

May Regular Meeting
Monday, May 13, 2024 6:00 PM
Supt Office

1. Call Meeting to Order - This regular meeting of the Plattsmouth Community Schools Board of Education is called to order on May 13, 2024 at 6:00 PM in the Plattsmouth Community Schools Administration Center Boardroom at 1912 Old Hwy. 34, Plattsmouth, NE.
2. Acknowledge Open Meetings Law posted on the wall in the boardroom.
3. Publication of Meeting - Notice of the meeting was published in the May 7, 2024 edition of The Daily Record and posted in the display case outside the administration center, at the Plattsmouth location of the U.S. Postal Service, and on the district website at www.pcsd.org.
4. Pledge of Allegiance
5. Roll Call: Allen, Foster, Harvey, Muller, Shuey, Siemonsma, Tesarek-Parsons, Winters, Woracek
6. Motion to excuse absences
7. Consent Agenda
 - 7.1. Agenda
 - 7.2. Minutes of the Apr. 3, 2024 Special Meeting
 - 7.3. Minutes of the Apr. 8, 2024 Special Meeting
 - 7.4. Minutes of the Apr. 8, 2024 Regular Meeting
 - 7.5. Minutes of the May 2, 2024 Committee on American Civics Open Meeting
 - 7.6. Treasurer's Report
 - 7.7. Review of the Control Budget
 - 7.8. Claim and transfer in the amount of: 457,106.83
Prepays: 7766.04

- 7.9. The administration recommends that elementary school teacher Deb Wiseman be released from her contract effective at the end of the 2023-2024 contract year.
- 7.10. The administration recommends the hiring of elementary school teacher Rose M. Goeres effective with the 2024-2025 contract year.
- 7.11. The administration recommends the hiring of elementary school teacher Angela C. Magee effective with the 2024-2025 contract year.
- 7.12. The administration recommends the hiring of elementary school teacher Rebekah A. Saddler effective with the 2024-2025 contract year.
- 7.13. The administration recommends the hiring of Max Yarnell with a student teaching stipend agreement for the first semester of the 2024-2025 school year.
- 7.14. The administration recommends the hiring of early childhood school social worker/licensed mental health practitioner Elizabeth Davis effective with the 2024-2025 contract year.
8. Public Forum: Reception of Delegates - A time limit of three minutes will be set for individual speakers on a given topic. A total time limit of thirty minutes will be set for all speakers on a given topic, with an effort to provide equal time for pros, cons, and neutral opinions. While the public forum is an opportunity for members of the public to speak during the meeting, there will not be back-and-forth discussions between members of the public and Board of Education members.
9. Middle School Report
10. Operations Committee Report
11. Finance Committee Report
12. Committee on American Civics Report
13. Negotiations Committee Report
14. Recess (approximately 5-10 minutes) at the discretion of the President
15. Celebration of Excellence
 - 15.1. Congratulations to our students listed in the attachment who earned 2023-2024 Nebraska State Colleges Multi-Activity Student Awards. For more information about this award, check out the additional attachment.
 - 15.2. Congratulations to our students who competed in the National Individual Events Tournament of Champions (i.e. Speech Nationals):

Samantha McKnight - Informative and Original Oratory (Persuasive)
Kaia Shotkoski - Program Oral Interpretation
Joel Moore - Humorous Interpretation
Alden McKnight and Joel Moore - Duet Acting

15.3. Congratulations to our PHS baseball team for competing in the Class B State Baseball Tournament.

15.4. Congratulations to our high school student-athletes who will be competing in the Class B State Track and Field Championships.

Peyton Aughenbaugh - pole vault
Kayla Briggs - long jump and triple jump
Stella Campin - shot put
Elijah Dix - 3200 meter run
Aizyn Fulmer - 200 meter dash
Orion Parker - shot put
Mallory Robbins - 1600 meter run and 3200 meter run

15.5. Congratulations to our students who earned Spring 2024 Nebraska Chiropractic Physicians Association (NSCA) Academic All-State Awards.

Baseball - Gage Olsen and Gabe Villamonte
Journalism - Ciara Basch and Haylie Briggs
Music - Samantha McKnight and Gertrude Yoder
Boys Soccer - Logan Ksiazek
Girls Soccer - Ireland Todd and Ciara Whitley
Boys Track and Field - Liam LaSure and Hunter Mazzulla
Girls Track and Field - Kayla Briggs and Mila Wehrbein

15.6. Congratulations to Josh Hudson for being selected to play in the Spring Mixer with the UNL Band at the 2024 Husker Spring Game.

15.7. Congratulations to Lily Guthner, Eli Horner, and Gerti Yoder for earning All-State Choir recognition from the Nebraska Choral Directors Association.

16. Administration Reports

16.1. Superintendent's Report

16.2. High School Principal's Report

16.3. Middle School Principal's Report

16.4. Elementary Principal's Report

16.5. Early Childhood/Head Start Report

16.6. Special Education Report

16.7. Instructional Services Report

17. Action Items

17.1. Discuss, consider, and take all action to approve a 2024-2025 Early Graduation Request from London Drewes.

17.2. Discuss, consider, and take all action to approve a 2024-2025 Early Graduation Request from Elijah Golden.

17.3. Discuss, consider, and take all action to approve a 2024-2025 Early Graduation Request from Connor Hills.

17.4. Discuss, consider, and take all action to approve a 2024-2025 Early Graduation Request from Howard Houle.

17.5. Discuss, consider, and take all action to approve a 2024-2025 Early Graduation Request from Kycen Lamb.

17.6. Discuss, consider, and take all action to approve a 2024-2025 Early Graduation Request from Sarah (Alex) Lehmer.

17.7. Discuss, consider, and take all action to approve a 2024-2025 Early Graduation Request from Chloe McKinney.

17.8. Discuss, consider, and take all action to approve a 2024-2025 Early Graduation Request from Makayla Nabity.

17.9. Discuss, consider, and take all action to approve a 2024-2025 Early Graduation Request from Gage Slavicek.

17.10. Discuss, consider, and take all action to approve a 2024-2025 Early Graduation Request from Rylee Winters.

17.11. Discuss, consider, and take all action to approve the first reading of Policy Series 9000 By-laws of the Board (Committee on American Civics).

17.12. Discuss, consider, and take all action to approve the second reading of Policy Series 3000 Business Operations (Finance Committee).

- 17.13. Discuss, consider, and take all action to approve the first reading of 3012 Operational Finance - Management of Capital Reserves.
 - 17.14. Discuss, consider, and take all action to approve the final reading of Policy Series 5000 Students (Committee on American Civics).
 - 17.15. Discuss, consider, and take all action to approve the first reading of 5106 Student Personal Electronic Devices.
 - 17.16. Discuss, consider, and take all action to approve the first reading of 5417 School Wellness Policy and 5417AR Administrative Regulation.
 - 17.17. Discuss, consider, and take all action to approve the final reading of 4112S Tuition Reimbursement for Support Staff.
 - 17.18. Discuss, consider, and take all action to approve the final reading of 4133 Substitute Teachers.
 - 17.19. Discuss, consider, and take all action to approve the 2024-2025 PCS Support Staff Handbook.
 - 17.20. Discuss, consider, and take all action to approve the 2024-2025 Plattsmouth Learning and Universal Support (PLUS) Center Handbook.
 - 17.21. Discuss, consider, and take all action authorizing the superintendent to sell a Safety Speed H5 Vertical Panel Saw (with a Dust System 21/4HP Motor (740CC), Complete Quick Stop Gauge System (H6460), Wheel Kit (H10), Stand (H20).
 - 17.22. Discuss, consider, and take all action authorizing the superintendent to dispose of curriculum materials.
 - 17.23. Discuss, consider, and take all action to approve one-year addendum to the school resource officer (SRO) contract for interlocal services and cooperation between the Plattsmouth Community Schools and the City of Plattsmouth.
 - 17.24. Discuss, consider, and take all action to approve the 2024-2025 PCS and Bloom to Grow Therapy Services independent contractor agreement.
 - 17.25. Discuss, consider, and take all action to approve the 2024-2025 PCS and Meredith Adkins contractor services agreement.
18. Announcements
- 18.1. Next meeting: Monday, June 10, 2024 6 PM Regular Meeting

19. ADJOURNMENT

20. *Closed Session: If, during the course of the meeting, discussion of any items on the agenda should be held in a closed meeting, the board will conduct a closed meeting in accordance with the Nebraska Open Meeting Act.
21. *Sequence of Agenda: The sequence of the agenda topics is subject to change at the discretion of the board.

Special Board Meeting Minutes - Review

Board Member Applications

Wednesday, April 3, 2024 6:00 PM

Administration Center Board Room

1. Call Meeting to Order - This special meeting of the Plattsmouth Community Schools Board of Education is called to order at 6:01 PM on Apr. 3, 2024, in the Plattsmouth Community Schools Administration Center Boardroom at 1912 Old Hwy. 34, Plattsmouth, NE.

President Harvey

2. Acknowledge Open Meetings Law posted on the wall in the boardroom.

President Harvey

3. Publication of Meeting - Notice of the meeting was published in the Mar. 25, 2024 edition of The Daily Record and posted in the display case outside the administration center, at the Plattsmouth location of the U.S. Postal Service, and on the district website at www.pcsd.org.

President Harvey

4. Pledge of Allegiance

President Harvey led the Pledge of Allegiance.

5. Roll Call: Foster, Harvey, Muller, Shuey, Siemonsma, Tesarek-Parsons, Winters, and Woracek.

Foster, Harvey, Muller, Tesarek-Parsons, and Woracek were present. Shuey, Siemonsma, and Winters were absent.

6. Review Board Member Applications

Board members reviewed applications from Jim Allen, Diane Even, Keri Gradoville, Britteny Landon, Ralph Riedel, and Sarah Slattery.

7. Action Item

President Harvey

7.1. Discuss, consider, and take all action to schedule interviews starting at 5:30 PM on Mon., Apr. 8, 2024, with Jim Allen and Keri Gradoville.

Motion by Foster and a second by Muller. Motion passed 5-0.

8. Adjournment-Time: 6:10 PM.

President Harvey

Special Board Meeting Minutes - Board

Candidate Interviews

Monday, April 8, 2024 5:30 PM

Administration Center Board Room

1. Call Meeting to Order - This special meeting of the Plattsmouth Community Schools Board of Education is called to order on Apr. 8, 2024 at 5:30 PM in the Plattsmouth Community Schools Administration Center Boardroom at 1912 Old Hwy. 34, Plattsmouth, NE.

President Harvey

2. Acknowledge Open Meetings Law posted on the wall in the boardroom.

President Harvey

3. Publication of Meeting - Notice of the meeting was published in the Mar. 25, 2024 edition of The Daily Record and posted in the display case outside the administration center, at the Plattsmouth location of the U.S. Postal Service, and on the district website at www.pcsd.org.

President Harvey

4. Pledge of Allegiance

President Harvey led the Pledge of Allegiance.

5. Roll Call: Foster, Harvey, Muller, Shuey, Siemonsma, Tesarek-Parsons, Winters, and Woracek.

All were present.

6. Interview Selected Board Member Candidates

President Harvey led the interviews of Jim Allen and Keri Gradoville.

7. Action Item

President Harvey

7.1. Discuss, consider, and take all action to approve the attached resolution and related appointment of Jim Allen to fill our vacant Board of Education member position.

Motion by Foster and a second by Muller. Motion passed 8-0.

8. Adjournment-Time: 5:47 PM

President Harvey

**April Regular Meeting
Monday, April 8, 2024 6:00 PM
Plattsmouth Administration Center
1912 Old Highway 34
Plattsmouth, NE 68048**

***Subject to approval
at the next regularly
scheduled Board Meeting***

1. Call Meeting to Order - This regular meeting of the Plattsmouth Community Schools Board of Education is called to order on April 8, 2024 at 6:00 PM in the Plattsmouth Community Schools Administration Center Boardroom at 1912 Old Hwy. 34, Plattsmouth, NE.

The meeting was called to order at 6:01 PM.

2. Acknowledge Open Meetings Law posted on the wall in the boardroom.

3. Publication of Meeting - Notice of the meeting was published in the April 2, 2024 edition of The Daily Record and posted in the display case outside the administration center, at the Plattsmouth location of the U.S. Postal Service, and on the district website at www.pcsd.org.

4. Pledge of Allegiance

5. Installation of Newly Appointed Board Member Jim Allen- Oath of Office

6. Roll Call: Allen, Foster, Harvey, Muller, Shuey, Siemonsma, Tesarek-Parsons, Winters, Woracek

6.1. Motion to excuse absences

7. Nominations, voting, and designation of Treasurer.

Motion by Tesarek-Parsons to approve Siemonsma. Second by Winters. **Motion passed 9-0.**

8. Consent Agenda

Motion by Winters and a second by Muller to approve the Consent Agenda. **Motion passed 9-0.**

8.1. Agenda

8.2. Minutes of the March 18, 2024 Regular Meeting

8.3. Treasurer's Report

8.4. Review of the Control Budget

8.5. Claim and transfers in the amount of \$217,092.65

Prepays \$7025.19

8.6. The administration recommends that elementary teacher Mackenzie Miller be released from her contract effective at the end of 2023-2024 school year.

8.7. The administration recommends that early childhood teacher Megan Coy be released from her contract effective at the end of 2023-2024 school year.

8.8. The administration recommends that high school physical education teacher Connor Dukes be released from his contract effective at the end of 2023-2024 school year.

8.9. The administration recommends that data manager (and Board Secretary designee) Barb Baker be released from her contract due to retirement, effective June 28, 2024.

8.10. The administration recommends the hiring of elementary teacher Starla Mobley for the 2024-2025 contract year.

8.11. The administration recommends the hiring of high school physical education teacher Nick Stein for the 2024-2025 contract year.

8.12. The administration recommends the hiring of high school counselor Jeremy Woodworth for the 2024-2025 contract year.

8.13. The administration recommends the hiring of early childhood inclusive teacher Makenzie Hageman for the 2024-2025 contract year.

8.14. The administration recommends that early childhood inclusive teacher Kathryn Jude Taleon be released from her contract relative to the 2024-2025 contract year.

