consent from a student's caregivers in their preferred language for any health and safety standard accommodation

needed. To respect individual identity and parental authority, our process includes the following steps:

1. Initiate Contact: Make a good faith effort to contact the caregiver using their preferred communication method (phone, email, or in person-is otherwise authorized), explaining why adjustments to be as long as the tribal regalia does not interfere student's attire or grooming are needed to meet health and safety standards.
2. Collaborative Solutions: Work with the student and caregiver to find accommodation options to meet health and safety standards. Discuss the potential results of each option on the student's well-being and educational process and is not detrimental to the health or safety of the student or another person experience.
3. Parental Consideration: Allow the caregiver time to privately discuss the situation with their student or family members to make an informed decision.
4. Obtain Consent: Once an accommodation is agreed upon, obtain written consent through a signed document or email exchange, stating the accommodation and health and safety standard that required the accommodation. A copy of this written consent should be provided to the caregiver.
5. Documentation & Follow-up: Communication and decisions made with the parent/guardian/caregiver shall be documented as below. These records are subject to the Family Educational Rights and Privacy Act (FERPA) and shall be maintained accordingly. Follow up with the caregiver within 1-2 weeks to ensure the accommodation was implemented in a satisfactory manner.

### **RECORD KEEPING:**

The District will establish and maintain records for any efforts made to accommodate a student's appearance or grooming of any kind. Each record must include:

1. the student's name,
2. federally identified demographic characteristics,
3. date of the occurrence,
4. the health and safety standard relating to the accommodation,
5. nature of the accommodation requested,
6. staff involved,
7. communication with parents/guardians/caregivers, and
8. the outcome of the effort.

The district will regularly review and analyse these records to identify areas that may require revisions of policies. It shall be the responsibility of the superintendent, in conjunction with the principals, to develop administrative regulations regarding this policy.

### **DEFINITIONS:**

Grooming: the care of a body and its physical appearance, such as the personal hygiene routine of brushing one's teeth or combing one's hair.

National origin: includes characteristics associated with actual or perceived place of birth, ancestry, or ethnicity including, but not limited to, skin color, natural and protective hairstyles, headdress, tribal regalia, and attire.

Natural and protective hairstyles: include, but are not limited to, braids, locks, twists, tight coils or curls, cornrows, Bantu knots, afros, weaves, wigs, or head wraps.

Race: includes characteristics associated with actual or perceived race, ancestry, or ethnicity including, but not limited to, skin color, natural and protective hairstyles, tribal regalia, and attire.

Religious attire and characteristics associated with religion: includes, but is not limited to, natural and protective hairstyles, tribal regalia, burkas, hijabs, head wraps, yamaka, cross or other headdress, adornments, and clothing garments used to express or observe one's religious beliefs.

Tribal regalia: includes natural and protective hairstyles and traditional garments, jewelry, or other adornments or similar objects of cultural significance worn by members of an indigenous tribe of the United States or another country. Tribal regalia does not include any dangerous weapon or, except in compliance with an appropriate federal permit, any object that is otherwise prohibited by federal law.

Legal Reference: Hines v. Caston Sch. Corp. 651 N.E.2D 330 (1995)  
Hazelwood School District v. Kuhlmeier, 484 U.S. 260 (1988).  
Bethal School District v. Fraser, 478 U.S. 675 (1986).  
Tinker v. Des Moines Ind. Comm. Sch. Dist., 393 U.S. 503 (1969).  
Neb. Statute 79-526  
Neb. Statute 79-2,158

Cross Reference: 501 Objectives for Equal Educational Opportunities for  
Students  
504.18 Harassment  
504.20 Bullying Prevention

Approved \_\_\_\_\_ Reviewed \_\_\_\_\_ Revised \_\_\_\_\_

**Breakfast and Lunch Program**

Following is a schedule of fees required for the lunch program offered:

<b>PK-6 Breakfast:</b>	\$1.80
<b>7-12 Breakfast:</b>	\$1.90
<b>Adult Breakfast:</b>	\$2.80
<b>Extra Breakfast:</b>	\$0.75

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<b>PK-6 Lunch</b>	\$2.80
<b>7-12 Lunch:</b>	\$3.10
<b>Adult Lunch:</b>	\$4.80
<b>Extra Main Dish:</b>	\$1.00

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<b>Extra Milk:</b>	\$0.50
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**PROPOSED Breakfast and Lunch Program**

Following is a schedule of fees required for the lunch program offered:

<b>PK-6 Breakfast:</b>	\$1.90
<b>7-12 Breakfast:</b>	\$2.00
<b>Adult Breakfast:</b>	\$2.80
<b>Extra Breakfast:</b>	\$0.75

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<b>PK-6 Lunch</b>	\$2.90
<b>7-12 Lunch:</b>	\$3.20
<b>Adult Lunch:</b>	\$4.80
<b>Extra Main Dish:</b>	\$1.25

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<b>Extra Milk:</b>	\$0.55
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# Shickley New Teacher Orientation

## **Welcome to New Teacher Orientation**

Everyone here wants you to feel welcome, so do not hesitate to meet people, ask questions, and get to know the people here that make this all work! There are a few things that need to be constant at Shickley: We care, we maintain expectations, and we practice extreme flexibility to make this all work! Every individual in this building is needed to provide a great experience for not only our students, but our fellow staff members. Shickley provides a family atmosphere and we are excited to welcome you to the Longhorn Family!

## **Mission of New Teacher Orientation**

The mission of New Teacher Orientation is to have dedicated time to go through many of the intricacies of the school day and year. Please feel free to stop and ask questions at any time!

## **Goals of New Teacher Orientation**

New Teacher Orientation will prepare new teachers for success at Shickley Public School by:

1. Giving a dedicated time to walk through many intricacies of the school day;
2. Begin developing deeper relationships with people in the building;
3. Introducing new teachers to our building, our resources, our affiliations, and how to teach/learn at Shickley at a pace that suits them;
4. Creating an opportunity to get comfortable with the lay-out of the building and create a profile of what their day will look like;
5. Develop the relationship and expectations between new teachers and administrative positions

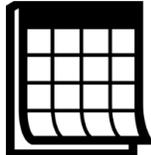
## **Who to Contact for Certain Needs**

- PowerSchool/Schoology - Shandi Bettasso (School Counselor)
- Paychecks and Insurance - Kari Jo Alfs (Business Manager)
- Technology Issues - Bethany Neuhart (English / Technology)
  - Juan Rodriguez (ESU 6)
- Purchasing - Greg Schroeder (Principal)
- Filling Out Forms - Kari Jo Alfs (Business Manager)
- Grading - Greg Schroeder and/or Shandi Bettasso
- Discipline - Mentor Teacher and/or Carissa Eberhart (K-6) or Greg Schroeder (7-12)
- Curriculum and Instruction - Carissa Eberhart (K-6) or Greg Schroeder (7-12)
- Student Concerns - Carissa Eberhart, Greg Schroeder, and Merissa Zajic

## **General School Information - "The HUB"**

1. The Hub - This needs bookmarked on your computer as it will contain most information you need when it comes to schools and general schedules:  
<https://sites.google.com/longhornpower.org/shickleycommunication?usp=sharing>
  - a. Basic Calendar of Events
  - b. School Calendar
  - c. "Communications Tab" Important Links for the Week (Testing Schedules, Training Links, Vehicle Sign-Up, Student Activity Dismissal, Maintenance Requests, Study Hall, Morning Duty, Morning Announcements, Newspaper Articles, etc...)
  - d. "The Hub Tab" - If it is something that needs accessed, you will find it here, if it isn't, I can probably get it there! (Calendars, Schedules, Forms, Sign-Ups, After-School Program, Standards and Assessment, Behavior Forms, Academics, School Board, Handbooks, Mentor Information, Branching Minds, EHA/Retirement, and more.)
  - e. "PD Resources" - This is growing, but am working to keep learning resources here.

# Shickley New Teacher Orientation



[24-25 Master Calendar](#)  
[Rosters and Schedules](#)  
[ELEM - JH/HS - Resource](#)  
[Bell Schedule](#)  
[Class List - Locker Numbers](#)



[Morning Duty Schedule](#)  
[Announcements Schedule](#)  
[Morning Announcements](#)  
[School Announcements](#)



[Substitute List -- Green Sheet](#)  
[7-12 Sub Plans](#)  
[Activity Student Dismissal Form](#)  
[Teacher Leave / Sub Form](#)  
[Para Leave Form](#)



[Newspaper Signup](#)  
[Ticket Taking List](#)  
[Safety Drill Schedule](#)  
[Accident/Incident Form](#)