9. Public Forum: Reception of Delegates-A time limit of three minutes will be set for individual speakers on a given topic. A total time limit of thirty minutes will be set for all speakers on a given topic, with an effort to provide equal time for pros, cons, and neutral opinions. While the public forum is an opportunity for members of the public to speak during the meeting, there will not be back-and-forth discussions between members of the public and Board of Education members.

No one addressed the Board.

10. Elementary School Report

Dr. Amber Johnson, Principal at Plattsmouth Elementary gave update on elementary academics.

11. Operations Committee Report

Chair Winters provided an update regarding the recent committee meeting.

12. Finance Committee Report

Siemonsma provided an update regarding the recent committee meeting.

13. Committee on American Civics Report

Chair Shuey provided an update regarding the recent committee meeting.

14. Negotiations Committee Report

Chair Tesarek-Parsons, provided an update regarding the recent committee meeting.

15. Recess (approximately 5-10 minutes) at the discretion of the President

5-minute recess was called by Harvey.

16. Celebrations of Excellence

16.1. Congratulations to our 2023-2024 Trailblazer All-Conference selections for girls basketball including Averi Winters (2nd Team) and Honorable Mention for Aimee Dasher, Jolie Dix, Mila Wehrbein, and Ashleigh Widick.

16.2. Congratulations to our 2023-2024 Trailblazer All-Conference selections for boys basketball including Gage Olsen (2nd Team) and Traceson Skalberg (Honorable Mention).

16.3. Congratulations to our students who earned Winter 2023-2024 Nebraska School Activities Association (NSAA) and Nebraska Chiropractic Physicians Association (NCPA) Academic All-State recognition as noted below.

Boys Basketball - Liam LaSure and Gage Olsen

Girls Basketball - Mila Wehrbein and Gertrude Yoder

Speech - Samantha McKnight and Kaia Shotkoski

Wrestling - Odin Anschutz

Girls Wrestling - Riley Pletka and Emily Zitek

17. Administrative Reports

17.1. Superintendent's Report

17.2. High School Principal's Report

17.3. Middle School Principal's Report

17.4. Elementary Principal's Report

17.5. Early Childhood/Head Start Report

17.6. Special Education Report

18. Action Items

18.1. Discuss, consider, and take all action to approve the first reading of 4112S Tuition Reimbursement for Support Staff.

Motion passed 9-0 with a motion by Muller and a second by Woracek.

18.2. Discuss, consider, and take all action to approve the first reading of 4133 Substitute Teachers.

Motion passed 9-0 with a motion Winters and a second by Muller.

18.3. Discuss, consider, and take all action to approve the 2024-2025 Support Staff Hourly Salary Schedule.

Motion passed 9-0 with a motion by Tesarek-Parsons and a second by Winters.

18.4. Discuss, consider, and take all action to approve a 3% salary increase for all salaried personnel not covered by the Negotiated Agreement.

Motion passed 7-1-1 with a motion by Muller and a second by Foster. Harvey: Abstain (With Conflict), Foster voted no.

18.5. Discuss, consider, and take all action to approve the second reading of Policy Series 5000 Students (Committee on American Civics).

Motion passed 9-0 with a motion by Harvey and a second by Muller.

18.6. Discuss, consider, and take all action to approve the final reading of Policy Series 8000 Internal Board Policies (Operations Committee).

Motion passed 9-0 with a motion by Winters and a second by Harvey.

18.7. Discuss, consider, and take all action to approve the first reading of Policy Series 3000 Business Operations (Finance Committee).

Motion passed 9-0 with a motion by Muller and a second by Siemonsma.

18.8. Discuss, consider, and take all action to approve an addendum to the 2023-2024 Negotiated Agreement such that "Summer school teaching shall be paid at an hourly rate of \$30.00."

Motion passed 9-0 with a motion by Winters and a second by Shuey.

18.9. Discuss, consider, and take all action to approve a request from the Class of 2025 Parents to use PHS for After Prom on May 4 and 5, including a fee waiver per Option 2 in Policy 1100 and approving an exception to Policy 1100 waiving the insurance requirement.

Motion passed 9-0 with a motion by Foster and a second by Winters.

18.10. Discuss, consider, and take all action to approve a request from the 14U Select Baseball Team to use the turf field for home games on 4/14, 4/24, 5/1, 5/5, 6/4, 6/12, and 6/19.

Motion passed 9-0 with a motion by Shuey and a second by Winters.

18.11. Discuss, consider, and take all action to approve a request from Legion Post 56 Baseball to use the turf field for practices and games as identified in the attachments.

Motion passed 9-0 with a motion by Muller and a second by Winters.

18.12. Discuss, consider, and take all action to approve an athletic training services addendum between PCS and Witte Physical Therapy, PC for the period of Aug. 12, 2024 to Aug. 11, 2025.

Motion to approve Aug. 12, 2024 to Aug. 11, 2025, **passed 8-1** with a motion by Foster and a second by Winters. Tesarek-Parsons voted no.

18.13. Discuss, consider, and take all action authorizing the superintendent to sell / dispose of decommissioned computers.

Motion passed 9-0 with a motion by Foster and a second by Muller.

18.14. Discuss, consider, and take all action authorizing the superintendent to sell/dispose of vehicles and equipment.

Motion passed 9-0 with a motion by Foster and a second by Winters.

19. Announcements

19.1. Next meeting: Monday, May 13, 2024 6 PM Regular Meeting

20. ADJOURNMENT

Motion to adjourn at 7:58 PM. **Passed 9-0** with a motion by Allen and a second by Winters.

21. *Closed Session: If, during the course of the meeting, discussion of any item on the agenda should be held in a closed meeting, the board will conduct a closed meeting in accordance with the Nebraska Open Meetings Act.

22. *Sequence of Agenda: The sequence of the agenda topics is subject to change at the discretion of the board.

Chairperson

Superintendent

DRAFT

Committee on American Civics - Open Meeting
Thursday, May 2, 2024 5:30 PM
Administration Center Board Room
1912 Old Hwy. 34
Plattsmouth, NE 68048

*Subject to approval at the next regularly
scheduled Board meeting.

1. Call Meeting to Order - This Committee on American Civics meeting of the Plattsmouth Community Schools Board of Education is called to order on May 2, 2024, at 5:30 PM in the Plattsmouth Community Schools Administration Center Boardroom at 1912 Old Hwy. 34, Plattsmouth, NE. - Chair Shuey

2. Acknowledge Open Meetings Law posted on the wall in the boardroom.
Chair Shuey - Chair Shuey acknowledged the Open Meetings Law posted in the boardroom.

3. Publication of Meeting - Notice of the meeting was published in the Apr. 26, 2024 edition of The Daily Record and posted in the display case outside the administration center, at the Plattsmouth location of the U.S. Postal Service, and on the district website at www.pcsd.org.
Chair Shuey read the notice information.

4. Pledge of Allegiance
Chair Shuey led the Pledge of Allegiance.

5. Roll Call: Muller, Shuey, Woracek - All were present.

6. Discuss and review the social studies curriculum to ensure alignment with the Nebraska Department of Education (NDE) standards and LB 399.

Dr. Larson reviewed the social studies curriculum relative to alignment with NDE standards and LB 399.

6.1. Chair Shuey opened the hearing for public input at 5:35 PM.

There was not any public input.

6.2. Chair Shuey closed the hearing at 5:36 PM.

7. Obtain stakeholder feedback relative to a draft Policy 5106 Student Personal Electronic Devices.

Chair Shuey invited stakeholder input on Policy 5106.

8. Adjournment. Chair Shuey adjourned the meeting at 5:53 PM.

Chairperson

Superintendent



Do Not Use For Account Transactions
PO BOX 3009
MONROE, WI 53566-8309

PLATTSMOUTH COMMUNITY SCHOOL
1912 OLD HIGHWAY 34
PLATTSMOUTH NE 68048-5676

April 30, 2024, monthly transaction statement
View your statements online at vanguard.com.

Client Services: 800-662-2739

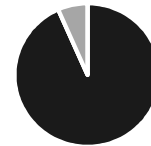
This statement shows only transactions that occurred on your brokerage account during the past month. A comprehensive statement, which includes detail pages for each fund, will continue to be mailed following the close of each quarter.

Assets listed in this statement are held by Vanguard Brokerage Services® (VBS), a division of Vanguard Marketing Corporation (VMC), member FINRA and SIPC. Summary data are provided solely as a service and are for informational purposes only.

Statement overview **\$1,051,021.98**
Total value of all accounts as of April 30, 2024

Accounts	Value on 03/31/2024	Value on 04/30/2024
Plattsmouth Community School		
Organization brokerage account	\$1,141,403.19	\$1,051,021.98

Asset mix



	Value on 04/30/2024
93.4% Stocks	\$981,361.56
0.0% Fixed Income	0.00
6.6% Short-term reserves	69,660.42
0.0% Other	0.00
	\$1,051,021.98

Your percentages are based on your holdings as of the prior month-end. Recalculated values are included. See Disclosures for more information.

Organization brokerage account—XXXX6980
 Plattsmouth Community School

Client Services: 800-662-2739

Account overview

\$1,051,021.98

Total account value as of April 30, 2024

Year-to-date income

Taxable income	\$9,960.26
Nontaxable income	0.00
Total	\$9,960.26

Balances and holdings for Vanguard Brokerage Account—XXXX6980

Your securities are held in your cash account, unless otherwise noted. This section only shows securities that were held in the account at the end of the time period indicated.

Sweep program

Name	Quantity	Price on 04/30/2024	Balance on 03/31/2024	Balance on 04/30/2024
VANGUARD FEDERAL MONEY MARKET FUND 7-day SEC Yield: 5.29%	69,660.4200	\$1.00	\$69,359.99	\$69,660.42
Total Sweep Balance			\$69,359.99	\$69,660.42

ETFs

Symbol	Name	Total cost	Quantity	Price on 04/30/2024	Balance on 03/31/2024	Balance on 04/30/2024
AMPLP	ALPS ALERIAN MLP ETF NEW Est. annual income: \$12,004.63; Est. yield: 7.36%	\$117,738.02	3,479.6054	\$46.8900	\$165,142.07	\$163,158.69

Organization brokerage account—XXXX6980
 Plattsmouth Community School

Client Services: 800-662-2739

Balances and holdings for Vanguard Brokerage Account—XXXX6980 continued

ETFs continued

Symbol	Name	Total cost	Quantity	Price on 04/30/2024	Balance on 03/31/2024	Balance on 04/30/2024
SDY	SPDR SERIES TRUST S&P DIVIDEND ETF Est. annual income: \$2,820.49; Est. yield: 2.59%	85,432.89	856.5110	127.2400	112,408.50	108,982.45
Total Est. annual income: \$14,825.12; Est. yield: 5.45%					\$277,550.57	\$272,141.14

Stocks

Symbol	Name	Total cost	Quantity	Price on 04/30/2024	Balance on 03/31/2024	Balance on 04/30/2024
ASML	ASML HOLDING NV NY REGISTRY SHS NEW 2012 Est. annual income: \$1,646.29; Est. yield: 0.92%	\$46,081.77	205.5840	\$872.4700	\$199,513.10	\$179,365.87
BX	BLACKSTONE INC Est. annual income: \$13,908.85; Est. yield: 2.88%	209,061.56	4,139.5400	116.6100	543,811.36	482,711.75
RHP	RYMAN HOSPITALITY PPTYS INC Est. annual income: \$1,877.13; Est. yield: 3.98%	35,241.73	446.9360	105.4800	51,168.17	47,142.80
Total Est. annual income: \$17,432.27; Est. yield: 2.46%					\$794,492.63	\$709,220.42

Organization brokerage account—XXXX6980

Client Services: 800-662-2739

Plattsmouth Community School

Account activity for Vanguard Brokerage Account – XXXX6980

This section shows transactions that have settled by April 30, 2024.

Income summary

	Dividends	Interest	Tax-exempt interest	Short-term capital gains	Long-term capital gains	Other income
April	\$787.28	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Year-to-date	9,960.26	0.00	0.00	0.00	0.00	0.00

Completed transactions

Settlement date	Trade date	Symbol	Name	Transaction type	Account type	Quantity	Price	Commissions & fees	Amount
04/15	04/15	RHP	RYMAN HOSPITALITY PPTYS INC	Dividend	-	-	-	-	\$486.85
04/15	04/15	RHP	RYMAN HOSPITALITY PPTYS INC	Reinvestment	Cash	4.3430	\$112.0920	-	-486.85
04/30	04/30	-	VANGUARD FEDERAL MONEY MARKET FUND	Dividend	-	-	-	-	300.43
04/30	04/30	-	VANGUARD FEDERAL MONEY MARKET FUND	Reinvestment	-	-	-	-	-300.43

If you had an adjustment to a dividend or interest payment from a previous month, the monthly amount shown under the Income Summary section of your brokerage statement may be overstated.

Pending distributions

Cash dividends, interest, and distributions

Record date	Payable date	Symbol	Name	Transaction type	Quantity	Price	Amount
04/29	05/06	BX	BLACKSTONE INC	Dividend	4,139.5400	\$0.8300	\$3,435.82

Organization brokerage account—XXXX6980
 Plattsmouth Community School

Client Services: 800-662-2739

Account activity for Vanguard Brokerage Account – XXXX6980 continued

Pending distributions continued

Cash dividends, interest, and distributions continued

Record date	Payable date	Symbol	Name	Transaction type	Quantity	Price	Amount
04/29	05/07	ASML	ASML HOLDING NV NY REGISTRY SHS NEW 2012	Dividend	205.5840	1.6143	331.89
							\$3,767.71

The information in "Pending distributions" has been obtained from sources we believe to be reliable. All items are subject to receipt. We make no representation as to accuracy or completeness.

Disclosures

Cost basis information

Vanguard is required to report cost basis information to the IRS for sales of covered securities in taxable (nonretirement) accounts. Covered securities are generally stock or mutual funds acquired on or after January 1, 2011 and 2012, respectively. Unless you select another method, we'll use the "first in, first out" (FIFO) accounting method for sales of stocks and exchange-traded funds (ETFs) and the "average cost" method for sales of mutual funds. For more cost basis information go to investor.vanguard.com/taxes/cost-basis

Summary cost basis information provided on this statement is for informational purposes only. You can review your cost basis information online before making investment decisions.

Gain or loss. The gain or loss realized by the sale or redemption, calculated by subtracting the cost from the proceeds. Gains and losses are generally short-term if the security was held a year or less, and long-term if held more than a year.