## General School Information

1. School Calendar - Master Calendar
2. Bell Schedule
  - a. School Day - Minimum Contract Time (7:50-3:50) / Duties Assigned
    - i. Monday-Thursday, Friday Schedule
  - b. Supervision
    - i. Morning Duty / School Start Time
    - ii. Between Classes
    - iii. Lunch
3. Class Schedule
4. Lunch Schedule - Eating Arrangements / Options
  - a. Cafeteria Pricing - Paying a Lunch Bill
5. Daily Announcements
6. Dress Code and Appearance - [Student Handbook](#) (pg 14)
7. Professional Conduct - <https://nppc.nebraska.gov/>

## Leave and Absences

1. Sick Leave
2. Personal Leave
3. BDS Leave
4. Professional Leave
5. Bereavement
6. Requesting Time Off - [Teacher Leave Sub Form](#)
  - a. "Quick Trip" - Over Lunch Period or Plan Time - Sign-Out in Office
7. Teachers are responsible for finding their own substitute for all absences. Administration will help in emergency situations.
8. Sub Plans - Should include: Class Roster, Student Accommodations, Times and Schedules, Who is covering and in which classroom if applicable, specific lesson to teach, or specific directions to oversee activities in progress. Any emergency plans from your classroom should be included (fire, tornado, drill procedures)
  - a. Email / Share Sub Plans to your Principal and the office staff.

# Shickley New Teacher Orientation

## Teaching and Learning

1. Attendance - Log in to PowerSchool - Attendance should be done at the beginning of each class period (Elementary AM 1 and 2, PM 1 and 2) - JH/HS (Each Period)
  - a. Lunch Count - Turned in 1st Period of the Day for your class of students.
  - b. Tardies - Students need to be marked tardy, this helps prevent loitering.
  - c. Absences - JH will need a [Green Sheet](#) turned in before all absences both personal and school related.
    - i. HS must turn in a Green Sheet for all personal planned absences.
    - ii. HS Activities are marked in the [Student Activity Dismissal Form](#). This should be updated as soon as departures and students are known for events. This is communication to your fellow staff members.
    - iii. JH Activities are also listed in the Student Activity Dismissal, however they do need a green sheet as well. (Communication to Home)
      1. Powerschool will allow you to monitor your individual student attendance each period. If you notice absences over five, please notify administration to look into it.
2. Lesson Plans / Unit Plans
  - a. Lesson Plans must be available for viewing at any point. [Planbook.com](#) is provided to teachers for Lesson Planning.
  - b. Lesson Structure:
    - i. Bellringer - Introduction
    - ii. Lesson and Practice
    - iii. Practice, Monitor, and Assist
  - c. Unit Plans / Curriculum Maps are to be updated and created yearly and are available to the public.
3. Grading - Minimum Weekly Grade Entries
4. [Shickley Instructional Model](#) - Evaluations are based on these indicators. [Evaluation Form](#)
  - a. Walk throughs
  - b. Observation (Probationary is each semester, tenure is once per semester)
  - c. Evaluation Meeting
  - d. Mentor for Staff
5. Classroom Expectations: [Grade Level Expectations Posters](#) - School-wide Positive Behavior Expectations. Your classroom will have uniqueness to it, but it needs to fall under the umbrella of expectations for our students in the district.
  - a. Share classroom expectations with students to begin the year, review expectations regularly.
  - b. Cell Phone Policy - No cell phones in classes, they are currently allowed to use them over lunch.
    - i. First Offense: At least a one day confiscation and the student may retrieve items the following school day.
    - ii. Second Offense: A parent/guardian will need to retrieve items from the administration after at least one day of confiscation.
    - iii. Third and Subsequent Offenses: The student can retrieve items at the end of the semester.
  - c. Detentions
  - d. Chain of Command for Discipline - [Shickley Behavior Flow Chart](#)
    - i. Discipline Logging - SWIS / Branching Minds
  - e. Communicating Grades - [Template](#)
    - i. D/F Reports - Monday at 9:00 am (JH/HS)
      1. Jeopardy and Ineligibility (JH/HS)
  - f. Report Cards (Finalization Date - Office Sends Out)
    - i. Elementary - Quarterly
    - ii. JH/HS -Semesterly (Progress Reports Quarterly)
  - g. Classroom Supervision - Active, Consistent, Persistent

# Shickley New Teacher Orientation

## Curriculum

1. Standards and Assessment - NSCAS, MAP, ACT
  - a. <https://www.education.ne.gov/contentareastandards/>
2. Curriculum Mapping and Alignment
  - a. [Curriculums Maps Folder](#)
3. School Improvement Goals
  - a. [School Improvement Plan](#)
  - b. Strategic Plan
4. Awards Ceremonies
  - a. Winter and Spring Elementary Academic Awards
  - b. JH/HS Academic Sweepstakes for Winter Testing
  - c. Spring (JH/HS) Academic Awards (Classes through Year)
5. MAP Suite, NSCAS, Star Testing
  - a. Three times per year
6. Academic Support
  - a. SCIT
  - b. Collaborative Groups
  - c. Branching Minds
7. Learning Programs to Continue Teaching
  - a. Schoology (JH/HS) / Powerschool
  - b. Nearpod
  - c. Google Classroom (Elementary)
8. Academic Contests
  - a. County Spelling Bee (Spring Grades 5-8)
  - b. Reading Classics (Spring Grades 5-8)
  - c. Actions Day (Spring HS)
  - d. Quiz Bowls (JH/HS)

## Emergency Procedures

1. Fire Drill
2. Tornado Drill
3. Standard Response Protocols
4. Safe to Help
5. Reporting (Abuse, Neglect, Suicide, etc...)

## Technology

1. Phone System (Phone Numbers)
2. PowerSchool and PowerTeacher
  - a. Logging In
  - b. Attendance / Grades
3. Schoology
4. School Website / Facebook
5. Internet / Technology use Agreements
6. Staff Email Accounts
  - a. Etiquette

# Shickley New Teacher Orientation

- b. Email or Conversation Piece
- 7. Google Drive
  - a. Staff Drive
  - b. Group Drives

## Miscellaneous

- 1. Classroom Inventory - [Folder](#)
- 2. Ticket-Taking for Events
- 3. Concession Stand
- 4. Transportation Requests and Vehicle Sign-Up
  - a. Driving Expectations
- 5. Mailboxes / Copy Machines
- 6. Purchase Orders
- 7. Morning Announcements and Morning Pledge of Allegiance
- 8. Requisitions
- 9. Main Office and Nurse
  - a. [Accident / Incident Reporting](#)
  - b. Retirement
  - c. Insurance
  - d. Paystubs
- 10. [Maintenance Form](#)
- 11. Special Events
  - a. Conference One-Act
  - b. Grandparent's Day
  - c. Field Day / Science Fair

## Roles

- 1. Administrative Roles
- 2. Teacher Roles
- 3. Paraprofessional Roles

## BDS EAGLES

- 1. Communication
- 2. Student Activity Dismissals
- 3. 2:30 PD Time - Practice 3:30

# Shickley Mentoring Program

## **Introduction to the Shickley Mentoring Program**

The Shickley Mentoring Program has been designed to provide new teachers with professional and personal support through a structured, yet individual three-year process and set of activities preparing new teachers for success at Shickley Public School. Mentor program activities will be directly related to the Shickley Instructional Model; some of the topics to be addressed include: planning, the learning community, instructional practices, leading professional learning and ethical practices, professional development, and student learning objectives.

## **Mission of the Shickley Mentoring Program**

The mission of the Shickley Mentoring Program is to prepare new teachers (beginning and experienced) for success at Shickley Public School.

## **Goals of the Shickley Mentoring Program**

The Shickley Mentoring Program will prepare new teachers for success at Shickley Public School by:

1. Providing a structured, three-year program of induction for teachers new to the district, preparing them for success as professional educators at Shickley;
2. Creating motivated teachers, who can work with autonomy, work toward mastery, work with (or understand their) purpose, and work toward (or develop a sense of) belonging;
3. Introducing teachers to the Shickley Instructional Model, and help them develop the practices of an effective teachers as quickly and thoroughly as possible;
4. Developing self-awareness in new teachers, so they recognize their strengths and weaknesses and address them through their individual professional development program;
5. Empowering new teachers to try new instructional approaches and interventions, and evaluate the effect of those approaches and interventions through data analysis; and
6. Creating an awareness of what it means to be a professional educator at Shickley Public School.