For our brokerage clients

Your brokerage cash and/or securities are held in custody by Vanguard Brokerage Services, a division of Vanguard Marketing Corporation, member FINRA and SIPC. Vanguard funds not held through your Vanguard Brokerage Services (VBS) account are held by The Vanguard Group, Inc., and are not protected by SIPC.

I. General information and key terms

Advice. Vanguard Brokerage Services doesn't provide tax, investment, or legal advisory services, and no one associated with Vanguard Brokerage Services is authorized to render such advice.

Direct Participation Program (DPP) and Real Estate Investment Trust (REIT). DPP and REIT securities are generally illiquid. The value of the security will be different than its purchase price. Any estimated value on your statement may not be realized when you seek to liquidate the security.

Financial statement. A Vanguard Brokerage financial statement is available for your inspection at any time upon request to Vanguard Brokerage Services.

Free credit balance. Any free credit balance carried for your account represents funds payable on demand, which, although properly accounted for on Vanguard Brokerage's books of record, aren't segregated and may be used in the conduct of its business to the extent permitted by law. Your

settlement fund may be liquidated upon your request and the proceeds remitted to you.

Dividend reinvestment. When reinvesting dividends of eligible stocks, ETFs, and closed-end funds, Vanguard Brokerage Services combines cash distributions from the accounts of all clients who have requested reinvestment in the same security, and then uses that combined total to purchase additional shares of the security in the open market. The new shares are divided proportionately among the clients' accounts, in whole and fractional shares rounded to four decimal places. If the total purchase can't be completed in one trade, clients will receive shares purchased at the weighted average price paid by Vanguard Brokerage Services. Participants in our free dividend reinvestment program should refer to the "Completed transactions" area of the "Account activity for Vanguard Brokerage Account" section of their Vanguard statements for details of transaction history and dates.

For dividend reinvestment of mutual funds held in your brokerage account, the instructions are provided to the fund and the "settlement date" and "trade date" on your statement will generally represent the day the transaction is entered in your account record. Call Vanguard Brokerage Services with any questions.

Reporting brokerage account discrepancies. Promptly report in writing any inaccuracies or discrepancies in your Vanguard Brokerage account (including unauthorized trading) to Vanguard Brokerage Services. Any oral communication must be confirmed in writing to further protect your rights, including your rights under the Securities Investor Protection Act.

Margin accounts. If you maintain a margin account, this is a combined statement of your general account and a special memorandum account maintained for you under Regulation T issued by the Board of Governors of the Federal Reserve System. The permanent record of the separate account as required by Regulation T is available for your inspection upon request to Vanguard Brokerage Services. All securities must be held in your margin account. Note that purchases of open-end mutual funds and Vanguard ETFs® will settle in your cash account and after 30 days be moved into your margin account.

Money market fund transactions. Vanguard Brokerage Services may elect to send a monthly statement, in lieu of an immediate confirmation, for transactions executed pursuant to a periodic plan or an investment company plan, or executed in shares of any open-end registered money market mutual fund.

Orphaned fractional share transactions. Vanguard Brokerage Services may elect to send a monthly statement, in lieu of an immediate confirmation, for transactions executed to liquidate orphaned fractional share positions. Orphaned fractional share positions are fractional share positions

held without a corresponding whole share position. Liquidations of these positions are executed by Vanguard Brokerage Services on a principal basis at the previous day's closing price, and the proceeds are credited to your account. No transaction fee is charged.

Open orders. A good-till-canceled (GTC) order will remain in effect for 60 calendar days after the business day on which the order was placed. If the 60th day falls during a weekend or on a holiday, the order will be canceled on the next business day before the markets open. GTC orders are automatically entered on a "do not reduce" (DNR) basis. The limit price won't be adjusted when a stock goes "ex-dividend." Orders for securities undergoing corporate actions such as, but not limited to, stock splits, stock dividends, special cash dividends, and spin-offs may be canceled before the market opening on the ex-dividend date of the corporate action. You must maintain records of all open orders. Be sure to review your open GTC orders periodically.

Option accounts. Information regarding commissions and charges related to the execution of an options transaction is provided in the transaction confirmation sent to you at the time of the transaction. These are also available upon request. You should advise us promptly of any changes in your investment objectives or financial situation.

Tax information. After year-end, Vanguard Brokerage Services is required to provide tax information to the IRS and other governmental authorities. At that time, you'll receive necessary information on the annual tax information statement; use that statement to prepare your tax filings. Note that certain types of assets typically need corrected tax forms.

Trade execution. Vanguard Brokerage Services may have acted as principal, agent, or both in the placement of trades for your account. Details are provided upon request to Vanguard Brokerage Services.

Average pricing. If average price transaction is indicated on this statement, details regarding the actual execution prices are available upon request to Vanguard Brokerage Services.

When issued. A short form of "when, as, and if issued." The term indicates a conditional transaction in a security authorized for issuance but not as yet actually issued. All "when issued" transactions are on an "if" basis, to be settled if and when the actual security is issued.

II. Portfolio holdings

The net market value of the securities in your account, including short positions, is reflected in this statement on a trade-date basis at the close of the statement period. The market prices have been obtained from quotation services that we believe to be reliable; however, we can't guarantee their accuracy. Securities for which a price isn't available are marked "—" and are omitted from the total. Prices listed reflect quotations on the statement date. Current prices are listed to help you track your account and aren't suitable for tax purposes. Account balances provided on the statement are displayed in short-form using only two decimal places.

Please logon to your account at Vanguard.com to review your account balances. Accrued interest represents interest earned but not yet received. Fund data on vanguard.com is generally updated mid-month. Depending on when you log on, there may be a difference between the asset mix shown on your statement and the data shown online. There also may be a difference between your fund's actual asset allocation and its target allocation. For more information about your fund's target allocation, go to vanguard.com.

Estimated values on statements. Vanguard Brokerage Services relies on external vendors to provide estimated, periodic valuation and market-price information for securities listed in your account statement. From time to time, this information isn't available or isn't received in time for posting to your account statement. In this case, the valuation or market price on your statement is marked "-" and the security hasn't been valued for purposes of calculating account totals. For owners of auction-rate securities: If an estimated valuation is provided on your account statement for auction-rate securities, please note that due to market illiquidity, you may not be able to sell the security at or near the estimated valuation listed on your account statement.

The estimated annual income (EAI) and estimated yield (EY) figures are estimates and are for informational purposes only. EAI represents estimated income to be distributed by a specific position. EAI may be negative on short positions. EY represents the estimated yield of a specific position based on its EAI and current price. EY reflects only the income generated by an investment. It does not reflect changes in the investment's price, which may fluctuate. EAI and EY for certain types of securities includes return of principal or capital gains, in which case the EAI and EY is not limited to realizable income. Actual income and yield may be higher or lower than the estimated amounts. These figures should not be considered a forecast or guarantee of future results. They are computed using information from providers believed to be reliable; however, no assurance can be made as to the accuracy. Since interest and dividend rates are subject to change at any time and may be affected by current and future economic, political, and business conditions, they should not be relied on for making investment, trading, or tax decisions. The money market settlement fund 7 day SEC yield is calculated by annualizing its daily income distributions for the previous 7 days, which is not the same methodology for calculating EY for other positions held in your account (s). Calculation methodologies differ by security type. Certain security types estimate the annual yield based on historical actual income paid while others estimate future yield based on existing conditions. Please contact Vanguard Brokerage Services for current information regarding your investments and the current estimated valuations of your holdings.

Asset mix for some funds recalculated by Vanguard. If the “Asset mix” section of your “Statement overview” page has a footnote that reads “Recalculated values are included,” the asset allocation breakdown of particular funds within your portfolio among stocks, bonds, and short-term reserves has been calculated using long positions, margin credit or debit balances; short positions have been excluded. Certain funds employ trading strategies, such as risk hedging, short selling, and use of leverage and derivatives, that could result in significant short positions that can’t be displayed using a standard asset allocation pie chart. Exclusion of these short positions may have a significant impact on the “Asset mix” pie chart. For more information about the strategies or holdings of a particular fund, see the fund’s prospectus.

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CASS COUNTY SCHOOL DISTRICT #1
1912 OLD HIGHWAY 34
PLATTSMOUTH NE 68048-5676

Portfolio Summary

Total Portfolio Value	
\$1,204,616.09	
1 Month Ago	\$1,237,054.88
1 Year Ago	\$1,171,692.58
3 Years Ago	\$1,391,617.52
5 Years Ago	\$1,223,840.80

2024 Purpose, Inclusion and Citizenship Report: Growing our impact

At Edward Jones, the work we do is an extension of our purpose: to partner for positive impact to improve the lives of our clients and colleagues, and together, better our communities and society. We believe we have a responsibility to leave people and places better than we found them. Learn more about our efforts by downloading our 2024 Purpose, Inclusion and Citizenship Report, Growing our impact, at www.edwardjones.com/growingourimpact.

Trades soon to settle in one business day

Starting May 28, 2024, the settlement cycle for most trades that currently settle in two business days will shorten to one business day. This means when you sell securities, you can expect to be paid sooner, and when you purchase securities, you'll be required to provide payment earlier. This change affects the entire financial industry. Please contact your financial advisor if you have questions.

Overview of Accounts				
Accounts	Account Holder	Account Number	Value 1 Year Ago	Current Value
Association Account Select	Cass County School District #1	693-12506-1-4	\$44,369.43	\$32,926.04
Association Account Advisory Solutions Fund Model	Cass County School District #1	693-19740-1-5	\$1,127,323.15	\$1,171,690.05
Total Accounts			\$1,171,692.58	\$1,204,616.09

Although account information is provided on this page, it does not guarantee an actual statement was produced. Refer to your account statement for the exact registration and more specific details regarding each account.

Important disclosures; such as Statement of Financial Condition, Conditions that Govern Your Account, Account Safety, Errors, Complaints, Withholding, Free Credit Balance, Fair Market Value or Terminology; relating to your account(s) are available on the last page of this package or at www.edwardjones.com/statementdisclosures.

Cass County School District #1

Our perspective, delivered to you

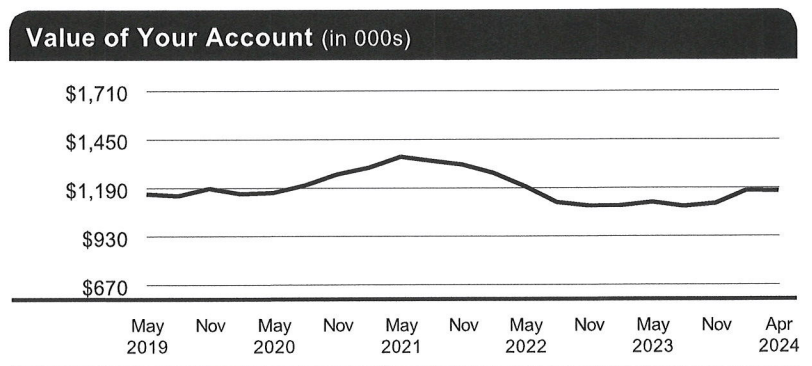
Would you like to receive market commentary, investing guidance and educational resources right to your inbox? Check out the latest edition of the Edward Jones Perspective newsletter at edwardjones.com/newsletter and ask your financial advisor to sign you up.

Association - Advisory Solutions Fund Model

Portfolio Objective - Account: Balanced Growth and Income

For more information about the Advisory Solutions program go to www.edwardjones.com/advisorybrochures.

Account Value	
\$1,171,690.05	
1 Month Ago	\$1,203,428.01
1 Year Ago	\$1,127,323.15
3 Years Ago	\$1,347,108.51
5 Years Ago	\$1,187,198.89



Value Summary		
	This Period	This Year
Beginning Value	\$1,203,428.01	\$1,163,247.58
Assets Added to Account	0.00	0.00
Assets Withdrawn from Account	0.00	-4,200.00
Fees and Charges	-960.31	-3,708.60
Change In Value	-30,777.65	16,351.07
Ending Value	\$1,171,690.05	

For more information regarding the Value Summary section, please visit www.edwardjones.com/mystatementguide.

Rate of Return					
Your Personal Rate of Return for Assets Held at Edward Jones	This Quarter	Year to Date	Last 12 Months	3 Years Annualized	5 Years Annualized
	-2.64%	1.09%	9.17%	-0.36%	4.47%