## **The Mentor Teacher**

A major component of the mentoring program is the mentor teacher. This teacher will serve as a resource, an advisor, and source of information, assisting the new teacher throughout the first three years at Shickley Public School. To be considered as a mentor teacher, the teacher should:

- Be a successful teacher,
- Be willing to commit time to work with the new teacher,
- Teach in a nearby classroom if possible,
- Teach in a close subject or grade-level, and
- Have at least three complete years of experience at Shickley Public School.

## **The Mentor Teacher Will:**

- Maintain weekly contact with assigned mentee in order to provide various forms of professional and personal support;
- Provide various forms of professional assistance including opportunities to share expertise, ask questions, discuss effective strategies and practices, mutually analyze and solve various educational and management issues, and reflect on performance;
- Provide various forms of personal (social and emotional) support including opportunities to show personal interest, provide encouragement to persist during difficult situations, maintain and increase the level of confidence and enthusiasm, challenge the mentee to think and solve problems, and promote responsible risk-taking which will lead to growth and improvement;
- Model effective instruction, observe the mentee's instruction, help develop effective self-evaluation and reflection skills;
- Observe the mentee's instruction for the purpose of providing helpful feedback and improving performance;

# Shickley Mentoring Program

- Help the mentee develop strong self-evaluation and reflection skills;
- Provide the mentee with a variety of helpful educational resources, strategies, and experience;
- Support district-wide and school improvement efforts, including the priorities identified by the district's instructional model; and
- Assist the principal in designing and implementing appropriate professional learning plans for the mentee.

## Who to Contact for Certain Needs

- PowerSchool/Schoology - Shandi Bettasso (School Counselor)
- Paychecks and Insurance - Kari Jo Alfs (Business Manager)
- Technology Issues - Bethany Neuhart (English / Technology)
  - Juan Rodriguez (ESU 6)
- Purchasing - Greg Schroeder (Principal)
- Filling Out Forms - Kari Jo Alfs (Business Manager)
- Grading - Greg Schroeder and/or Shandi Bettasso
- Discipline - Mentor Teacher and/or Carissa Eberhart (K-6) or Greg Schroeder (7-12)
- Curriculum and Instruction - Carissa Eberhart (K-6) or Greg Schroeder (7-12)
- Student Concerns - Carissa Eberhart, Greg Schroeder, and Merissa Zajic
- Special Education Services - Tori Ehlers, Merissa Zajic (SPED Director)
- Custodial/Maintenance - Kim Miller
- Policy - Dr. Essink (Superintendent)
- Employment Issues - Dr. Essink

## Before Day One Checklist

<input type="checkbox"/> Staff Introductions	<input type="checkbox"/> Building Tour	<input type="checkbox"/> Shickley HUB
<input type="checkbox"/> Supplies / Purchases	<input type="checkbox"/> Lunch Procedures	<input type="checkbox"/> Dress Code
<input type="checkbox"/> Student Response Protocol	<input type="checkbox"/> Hours and Duties	<input type="checkbox"/> Paraprofessional Roles
<input type="checkbox"/> Copy Machines	<input type="checkbox"/> Substitutes and Leave Forms	<input type="checkbox"/> Community Tour
<input type="checkbox"/> Lounge / Mailboxes	<input type="checkbox"/> Transportation Forms - Vehicle Sign-Up	<input type="checkbox"/> Classroom Set-Up
<input type="checkbox"/> Main Office / Nurse	<input type="checkbox"/> Instructional Model	<input type="checkbox"/> Evaluation Process
<input type="checkbox"/> Custodian / Maintenance Form	<input type="checkbox"/> Professional Expectations and Routines	<input type="checkbox"/> Powerschool / Weekly Grades / Schoology
<input type="checkbox"/> School Counselor	<input type="checkbox"/> School Calendar/Closings	<input type="checkbox"/> Class Time and Involvement
<input type="checkbox"/> Jeopardy / Ineligibility	<input type="checkbox"/> Driving Expectations	<input type="checkbox"/> Newspaper / After School Program / Ticket Taking

# Shickley Mentoring Program

## Schedule and Activities with Mentor Teacher

Year 1	<a href="#">Schedule and Activities</a>	<a href="#">Schedule Copy</a>
Year 2	<a href="#">Schedule and Activities</a>	<a href="#">Schedule Copy</a>
Year 3	<a href="#">Schedule and Activities</a>	<a href="#">Schedule Copy</a>