Performance Benchmarks

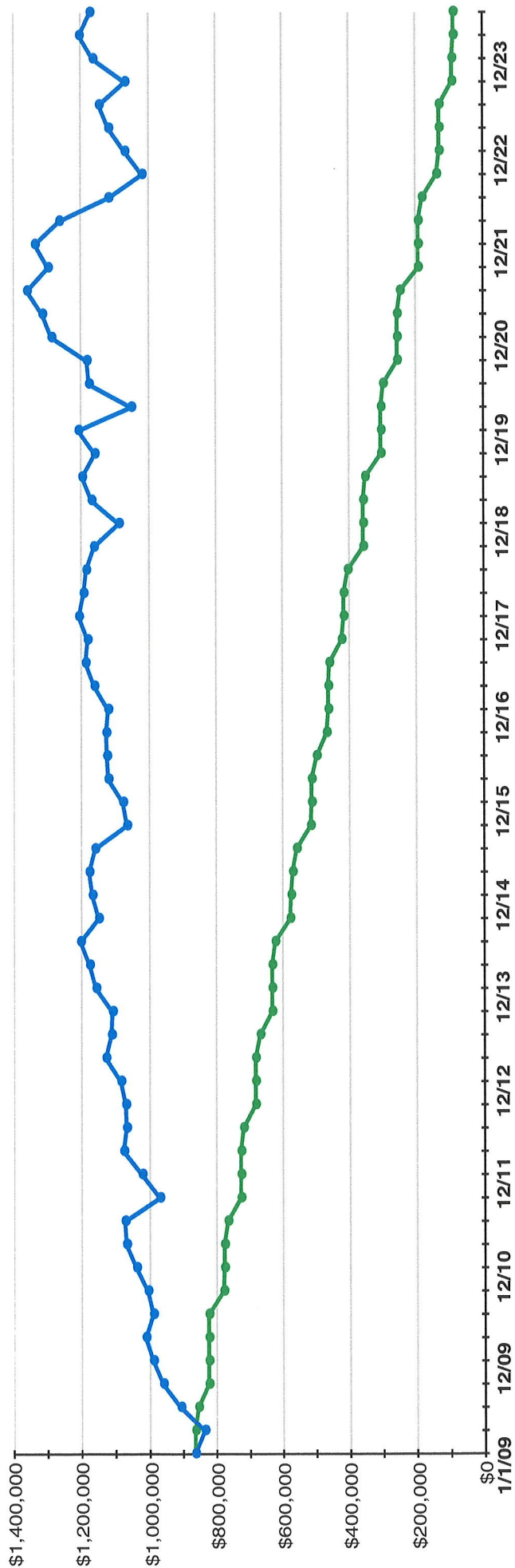
Performance Summary

Portfolio Objective: Portfolio Objective is Invalid

Prepared for: WILEY SCHOLARSHIP FUND - COMBINED ACCTS
Saving for SCHOLARSHIPS

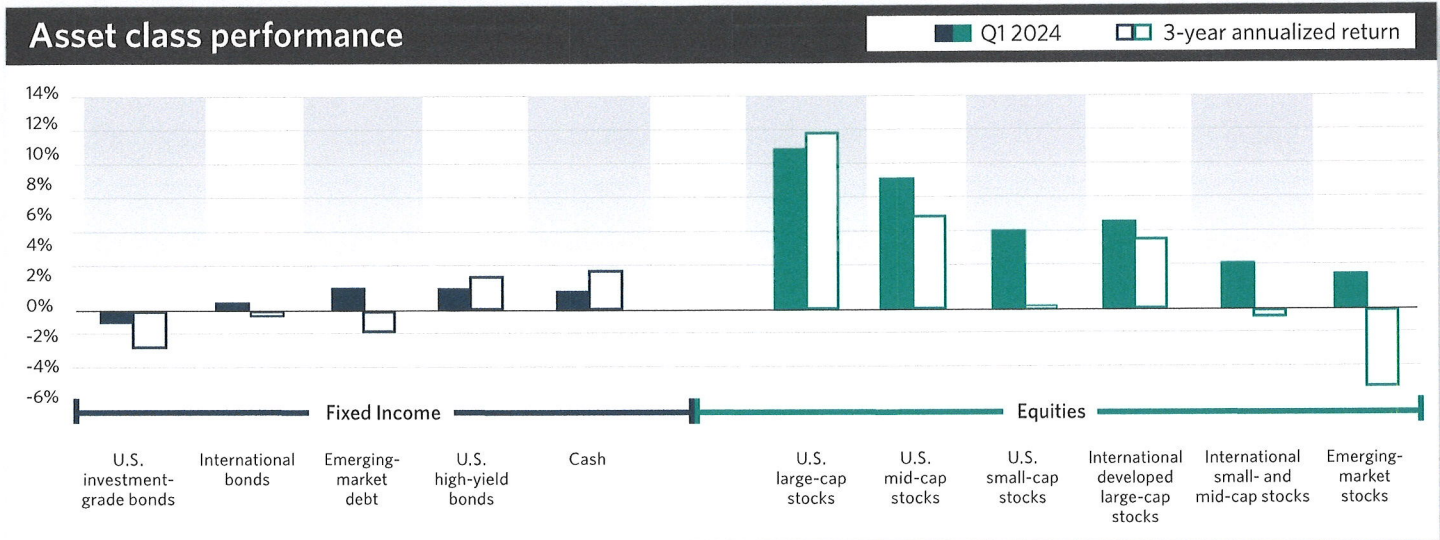
Michael A Schultdt
Financial Advisor

This summary details the value of your account(s) at Edward Jones. It excludes information about assets held by a vendor outside of Edward Jones.



Value of Account(s) at Edward Jones	2021	2022	2023	2024	Since 01-Jan-2009
Beginning Value	\$1,286,910.79	\$1,335,333.57	\$1,070,466.76	\$1,163,242.84	\$864,350.66
Amount Added / Withdrawn	(\$63,000.00)	(\$62,400.00)	(\$37,800.00)	(\$4,200.00)	(\$776,980.93)
Return in \$	\$111,422.78	(\$202,466.81)	\$130,576.08	\$12,647.21	\$1,084,320.33
Ending Value	\$1,335,333.57	\$1,070,466.76	\$1,163,242.84	\$1,171,690.05	\$1,171,690.05
Your Personal Rate of Return as of Apr 26, 2024	8.86%	-15.48%	12.38%	1.09%	Annualized Return
Please refer to "Putting Your Performance into Perspective" for Important Information.					7.32%

Quarterly market outlook: **Second quarter 2024**



Source: Morningstar Direct, 3/31/2024. Total returns in USD. Cash represented by the Bloomberg US Treasury Bellwethers 3-Month Index. U.S. investment-grade bonds represented by the Bloomberg US Aggregate Bond Index. U.S. high-yield bonds represented by the Bloomberg US HY 2% Issuer Cap Index. International bonds represented by the Bloomberg Global Aggregate Ex USD Hedged Index. Emerging-market debt represented by the Bloomberg Emerging Market USD Aggregate Index. U.S. large-cap stocks represented by the S&P 500 Index. Developed international large-cap stocks represented by the MSCI EAFE Index. U.S. mid-cap stocks represented by the Russell Mid-cap index. U.S. small-cap stocks represented by the Russell 2000 Index. International small- and mid-cap stocks represented by the MSCI EAFE SMID Index. Emerging-market equity represented by the MSCI EM Index. Past performance does not guarantee future results. An index is unmanaged and is not available for direct investment.

Looking back at the first quarter

Equity markets picked up where they left off in 2023, continuing their trend higher while higher bond yields pressured investment-grade bond returns.

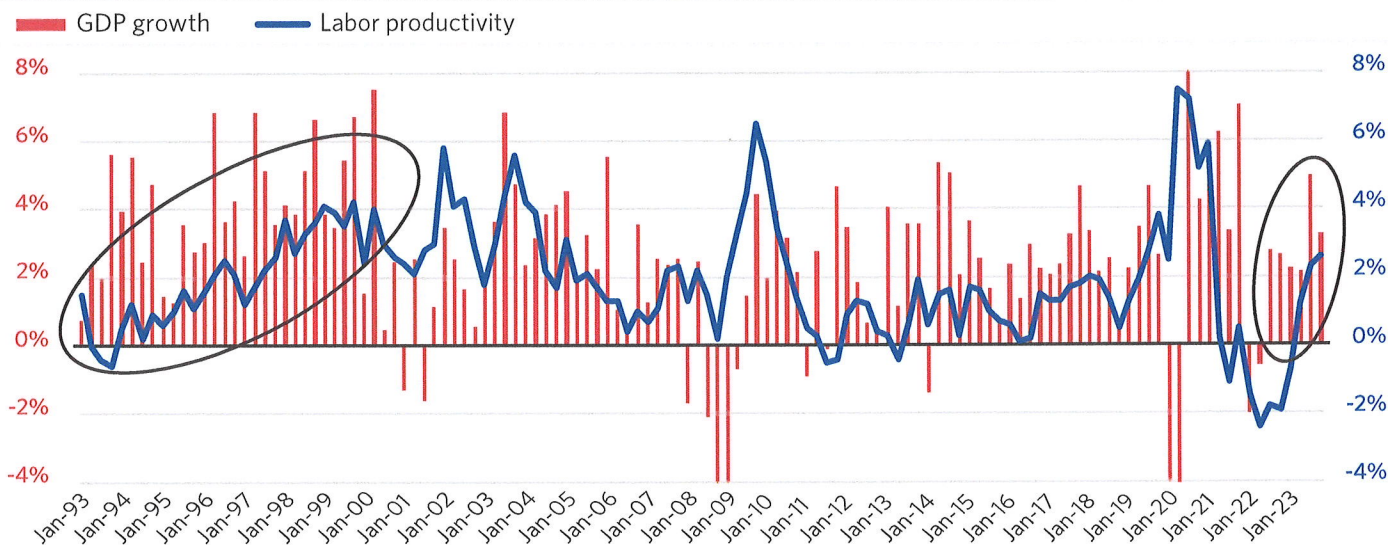
Equity markets march higher; bonds pressured by higher yields — Equity markets rallied in the first quarter, with each of our recommended equity asset classes finishing higher, led by U.S. large-cap stocks, which gained 10.6%. Treasury yields moved higher in the first quarter, with the 10-year yield rising roughly 0.3 percentage points to 4.2% in response to higher-than-expected inflation readings, pressuring investment-grade bond returns. Unlike bouts of equity-market volatility in 2023 that were accompanied by rising bond yields, resilient economic activity and healthy corporate profits helped lift stocks in the first quarter despite rising bond yields.

Broadening participation helped lift equity markets — 2023 was characterized by narrow leadership, with a handful of mega-cap technology companies accounting for a large portion of the S&P 500's gains. The technology, communication services and consumer discretionary sectors each returned over 40% in 2023, while no other sector returned more than 18%. Q1 saw continued strength in technology and communication services, with each sector higher by over 12%. Cyclical sectors such as industrials, energy and financials saw strong performance as well, each rising by 11% or better. We'd look for broadening leadership to continue in 2024, with some of last year's laggards potentially playing catch-up.

Markets adjust expectations for Fed rate cuts — Inflation data showed in Q1 that the trend remains lower; however, the path to the Federal Reserve's 2% target could have bumps along the way. Core Consumer Price Index (CPI) inflation declined modestly, from a 3.9% year-over-year gain at the end of 2023 to 3.8% in February. Despite the gradual trend lower, both the January and February CPI readings were above consensus expectations, leading markets to lower expectations for Fed rate cuts in 2024 and driving bond yields higher.

► Action for investors

Broadening market leadership highlights the importance of maintaining diversification across multiple regions, styles and sectors. Work with your financial advisor to help ensure your portfolio is appropriately diversified and aligned with your long-term goals.

Quarterly market outlook: **Second quarter 2024****GDP growth should benefit from rising productivity**

Source: St. Louis Fed, Quarterly U.S. GDP growth and year-over-year change in labor productivity.

Economic outlook

Recession risks have faded, with the economy hitting its stride in recent quarters despite restrictive Fed policy. We think the expansion can continue, but we expect some momentum will fade as consumers show a bit of fatigue. Lower inflation will be a necessary condition that should allow the Fed cut rates in the second half of the year, supporting GDP growth.

The inflation fight isn't over — The catch-22 of healthy economic growth is that it creates upward pressure on inflation. Positively, Core Personal Consumption Expenditures (the Fed's preferred measure of inflation) has fallen below 3%, though there's still plenty of work to be done to reach the Fed's 2% target. While recent housing and goods production trends signal lower inflation, we wouldn't rule out a few hiccups along the way. This may complicate the Fed's job but likely won't prevent rate cuts from starting this summer, which should support GDP growth ahead.

Labor market slack emerges — The labor market remains strong, with unemployment below 4% since 2022. We don't expect a significant spike in unemployment, but trends in job openings and turnover signal some moderation in employment conditions. In our view, this will temper the pace of household spending, which was a strong driver of above-trend GDP growth in 2023. Encouragingly, labor productivity has been strong, which can support GDP growth even as payroll gains and wages moderate. Recent improvement in business investment suggests that productivity gains could continue in the near term, while artificial intelligence could introduce a longer-term productivity boom, similar to the economic expansion of the 1990s.

Lagging areas staging a rebound — Housing and manufacturing contracted in 2023, though strong consumer spending largely overcame this weakness. Recently, the ISM manufacturing index rose to its highest reading since September 2022, while a pickup in durable goods orders signals a rebound in business spending. We expect GDP growth to slow from 2023's levels, but a pickup in these lagging sectors should help extend the expansion.

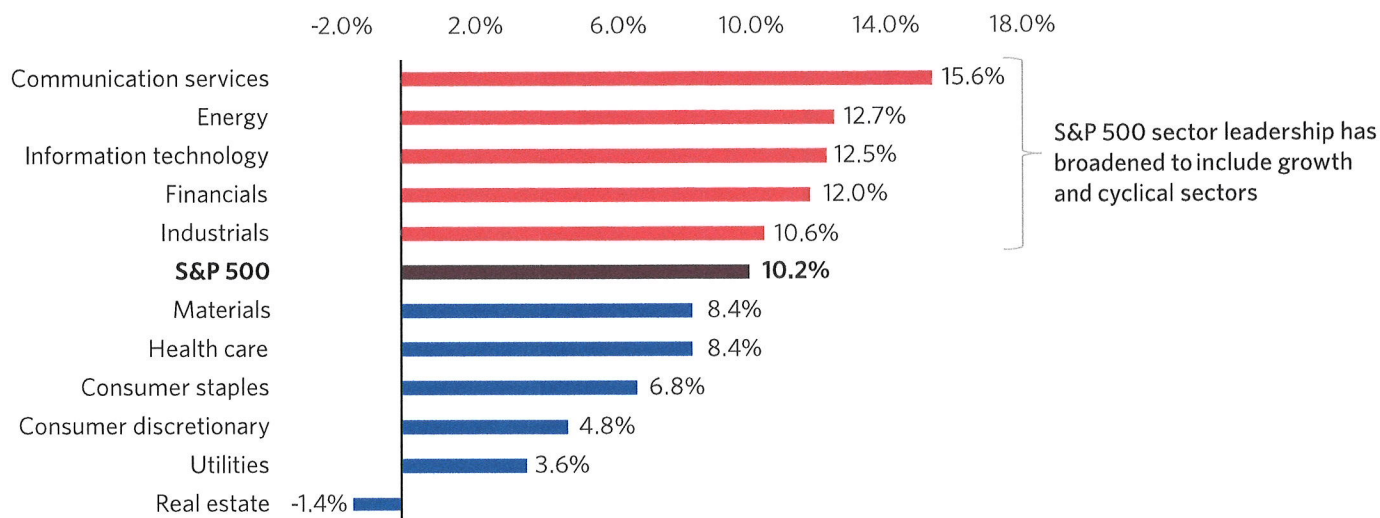
► Action for investors

We think U.S. economic growth will outpace that of global developed economies, supporting earnings growth and an overweight allocation to U.S. large-cap equity. Future Fed rate cuts and potentially lower yields favor extending duration within bond allocations.

Past performance does not guarantee future results.

Quarterly market outlook: **Second quarter 2024**

2024 YTD sector returns, S&P 500



Source: FactSet, as of 3/28/24.

Equity outlook

Stock markets continued to rally in the first quarter of 2024, with the S&P 500 higher by nearly 10%. Underneath the surface, we have started to see market participation broaden beyond mega-cap technology stocks. Small- and mid-cap stocks have moved higher, and cyclical sectors have outperformed the broader index as well.

Market volatility may be likely after a strong rally — The S&P 500 rallied over 25% from late October 2023 through the first quarter of 2024, without a correction of 5% or more. After strong performance in the first quarter, we expect market volatility or a pullback to emerge, perhaps as uncertainty about the paths of inflation and the Fed lingers. However, we would not expect any market correction to morph into a more severe bear market (a pullback of 20% or more). Down markets tend to occur when the economy is headed toward a recession or the Fed is raising rates — neither of which is in place today. Thus, market volatility may be an opportunity to add to or diversify portfolios, particularly for investors who may not have fully participated in the recent rally.

Market leadership continues to broaden — While the mega-cap technology theme has certainly continued to see momentum in the first quarter of 2024, there have also been encouraging signs that market leadership may be broadening. From a sector perspective, while technology and communication services are still top performers, cyclical sectors like energy, financials and industrials are also outperforming the S&P 500. These sectors tend to do well when economic growth is steady or improving, which we believe is the case for the U.S. economy in 2024. Small- and mid-cap stocks are starting to play catch-up with U.S. large-cap stocks as well. In our view, this broadening in leadership may continue over the next year, especially as the Fed potentially pivots to rate cuts and earnings growth also broadens across sectors.

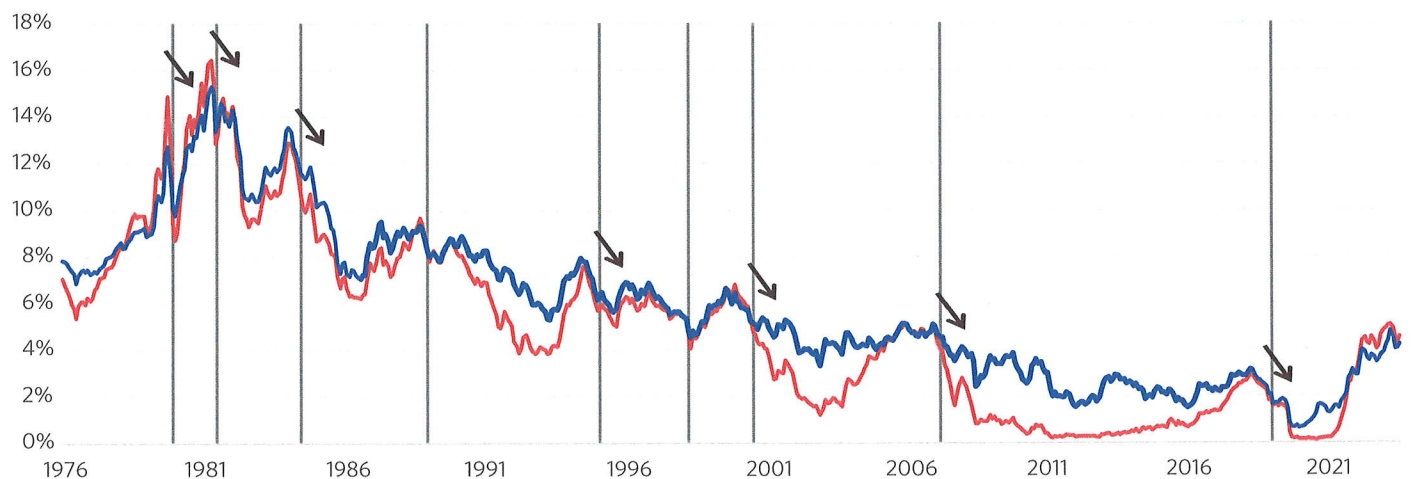
► Action for investors

We recommend overweighting U.S. equities in your portfolio, specifically U.S. large- and mid-cap stocks, which we believe can continue to outperform in the year ahead. Periods of market volatility or pullbacks can be opportunities to add to or diversify portfolios, particularly as the Fed gradually pivots to rate cuts and U.S. earnings growth broadens.

Past performance does not guarantee future results. Diversification does not guarantee a profit or protect against loss in declining markets.

Quarterly market outlook: **Second quarter 2024****Short- and long-term Treasury yields tend to decline when the Fed starts cutting rates**

— First Fed rate cut for cycle — U.S. 2-year Treasury yield — U.S. 10-year Treasury yield



Source: Federal Reserve Bank of St. Louis.

Fixed-income outlook

Yields have risen in recent months, driven in part by the slowing decline of inflation. While higher yields have impacted bond prices — weighing on the U.S. bond market — Treasury yields generally remain well below highs for the cycle. We expect the Fed to start cutting rates soon, which should drive short-term rates lower, steepening the yield curve. U.S. high-yield bond credit spreads are near historical lows, providing relatively less compensation for credit risk.

The Fed signals three rate cuts this year — The Fed updated its economic projections in March, maintaining expectations for three rate cuts this year. If inflation continues to moderate, as is expected, the Fed should be able to pivot to less-restrictive monetary policy soon. We expect rate cuts to start in the second half of the year if inflation continues its downward trend.

The yield curve could steepen — As the timing of Fed rate cuts become clearer, short-term yields could decline. We expect short-term rates to fall more than long-term rates, steepening the yield curve, which has been inverted for nearly two years. This could increase reinvestment risk for short-term bonds and certificates of deposit as investors might have to reinvest maturing principal at lower rates. Maturing CDs and short-term bonds could be a source of funds to reallocate to underrepresented asset classes of a well-diversified portfolio.

U.S. high-yield bond credit spreads are near historical lows — U.S. high-yield bonds have been a top-performing fixed-income asset class, benefitting from tighter credit spreads. Credit spread — which is the excess yield above U.S. Treasury bonds of comparable maturity — currently provides less compensation for credit risk, potentially making high-yield bonds relatively less attractive. Emerging-market debt, which is also included with aggressive-income investments, is more attractive in our view, as it would benefit more from lower rates due to its longer duration.

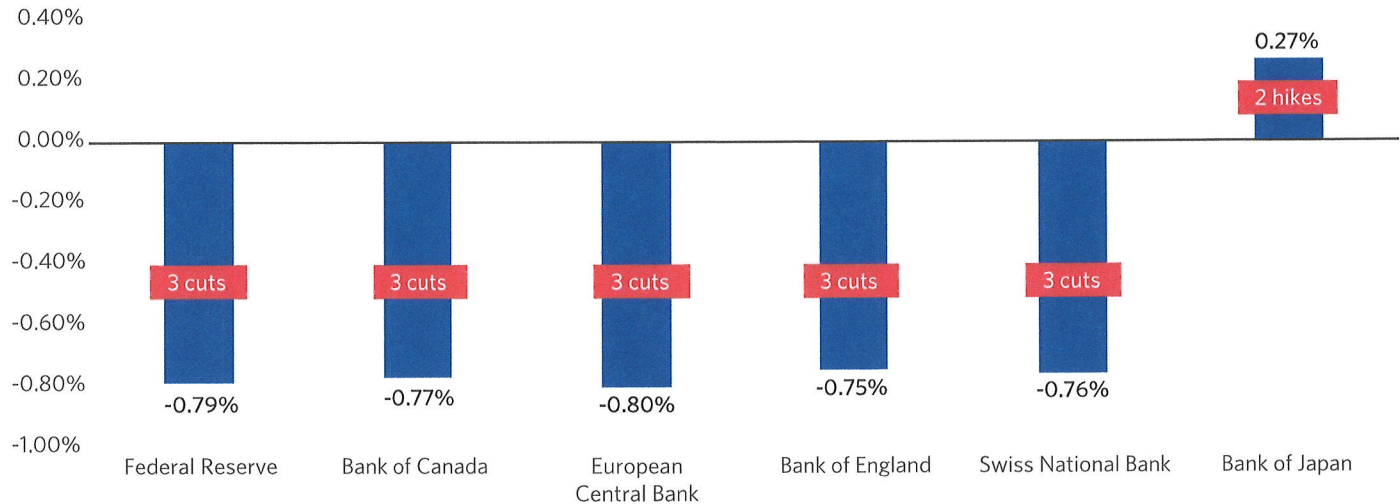
► Action for investors

We recommend underweighting fixed income relative to your long-term strategic asset allocations, as we expect U.S. stocks to outperform bonds over the near term. We also see an opportunity to overweight emerging-market debt, with U.S. high-yield bonds as a potential source of funds. Within U.S. investment-grade bonds, extending duration by adding to intermediate- and long-term bonds can help reduce reinvestment risk by locking in rates for longer.

Before investing in bonds, you should understand the risks involved, including credit risk and market risk. Bond investments are also subject to interest rate risk such that when interest rates rise, the prices of bonds can decrease, and the investor can lose principal value if the investment is sold prior to maturity.

Quarterly market outlook: **Second quarter 2024****Most major central banks are poised to embark on a coordinated easing cycle**

Expected change in central bank policy rates by year-end



Source: Bloomberg, Edward Jones, 3/27/24.

International outlook

U.S. equity markets continued to outperform through the first quarter, but leadership is starting to broaden, with several global markets hitting fresh record highs. These include the German DAX, the French CAC and Japan's Nikkei. While the U.S. will likely maintain its economic and earnings growth advantage, easier central bank policy in the months ahead and a rangebound U.S. dollar brighten the international outlook.

Central banks prepare for rate cuts — Global inflation will likely remain on a downward path the rest of 2024, allowing central banks to pivot to rate cuts. The Swiss National Bank became the first major central bank to cut rates in this cycle, with most others, including the Fed and the European Central Bank, likely to follow suit in the second half of the year. While the Bank of Japan (BoJ) raised rates, it is only exiting negative rates, and policy will stay accommodative. In our view, the coordinated global easing cycle will help sustain the expansion and reaccelerate growth.

U.S. economy leads, but international growth likely past its worst — The eurozone economy has stalled over the past four quarters, while Japanese growth has downshifted. On the other hand, the U.S. economy has been boosted by strong consumption and a notable uptrend in productivity. U.S. growth will likely continue to lead this year, but we expect global rate cutting to drive a recovery in manufacturing activity, lifting international growth prospects. The 32% discount in international developed equity valuations relative to U.S. stocks and attractive dividend yields justify in our view a neutral allocation to international stocks despite weaker economic and earnings momentum.

China headwinds persist — Activity in China appears to be regaining some momentum as policymakers are taking incremental steps to support the economy. However, ongoing pressures in the property sector, which accounts for 30% of China's gross domestic product, as well as a challenging regulatory landscape, will continue to weigh on relative performance, in our view.

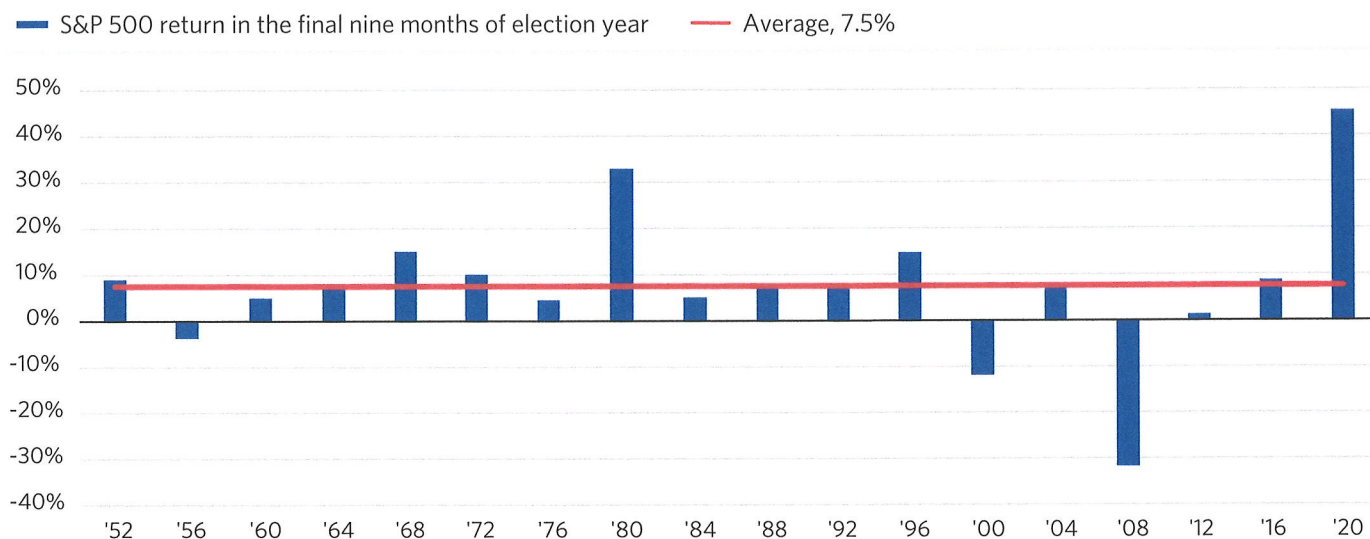
► **Action for investors**

We recommend underweighting emerging-market equities, staying neutral with international developed equities, and overweighting U.S. stocks.

Within fixed income, we see an opportunity to overweight emerging-market debt, which has higher interest-rate sensitivity and historically outperforms U.S. bonds in periods following peak Fed policy.

Special risks are inherent to international investing, including those related to currency fluctuations and foreign political and economic events.

Before investing in bonds, you should understand the risks involved, including credit risk and market risk. Bond investments are also subject to interest rate risk such that when interest rates rise, the prices of bonds can decrease, and the investor can lose principal value if the investment is sold prior to maturity.

Quarterly market outlook: **Second quarter 2024****S&P 500 price return in the final nine months of election years (1952–2020)**

Source: Morningstar Direct, Edward Jones. Price return of the S&P 500 Index.

Presidential elections and the markets

The 2024 U.S. presidential election will be top of mind for many investors as we move through the year. While political uncertainty could drive short-term bouts of volatility, history shows the stock market tends to perform well in election years regardless of political outcomes.

Stocks have fared well in election years — In the past 18 elections going back to 1952, the S&P 500 has returned an average of 7.5% in the final nine months of an election year, and returns have been positive 83% of the time. This compares to an average gain of 6.8% in the final nine months of all years dating back to 1952, with returns positive 72% of the time. We acknowledge that this year's election has the potential to be contentious, which could spur short-term market volatility. However, one unique aspect of this year's election is that both of the likely candidates have already served a term in office. To that end, markets have performed well under both Donald Trump and Joe Biden, with the S&P 500 returning roughly 16% per year from 2017–20 and 12.7% per year from 2021 through the end of March 2024. Market familiarity with both candidates should provide investors confidence that stocks could continue to perform well under either party.

Economic growth and fundamentals are more important drivers of market returns —

Over the long term, we believe economic growth and fundamental variables such as corporate earnings and interest rates have a more powerful influence on markets than politics. To that end, we expect the economic backdrop to remain supportive to equity markets in 2024. Our view is for economic growth to slow from above-trend levels, but remain positive; the Fed to begin cutting rates in the second half of the year; and corporate profit growth to accelerate in 2024. In our view, this backdrop creates a positive environment for equity markets, particularly in the U.S., regardless of who wins the election.

► **Action for investors**

As we approach election day, we recommend using pockets of market volatility spurred by political uncertainty as an opportunity to add to quality investments in line with your long-term goals.

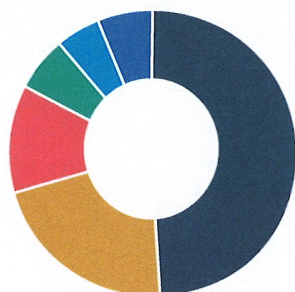
Past performance does not guarantee future results.

Quarterly market outlook: **Second quarter 2024**

Strategic asset allocation guidance

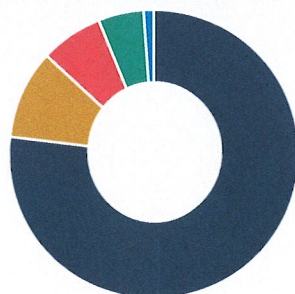
Our **strategic asset allocation** represents our view of balanced diversification for the fixed-income and equity portions of a well-diversified portfolio based on our outlook for the economy and markets over the next 30 years. The exact weightings (neutral weights) to each asset class will depend on the broad allocation to equity and fixed-income investments that most closely aligns with your comfort with risk and financial goals.

Equity diversification



- U.S. large-cap stocks
- International large-cap stocks
- U.S. mid-cap stocks
- U.S. small-cap stocks
- International small- and mid-cap stocks
- Emerging-market equity

Fixed-income diversification



- U.S. investment-grade bonds
- U.S. high-yield bonds
- International bonds
- Emerging-market debt
- Cash

Opportunistic portfolio guidance

Our **opportunistic portfolio guidance** represents our timely investment advice based on our global outlook. We expect this guidance to enhance your portfolio's return potential, relative to our long-term strategic portfolio guidance, without taking on unintentional risk.

	Underweight	Neutral	Overweight
Asset allocation guidance			
Equity	●	●	●
Fixed income	●	●	●
Equities	U.S. large-cap stocks	●	●
	International large-cap stocks	●	●
	U.S. mid-cap stocks	●	●
	U.S. small-cap stocks	●	●
	International small- and mid-cap stocks	●	●
	Emerging-market equity	●	●
Fixed income	U.S. investment-grade bonds	●	●
	U.S. high-yield bonds	●	●
	International bonds	●	●
	Emerging-market debt	●	●
	Cash	●	●
Equity style guidance			
Value-style equity	●	●	●
Growth-style equity	●	●	●
U.S. equity sector guidance			
Communication services	●	●	●
Consumer discretionary	●	●	●
Consumer staples	●	●	●
Energy	●	●	●
Financial services	●	●	●
Health care	●	●	●
Industrials	●	●	●
Materials	●	●	●
Real estate	●	●	●
Technology	●	●	●
Utilities	●	●	●
U.S. investment-grade bond guidance			
Interest rate risk (duration)	●	●	●
Credit risk	●	●	●

Diversification does not ensure a profit or protect against loss in a declining market.

<u>Vendor Name</u>		<u>Vendor Description</u>	<u>Amount</u>
Checking	1		
Checking	1	Fund: 01 GENERAL	
3 ARE ONE, INC		ADVERTIZING	494.66
ABSOLUTE HEALTHCARE URGENT CARE		SERVICE	150.00
ACCELERATED GRAPHX LLC		SUPPLIES	320.00
ACTION BATTERIES UNLIMITED INC		SUPPLIES	49.80
ACTIVE INTERNET TECHNOLOGIES LLC		WEBSITE PROVIDER	9,059.00
ADKINS, MEREDITH		SLP CONTRACTOR	10,137.00
ALL COVERED		SERVICES	3,351.54
AMAZON CAPITAL SERVICES INC		SUPPLIES	1,054.33
AMERI-TECH INDUSTRIAL INC		REPAIRS	568.93
AYALA, SABRINA		REIMBURSEMENT	6.30
BLACKWELL, KATHRYN		MILEAGE REIMBURSEMENT	900.48
BOMGAARS		SUPPLIES	519.57
CANON FINANCIAL SERVICES, INC		COPIER LEASES	5,474.12
CAPITAL BUSINESS SYSTEMS INC		COPIER SUPPLIES/SERVICE	1,729.90
CHARTER COMMUNICATIONS HOLDING COMPANY LLC		SERVICE	47.65
CITY OF PLATTSMOUTH		WATER & SEWER	1,833.42
COUNCIL BLUFFS WINNELSON		SUPPLIES	121.00
CRICK, RYAN		MUSIC ACCOMPANIST SERVICES	520.00
DATA DOCUMENTS LLC		SUPPLIES	158.09
DEMCO INC		SUPPLIES	928.45
DIGGINS, JUSTIN		MILEAGE REIMBURSEMENT	979.54
DUECHTING, CYNTHIA		LEP SERVICES	3,144.82
EDUCATIONAL SERVICE UNIT #3		SERVICE	32,400.84
FASTENAL COMPANY		SUPPLIES	6,611.05
FIBER PLATFORM LLC		EDUC VIDEO BUNDLE	631.27
FIREGUARD INC		SUPPLIES/SERVICE	1,964.23
FIRST STUDENT INC		TRANSPORTATION	146,401.16

<u>Vendor Name</u>	<u>Vendor Description</u>	<u>Amount</u>
FOLLETT SCHOOL SOLUTIONS LLC	SUPPLIES	68.18
GOODWILL INDUSTRIES INC	WORK EXPERIENCE TUITION	4,200.00
GREEN FEES LAWN & IRRIGATION	SERVICE	2,020.00
GREENLIFE GARDENS	SUPPLIES	1,220.00
HEARTLAND FAMILY SERVICE	TUITION	9,380.00
HEARTLAND FOUNDATION	TUITION	8,310.00
HELLBUSCH, DEANNA	REIMBURSEMENT	160.49
HENRY-HOBSCHEIDT MOTORS, INC	SALES/SERVICE	2,291.89
HILLER ELECTRIC COMPANY	SERVICE	2,083.90
HOME DEPOT U.S.A. D/B/A HOME DEPOT PRO	SUPPLIES	4,586.48
J.W. PEPPER & SON INC	SUPPLIES	362.57
JAN MILLER BURKINS CONSULTING LLC		3,613.00
JOHN DEERE LANDSCAPES LLC	SERVICE	624.29
JUST FOR KIDS THERAPY INC	SERVICES	12,655.50
LANGFELDT OVERHEAD DOOR INC	SERVICE	148.00
LIFEARTS INTEGRATED HEALTH CENTER PC	DOT PHYSICALS	90.00
MATHESON TRI-GAS INC	SUPPLIES	239.90
MENARDS BELLEVUE	SUPPLIES	293.40
MOSS, DONNA	SPEECH LANGUAGE SERVICES	13,527.00
MULLENAX AUTO SUPPLY	SUPPLIES	32.77
MYERS-KROMMENHOEK, DARIEN	CONTRACTED SERVICES	11,947.50
NASSP	MEMBERSHIP/SUPPLIES	385.00
NCECBVI	VISION SERVICES	4,900.00
NEBRASKA AIR FILTER INC	FURNACE FILTERS	3,586.73
NEBRASKA COUNCIL OF SCHOOL ADMINISTRATORS	REGISTRATIONS/DUES	1,035.00
NEBRASKA PUBLIC POWER DISTRICT	ELECTRICITY	24,757.04
NEBRASKA SAFETY CENTER	DRIVER TRAINING	4,021.68
NORTHLAND SECURITIES, INC	CONSULTING	2,500.00

<u>Vendor Name</u>	<u>Vendor Description</u>	<u>Amount</u>
O'REILLY AUTOMOTIVE INC	SUPPLIES	45.02
OMAHA PUBLIC POWER DISTRICT	UPS/SERVICE	45.80
OMAHA WINLECTRIC CO	SUPPLIES	104.11
ONE SOURCE THE BACKGROUND CHECK COMPANY	SERVICE	309.00
PERMITE LLC	SERVICE	500.00
PHS DECA	REIMBURSEMENT	522.00
PRIME HOME DEVELOPMENTAL DISABILITIES SERVICES INC	SERVICES	11,690.26
PROFESSIONAL HEATING AND AIR	SERVICE	3,890.00
PSYCHEMEDICS CORPORATION	SERVICE/SUPPLIES	585.00
QUADIENT LEASING USA INC	POSTAGE METER LEASE	536.88
QUALITY SIGNS	SIGNS	675.00
RIEKES EQUIPMENT COMPANY	SUPPLIES	1,389.51
SCHOLASTIC MAGAZINES	SUBSCRIPTION	177.90
SCHOOL SPECIALTY LLC	SUPPLIES	556.65
SCOTT RESIDENTIAL MANAGEMENT LLC	SERVICES	48.00
SHRED IT US JV LLC	SHREDDING	326.90
SOTER TECHNOLOGIES LLC	SUPPLIES	450.00
STAUB - MULLER, LACEY	MILEAGE REIMBURSEMENT	1,862.87
TCF NATIONAL BANK	MOWER LEASE	1,822.86
TEACHING STRATEGIES INC	SUPPLIES	4,982.00
TIME MANAGEMENT SYSTEMS	TIMEKEEPING SYSTEM SERVICE	331.00
TK ELEVATOR CORPORATION	SERVICE	626.19
TOTAL TOOL SUPPLY, INC.	SUPPLIER	174.54
TURFWERKS	SUPPLIES/EQUIPMENT	454.40
UNIVERSITY OF NEBRASKA BOARD OF REGENTS	REGISTRATION	25.00
UNL EXTENSION	REGISTRATION	325.00
US BANK NA	FUEL PURCHASES	1,366.84
VERIZON WIRELESS	CELL SERVICE	527.24

<u>Vendor Name</u>	<u>Vendor Description</u>	<u>Amount</u>		
VISION SERVICE PLAN INSURANCE COMPANY	EMPLOYEE BENEFIT	18.44		
VOICE & DATA SYSTEMS INC	SERVICE	768.00		
WARGA, KIMBER	MILEAGE REIMBURSEMENT	956.76		
WARGA, STEVE	ADVERTISING	50.00		
WASTE MANAGEMENT OF NEBRASKA INC	TRASH SERVICE	4,372.13		
WAYNE STATE COLLEGE	TUITION	150.00		
WILBUR-ELLIS HOLDINGS II INC	SUPPLIES	737.38		
WINDSTREAM	TELEPHONE SERVICE	5,830.69		
WITTE PHYSICAL THERAPY	SERVICES/SUPPLIES	2,375.00		
WOODHOUSE FORD SOUTH INC	SUPPLIES/SERVICE	335.98		
WOODRIVER ENERGY LLC	FUEL	3,194.07		
			Fund Total:	401,735.89
Checking	1	Fund: 06	CAFETERIA	
ANDERSON WORKS LLC			KITCHEN REPAIRS	600.00
CASH-WA DISTRIBUTING			SUPPLIES	201.72
CLASSIC REFRIGERATION			SERVICE	293.88
HAINES CLIMATE CONTROLL LLC			SERVICE/SUPPLIES	1,593.26
HILAND DAIRY FOODS COMPANY LLC			DAIRY PRODUCTS	6,705.55
NEBR DEPT OF HEALTH & HUMAN SE			COMMODITIES	737.90
ROTELLA'S ITALIAN BAKERY INC			BREAD	1,711.89
SYSCO LINCOLN			SUPPLIES	43,495.48
			Fund Total:	55,339.68
Checking	1	Fund: 12	STUDENT FEES	
AMAZON CAPITAL SERVICES INC			SUPPLIES	31.26
			Fund Total:	31.26
			Checking Account Total:	457,106.83
<u>Checking</u>	3			
Checking	3	Fund: 05	ACTIVITY FUND	
2nd WIND EXERCISE EQUIPMENT, INC			FITNESS EQUIPMENT	1,055.87
A-RELIEF SERVICES INC			SERVICES	414.00
AABERG, ELLA			OFFICIAL	50.00
ACCELERATED GRAPHX LLC			SUPPLIES	567.00

<u>Vendor Name</u>	<u>Vendor Description</u>	<u>Amount</u>
AMAZON CAPITAL SERVICES INC	SUPPLIES	957.12
AMERICAN ALLIANCE FOR INNOVATIVE SYSTEMS	SUPPLIER	5,400.00
AWARDS UNLIMITED	MEDALS	352.50
BABCOCK, ALICIA	REFUND	50.00
BAY HILLS GOLF COURSE	MEMBERSHIP FEES	127.49
BEHREND, ALAN L	OFFICIAL	270.00
BENNINGTON PUBLIC SCHOOLS	ENTRY FEES	355.00
BSN SPORTS LLC	SUPPLIES	738.36
CASH-WA DISTRIBUTING	SUPPLIES	321.84
CLARK, LOGAN	OFFICIAL	160.00
CONESTOGA PUBLIC SCHOOLS		185.00
CRETE HIGH SCHOOL		100.00
DAMRON, MICHAEL	OFFICIAL	158.00
DANIELS, MAT	OFFICIAL	130.00
DEBUSK, SKIP	OFFICIAL	70.00
DISTRIBUTED WEBSITE CORPORATION	SUPPLIES	595.00
EWELL EDUCATIONAL SERVICES INC	SUPPLIES	390.00
FITZKE, DELANEY	OFFICIAL	50.00
FRANCOIS, JASON	OFFICIAL	150.00
FROISTAD, GRANT	OFFICIAL	230.00
G'S FOODS INC	CATERING	220.00
GODFATHERS PIZZA	PIZZA	459.28
GRIFFITH, KYLE	OFFICIAL	70.00
HAMMOND, NEIL	OFFICIAL	80.00
HASWELL, MELISSA		123.00
HAUFF MID-AMERICA SPORTS INC	SUPPLIES	10,125.61
HOLIDAY INN OF KEARNEY	LODGING	132.60
HONG, JOSHUA	OFFICIAL	140.00

<u>Vendor Name</u>	<u>Vendor Description</u>	<u>Amount</u>
HUNT, MARK	OFFICIAL	75.00
ISRAEL, SHAWN	OFFICIAL	150.00
J.W. PEPPER & SON INC	SUPPLIES	27.00
JEFFREY, NOAH	OFFICIAL	80.00
JEREMY JOHNSON PHOTOGRAPHY	PHOTOGRAPHY	2,462.00
JOEKEL, STEVEN	OFFICIAL	600.00
JOHNSON, KADEYN	OFFICIAL	150.00
JONES T-SHIRTS, INC.	SUPPLIES	91.47
JONES, NATHAN	OFFICIAL	160.00
KING, GARY	OFFICIAL	140.00
LANHAM, TROY	OFFICIAL	80.00
LEDDY, SETH	OFFICIAL	89.00
MALMSTROM, MATTHEW	OFFICIAL	160.00
MATHEWS, DREW	OFFICIAL	215.00
METZGER, CHAD	OFFICIAL	75.00
MOORE, DUSTIN	OFFICIAL	155.00
MORRIS, GARY	OFFICIAL	160.00
NEBRASKA FCCLA	REGISTRATIONS	559.00
NEBRASKA FFA ASSOCIATION	REGISTRATIONS	830.00
NEBRASKA SCHOOL ACTIV. ASSOC.		2,433.82
NEBRASKA UMPIRES ASSOCIATION	REGISTRATION	112.00
NELSON, BRIAN	OFFICIAL	140.00
NIELSEN SIGN & DESIGN	SERVICE	715.00
O'MALLEY, ERIC	OFFICIAL	165.00
ODEYS INC	SUPPLIES	1,467.00
PASIKA, JOHN	OFFICIAL	160.00
PEPSI COLA BOTTLING GROUP	POP	551.34
QUALITY INN AND CONF CENTER	HOTEL ACCOMMODATIONS	1,040.00

<u>Vendor Name</u>	<u>Vendor Description</u>	<u>Amount</u>
RAYMOND CENTRAL HIGH SCHOOL		160.00
SCHMITT MUSIC CENTERS	SUPPLIES	4.75
SCHNEIDER, CARL	OFFICIAL	163.00
SINTEK, CHRIS	OFFICIAL	150.00
SMITH, KEITH	OFFICIAL	241.00
SOUTHEAST COMMUNITY COLLEGE	SCHOLARSHIP	95.51
SPRINGFIELD PLATTEVIEW COMMUNITY SCHOOLS	ENTRY FEES	150.00
STANEK, JAN	REIMBURSEMENT	44.05
THOMPSON, DANIEL	OFFICIAL	160.00
TRAILBLAZER CONFERENCE	DUES	1,466.00
TRANSFER EXPRESS INC	SUPPLIES	197.40
TRAUTMAN, TYLER	OFFICIAL	150.00
UNIVERSAL CHEER ASSOCIATION		5,928.00
UNIVERSAL DANCE ASSOCIATION	SUMMER CAMP	6,218.00
VARSITY SPIRIT FASHIONS	SUPPLIES	27,410.62
WARD, DAISY	OFFICIAL	50.00
WAVERLY PUBLIC SCHOOLS	ENTRY FEE	310.00

Fund Total: 80,168.63
Checking Account Total: 80,168.63

<u>Vendor Name</u>		<u>Vendor Description</u>	<u>Amount</u>	
<u>Checking</u>	1			
Checking	1	Fund: 01 GENERAL		
AGRIVISION GROUP LLC		SERVICE/SUPPLIES	7.92	
AMAZON CAPITAL SERVICES INC		SUPPLIES	6,764.01	
CANON FINANCIAL SERVICES, INC		COPIER LEASES	5,474.12	
FIRST STUDENT INC		TRANSPORTATION	69,357.18	
FOUNDATION FOR EDUCATIONAL FUNDING INC II		REIMBURSEMENT	70.00	
FRANKEL, LLC		AUDIT SERVICES	75.00	
GOODWILL INDUSTRIES INC		WORK EXPERIENCE TUITION	2,800.00	
HY-VEE STORES		FUEL/SUPPLIES	375.81	
LEVEL 5 LLC		HOTEL ACCOMMODATIONS	635.00	
PROFESSIONAL HEATING AND AIR		SERVICE	3,335.00	
SPORTS FACILITY MAINTENANCE LLC		SUPPLIES/SERVICE	500.00	
UNL EXTENSION		REGISTRATION	25.00	
VISION SERVICE PLAN INSURANCE COMPANY		EMPLOYEE BENEFIT	18.44	
		Fund Total:		89,437.48
Checking	1	Fund: 06 CAFETERIA		
AMAZON CAPITAL SERVICES INC		SUPPLIES	87.92	
CONESTOGA SCHOOLS		LUNCHES	1,787.76	
		Fund Total:		1,875.68
Checking	1	Fund: 12 STUDENT FEES		
AMAZON CAPITAL SERVICES INC		SUPPLIES	379.80	
		Fund Total:		379.80
		Checking Account Total:		91,692.96
<u>Checking</u>	3			
Checking	3	Fund: 05 ACTIVITY FUND		
AMAZON CAPITAL SERVICES INC		SUPPLIES	1,918.61	
BECK, JULIANA			224.17	
DANIELS, ARTHUR		OFFICIAL	140.00	
HOPKINS, JAMES		OFFICIAL	150.00	
HULLBALOO, INC		VENUE	750.00	
HY-VEE STORES		FUEL/SUPPLIES	139.86	
MATHEWS, MONTY		OFFICIAL	140.00	

<u>Vendor Name</u>	<u>Vendor Description</u>	<u>Amount</u>
SPORTS FACILITY MAINTENANCE LLC	SUPPLIES/SERVICE	1,704.20
ST JOHN THE BAPTIST SCHOOL	SPEAKER FEE	2,240.00
TRAILBLAZER CONFERENCE	DUES	208.00

Fund Total:	7,614.84
Checking Account Total:	7,614.84

EXPENDITURE BY FUNCTION SUMMARY
04/2024

Account Number	Account Description	Revised Budget	During Month	To Date	% of Budget	Balance at EOM	Unencumbered Balance
01	GENERAL						
1100	REGULAR INSTRUCTIONAL PROGRAMS	\$7,735,150.00	\$604,609.01	\$4,849,782.82	62.95	\$2,885,367.18	\$2,866,159.47
1125	SA FLEX FUNDING	\$210,680.00	\$14,110.40	\$124,668.29	59.17	\$86,011.71	\$86,011.71
1150	LIMITED ENGLISH PROFICIENCY	\$93,600.00	\$6,680.95	\$52,838.89	56.54	\$40,761.11	\$40,678.55
1160	POVERTY PROGRAMS	\$696,450.00	\$61,964.37	\$724,008.93	104.40	(\$27,558.93)	(\$30,633.93)
1190	EARLY CHILDHOOD EDUC PROGRAMS	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00
1195	BAF FLEX FUNDING	\$32,200.00	\$2,447.69	\$24,481.70	76.03	\$7,718.30	\$7,718.30
1200	SPECIAL EDUCATION PROGRAMS	\$3,197,465.00	\$239,035.11	\$2,114,413.96	66.37	\$1,083,051.04	\$1,075,275.04
1291	SPED INSTRUCTIONAL PROGRAMS 3-5	\$394,753.00	\$26,134.50	\$215,248.94	54.95	\$179,504.06	\$177,849.14
1292	SPED BIRTH TO 2	\$0.00	\$0.00	\$716.26	0.00	(\$716.26)	(\$716.26)
1300	SUMMER SCHOOL	\$32,150.00	\$0.00	\$0.00	0.00	\$32,150.00	\$32,150.00
2110	SOCIAL WORK SERVICES	\$0.00	\$0.00	\$11,065.56	0.00	(\$11,065.56)	(\$11,065.56)
2120	GUIDANCE SERVICES	\$310,400.00	\$25,314.90	\$202,519.20	65.24	\$107,880.80	\$107,880.80
2130	HEALTH SERVICES	\$97,200.00	\$7,259.51	\$64,692.64	66.56	\$32,507.36	\$32,507.36
2141	SCHOOL PSYCHOLOGY SERVICES	\$161,000.00	\$12,242.86	\$99,458.76	61.78	\$61,541.24	\$61,541.24
2151	SA SPEECH PATHOLOGY	\$203,000.00	\$9,436.00	\$75,863.55	37.46	\$127,136.45	\$126,959.65
2152	PK 3-5 SPEECH PATHOLOGY	\$80,000.00	\$2,166.75	\$8,302.50	10.38	\$71,697.50	\$71,697.50
2153	PK 0-3 SPEECH PATHOLOGY	\$0.00	\$1,377.00	\$3,523.50	0.00	(\$3,523.50)	(\$3,523.50)
2161	SA OCCUPATIONAL THERAPY	\$35,000.00	\$2,029.50	\$21,730.50	62.09	\$13,269.50	\$13,269.50
2162	PK OCCUPATIONAL THERAPY	\$42,000.00	\$4,224.00	\$30,624.00	72.91	\$11,376.00	\$11,376.00
2171	SA PHYSICAL THERAPY	\$12,000.00	\$1,518.00	\$11,764.50	98.04	\$235.50	\$235.50
2172	PK PHYSICAL THERAPY	\$15,000.00	\$1,435.50	\$12,375.00	82.50	\$2,625.00	\$2,625.00
2181	SA VISION	\$65,000.00	\$6,980.84	\$51,685.04	79.52	\$13,314.96	\$13,314.96
2212	INSTR AND CURRICULUM DEVELOPMENT	\$103,400.00	\$227.70	\$15,458.20	16.34	\$87,941.80	\$86,505.80
2213	INSTRUCTIONAL STAFF TRAINING	\$5,500.00	\$0.00	\$495.00	12.64	\$5,005.00	\$4,805.00

EXPENDITURE BY FUNCTION SUMMARY
04/2024

Account Number	Account Description	Revised Budget	During Month	To Date	% of Budget	Balance at EOM	Unencumbered Balance
2214	IMPLEMENTATION OF STANDARDS	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00
2220	LIBRARY/MEDIA SERVICES	\$170,408.00	\$9,128.93	\$77,716.46	46.41	\$92,691.54	\$91,319.52
2230	INSTRUCTION RELATED TECHNOLOGY	\$15,500.00	\$0.00	\$0.00	0.00	\$15,500.00	\$15,500.00
2310	BOARD OF EDUCATION	\$393,975.00	\$356.00	\$390,080.34	99.22	\$3,894.66	\$3,059.66
2320	EXECUTIVE ADMIN. SERVICES	\$246,700.00	\$16,782.54	\$136,370.47	55.30	\$110,329.53	\$110,269.53
2330	DISTRICT LEGAL SERVICES	\$10,000.00	\$400.00	\$11,148.07	111.48	(\$1,148.07)	(\$1,148.07)
2410	OFFICE OF THE PRINCIPAL SERV.	\$1,577,200.00	\$121,856.68	\$1,000,642.38	63.44	\$576,557.62	\$576,557.62
2510	GENERAL BUSINESS SUPPORT	\$343,320.00	\$15,356.03	\$168,079.50	48.96	\$175,240.50	\$175,240.50
2530	DUPLICATNG SERVICES	\$88,000.00	\$5,902.12	\$52,019.32	59.11	\$35,980.68	\$35,980.68
2540	EVALUATION SERVICES	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00
2580	ADMIN TECHNOLOGY SERVICES	\$366,550.00	\$25,433.92	\$465,548.40	136.51	(\$98,998.40)	(\$133,813.19)
2610	OPERATION OF PLANT	\$922,130.00	\$60,347.52	\$582,055.11	63.12	\$340,074.89	\$340,074.89
2620	MAINTENANCE OF PLANT	\$554,071.00	\$52,317.23	\$499,247.74	92.79	\$54,823.26	\$39,921.12
2630	UPKEEP OF GROUNDS	\$52,700.00	\$0.00	\$23,118.27	43.87	\$29,581.73	\$29,581.73
2650	VEHICLE OPERATION/MAINTENANCE	\$14,430.00	\$10.00	\$3,037.88	21.05	\$11,392.12	\$11,392.12
2660	SECURITY SERVICES	\$70,000.00	\$17,510.67	\$55,794.81	79.71	\$14,205.19	\$14,205.19
2670	SAFETY SERVICES	\$6,180.00	\$206.00	\$5,386.00	87.15	\$794.00	\$794.00
2710	REGULAR STUDENT TRANSPORTATION	\$406,330.00	\$43,401.19	\$79,111.34	19.59	\$327,218.66	\$326,731.56
2712	SA SPED VEHICLE OPERATION	\$209,710.00	\$23,150.16	\$152,987.56	72.95	\$56,722.44	\$56,722.44
2713	PK VEHICLE OPERATION	\$20,000.00	\$0.00	\$0.00	0.00	\$20,000.00	\$20,000.00
3300	COMMUNITY SERVICE OPERATIONS	\$18,050.00	\$1,238.81	\$11,889.62	65.87	\$6,160.38	\$6,160.38
3400	GRANTS FR PRIVATE INTERESTS/EDQUEST	\$7,000.00	\$1,304.13	\$6,467.64	119.32	\$532.36	(\$1,352.43)
3500	STATE CATEGORICAL PROGRAMS/RULE 82	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00
3535	HIGH ABILITY LEARNERS	\$11,000.00	\$836.90	\$5,595.16	57.17	\$5,404.84	\$4,711.06
3540	STATE EARLY CHILDHOOD GRANT	\$130,000.00	\$12,868.21	\$107,837.86	83.12	\$22,162.14	\$21,947.41

EXPENDITURE BY FUNCTION SUMMARY
04/2024

Account Number	Account Description	Revised Budget	During Month	To Date	% of Budget	Balance at EOM	Unencumbered Balance
3541	BIRTH TO 3 ENDOWMENT	\$87,000.00	\$6,105.60	\$56,072.47	64.79	\$30,927.53	\$30,635.03
3550	OTHER STATE CATEGORICAL/RULE 4	\$0.00	\$0.00	\$2,543.10	0.00	(\$2,543.10)	(\$2,543.10)
3551	CAREER EDUCATION	\$0.00	\$1,213.51	\$3,842.77	0.00	(\$3,842.77)	(\$5,278.46)
3575	NEBR INNOVATION GRANT PROGRAM	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00
3599	OTHER STATE CATEGORICAL PROGRAMS	\$10,000.00	\$0.00	\$0.00	0.00	\$10,000.00	\$10,000.00
5000	DEBT SERVICES	\$0.00	\$0.00	\$176,918.33	0.00	(\$176,918.33)	(\$176,918.33)
6200	TITLE I PART A	\$205,450.00	\$16,750.71	\$114,589.72	55.77	\$90,860.28	\$90,860.28
6210	TITLE I PART A ACCOUNTABILITY	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00
6310	TITLE II PART A	\$36,649.00	\$2,269.01	\$28,503.22	77.77	\$8,145.78	\$8,145.78
6406	IDEA PRESCHOOL (619) BASE	\$13,120.00	\$0.00	\$2,032.80	15.49	\$11,087.20	\$11,087.20
6408	IDEA BASE/EP	\$390,972.00	\$41,959.22	\$338,023.44	86.46	\$52,948.56	\$52,948.56
6412	IDEA PART B PROPORTIONATE SHARE	\$36,272.00	\$1,603.88	\$12,831.04	35.37	\$23,440.96	\$23,440.96
6421	IDEA 611 ARP	\$60,000.00	\$0.00	\$0.00	0.00	\$60,000.00	\$60,000.00
6422	IDEA NON PUBLIC ARP	\$5,000.00	\$1,181.04	\$8,267.28	165.35	(\$3,267.28)	(\$3,267.28)
6423	IDEA 619 ARP	\$6,000.00	\$0.00	\$0.00	0.00	\$6,000.00	\$6,000.00
6690	OTHER NON CATEGORICAL EXP/MEDICAID	\$200.00	\$0.00	\$175.00	87.50	\$25.00	\$25.00
6700	PERKINS REVISION GRANT	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00
6940	HEAD START	\$1,501,450.00	\$97,566.85	\$944,666.76	63.53	\$556,783.24	\$547,518.55
6968	TITLE IV PART B 21ST CENTURY	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00
6969	TITLE IVA STU SUPPORT & ACADEMIC ENRICH	\$22,000.00	\$0.00	\$27,219.39	123.72	(\$5,219.39)	(\$5,219.39)
6980	ADULT BASIC EDUCATION	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00
6990	OTHER FED CATEGORICAL SOURCES	\$190,000.00	\$0.00	\$0.00	0.00	\$190,000.00	\$190,000.00
6993	AMERICAN RESCUE PLAN HOMELESS HCY	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00
6996	ESSERS (EMERGENCY RELIEF)	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00
6997	ESSERS II	\$0.00	\$0.00	\$93,880.00	0.00	(\$93,880.00)	(\$93,880.00)

EXPENDITURE BY FUNCTION SUMMARY
04/2024

Account Number	Account Description	Revised Budget	During Month	To Date	% of Budget	Balance at EOM	Unencumbered Balance
6998	ESSERS III	\$212,000.00	\$4,093.85	\$52,588.87	24.81	\$159,411.13	\$159,411.13
8000	TRANSFERS	\$26,000.00	\$0.00	\$0.00	0.00	\$26,000.00	\$26,000.00
9000	NON PROGRAM EXPENDITURES	\$3,272,685.00	\$2,552.39	\$7,160.66	0.22	\$3,265,524.34	\$3,265,524.34
01	GENERAL	\$25,230,000.00	\$1,612,897.69	\$14,419,166.52	57.55	\$10,810,833.48	\$10,710,967.26

EXPENDITURE BY FUNCTION SUMMARY
04/2024

Account Number	Account Description	Revised Budget	During Month	To Date	% of Budget	Balance at EOM	Unencumbered Balance
02	DEPRECIATION FUND						
2900	OTHER SUPPORT SERVICES	\$24,919.00	\$0.00	\$0.00	0.00	\$24,919.00	\$24,919.00
8000	TRANSFERS	\$1,000.00	\$0.00	\$999,500.00	99,950.00	(\$998,500.00)	(\$998,500.00)
02	DEPRECIATION FUND	\$25,919.00	\$0.00	\$999,500.00	3,856.24	(\$973,581.00)	(\$973,581.00)

EXPENDITURE BY FUNCTION SUMMARY
04/2024

Account Number	Account Description	Revised Budget	During Month	To Date	% of Budget	Balance at EOM	Unencumbered Balance
03	EMPLOYEE BENEFITS FUND						
2900	OTHER SUPPORT SERVICES	\$71,376.00	\$2,755.28	\$33,687.95	47.20	\$37,688.05	\$37,688.05
8000	TRANSFERS	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00
03	EMPLOYEE BENEFITS FUND	<u>\$71,376.00</u>	<u>\$2,755.28</u>	<u>\$33,687.95</u>	<u>47.20</u>	<u>\$37,688.05</u>	<u>\$37,688.05</u>

EXPENDITURE BY FUNCTION SUMMARY
04/2024

Account Number	Account Description	Revised Budget	During Month	To Date	% of Budget	Balance at EOM	Unencumbered Balance
05	ACTIVITY FUND						
2190	OTHER PUPIL SUPPORT SERVICES	\$0.00	\$0.00	\$128.23	0.00	(\$128.23)	(\$128.23)
2900	OTHER SUPPORT SERVICES	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00
3200	ENTERPRISE OPERATIONS/ACTIVITIES	\$0.00	\$43,017.38	\$351,302.13	0.00	(\$351,302.13)	(\$437,206.30)
8000	TRANSFERS	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00
8009	PIONEER GRANT MATCH	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00
8015	SPECIAL EDUCATION	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00
8017	CONESTOGA PARENT GROUP	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00
8026	WEEPING WATER PARENT GROUP	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00
8027	HEAD START POLICY COUNCIL	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00
8028	HD START POP FUND	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00
8220	8TH GRADE ACTIVITIES	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00
8310	BAKE SHOPPE	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00
8332	CONCESSIONS	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00
05	ACTIVITY FUND	\$0.00	\$43,017.38	\$351,430.36	0.00	(\$351,430.36)	(\$437,334.53)

EXPENDITURE BY FUNCTION SUMMARY
04/2024

Account Number	Account Description	Revised Budget	During Month	To Date	% of Budget	Balance at EOM	Unencumbered Balance
06	CAFETERIA						
3100	FOOD SERVICE OPERATIONS	\$1,187,001.00	\$61,642.67	\$649,716.79	57.49	\$537,284.21	\$504,641.34
06	CAFETERIA	\$1,187,001.00	\$61,642.67	\$649,716.79	57.49	\$537,284.21	\$504,641.34

EXPENDITURE BY FUNCTION SUMMARY
04/2024

Account Number	Account Description	Revised Budget	During Month	To Date	% of Budget	Balance at EOM	Unencumbered Balance
07	BOND FUND						
5000	DEBT SERVICES	\$1,818,165.00	\$0.00	\$555,709.23	30.56	\$1,262,455.77	\$1,262,455.77
07	BOND FUND	\$1,818,165.00	\$0.00	\$555,709.23	30.56	\$1,262,455.77	\$1,262,455.77

EXPENDITURE BY FUNCTION SUMMARY
04/2024

Account Number	Account Description	Revised Budget	During Month	To Date	% of Budget	Balance at EOM	Unencumbered Balance
08	SPECIAL BLDG FUND						
2610	OPERATION OF PLANT	\$0.00	\$0.00	\$32,725.00	0.00	(\$32,725.00)	(\$32,725.00)
2660	SECURITY SERVICES	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00
2670	SAFETY SERVICES	\$0.00	\$0.00	\$15,129.10	0.00	(\$15,129.10)	(\$15,129.10)
4100	BOND RELATED EXPENDITURES	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00
4300	FACILITY ACQ/ARCHITEC AND ENGINEERING	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00
4500	BUILDING CONSTRUCTION	\$115,000.00	\$0.00	\$0.00	0.00	\$115,000.00	\$115,000.00
4700	BUILDING IMPROVEMENTS	\$248,487.00	\$0.00	\$0.00	0.00	\$248,487.00	\$248,487.00
5000	DEBT SERVICES	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00
08	SPECIAL BLDG FUND	\$363,487.00	\$0.00	\$47,854.10	13.17	\$315,632.90	\$315,632.90

EXPENDITURE BY FUNCTION SUMMARY
04/2024

Account Number	Account Description	Revised Budget	During Month	To Date	% of Budget	Balance at EOM	Unencumbered Balance
09	QUALIFIED CAPITAL PURPOSE UNDERTAKING FU						
2515	CENTRAL SERVICES/BLDGS AND SITES	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00
2610	OPERATION OF PLANT	\$455,000.00	\$0.00	\$0.00	0.00	\$455,000.00	\$455,000.00
5000	DEBT SERVICES	\$531,871.00	\$0.00	\$571,492.50	107.45	(\$39,621.50)	(\$39,621.50)
09	QUALIFIED CAPITAL PURPOSE UNDERTAKING FU	\$986,871.00	\$0.00	\$571,492.50	57.91	\$415,378.50	\$415,378.50

EXPENDITURE BY FUNCTION SUMMARY
04/2024

Account Number	Account Description	Revised Budget	During Month	To Date	% of Budget	Balance at EOM	Unencumbered Balance
12	STUDENT FEES						
2190	OTHER PUPIL SUPPORT SERVICES	\$59,247.00	\$1,041.05	\$19,269.14	40.71	\$39,977.86	\$35,130.08
12	STUDENT FEES	\$59,247.00	\$1,041.05	\$19,269.14	40.71	\$39,977.86	\$35,130.08

Fund: 01 GENERAL

Account Number	Description	Revised Budget	During Month	To Date	% of Budget	Budget Balance
01 1100	TAXED LEVIED BY SCHOOL DISTRICT	10,000,000.00	454,851.26	5,115,177.80	51.15	4,884,822.20
01 1115	CARLINE TAXES	9,000.00	0.00	1,356.12	15.07	7,643.88
01 1120	PUBLIC POWER DIST SALES TAX	160,000.00	167,909.75	167,909.75	104.94	(7,909.75)
01 1125	MOTOR VEHICLE TAX	850,000.00	88,315.90	568,832.76	66.92	281,167.24
01 1370	PRESCHOOL TUITION	70,000.00	7,776.25	64,803.50	92.58	5,196.50
01 1510	INTEREST ON INVESTMENTS	1,000.00	3,640.26	57,372.11	5,737.21	(56,372.11)
01 1510 0003	INTEREST ON INVESTMENTS/HD ST	0.00	0.00	49.45	0.00	(49.45)
01 1510 0004	INTEREST ON INVESTMENTS/HD ST	0.00	333.05	764.94	0.00	(764.94)
01 1800	REVENUE FR COMM SERVICE/GED/BDA	4,000.00	0.00	0.00	0.00	4,000.00
01 1910	RENTAL OF SCHOOL FACILITIES/PROPERTY	1,000.00	1,165.00	3,680.00	368.00	(2,680.00)
01 1911	LOCAL LICENSE FEES	5,000.00	0.00	0.00	0.00	5,000.00
01 1920	CONTRIB FR PRIVATE SOURCES	0.00	0.00	0.00	0.00	0.00
01 1921	CITY POLICE COURT FINES	5,000.00	0.00	32,089.20	641.78	(27,089.20)
01 1990	MISCELLANEOUS LOCAL REVENUE	23,000.00	0.00	4,985.00	21.67	18,015.00
01 1990 0003	MISC LOCAL REVENUE/HD ST	0.00	0.00	427,594.24	0.00	(427,594.24)
01 1990 0004	MISCELLANEOUS LOCAL REVENUE/HD ST	0.00	97,566.85	205,540.13	0.00	(205,540.13)
	Subtotal: 1000	11,128,000.00	821,558.32	6,650,155.00	59.76	4,477,845.00
01 2110	COUNTY FINE & LICENSE FEES	95,000.00	9,886.60	49,545.12	52.15	45,454.88
01 2210	ESU RECEIPTS	1,500.00	0.00	0.00	0.00	1,500.00
	Subtotal: 2000	96,500.00	9,886.60	49,545.12	51.34	46,954.88
01 3110	STATE AID TO DISTRICTS	4,161,111.00	416,111.00	3,328,888.00	80.00	832,223.00
01 3120	SPECIAL ED PROGRAMS	2,800,000.00	370,106.00	1,916,913.00	68.46	883,087.00
01 3125	SPECIAL ED TRANSPORTATION	90,000.00	0.00	0.00	0.00	90,000.00
01 3130	HOMESTEAD EXEMPTION	420,000.00	89,608.39	179,216.78	42.67	240,783.22
01 3131	PROPERTY TAX CREDIT	250,000.00	0.00	286,638.70	114.66	(36,638.70)
01 3132	PERSONAL PROPERTY TAX CREDIT	240,000.00	1,533.50	11,812.58	4.92	228,187.42
01 3134	RAILROAD TAX/PUBLIC SERVICE ENTITIES	6,000.00	0.00	0.00	0.00	6,000.00
01 3155	RULE 4 TEXTBOOK LOAN	0.00	0.00	2,670.26	0.00	(2,670.26)
01 3165	PRESCHOOL FLEX FUNDING	5,000.00	0.00	6,563.00	131.26	(1,563.00)
01 3166	SCHOOL AGE FLEX	65,000.00	0.00	0.00	0.00	65,000.00
01 3175	ABE/STATE GRANT	1,000.00	0.00	0.00	0.00	1,000.00
01 3180	PRO-RATA MOTOR VEHICLE	22,000.00	10,335.55	18,993.52	86.33	3,006.48
01 3400	STATE APPORTIONMENT	200,000.00	0.00	276,884.10	138.44	(76,884.10)
01 3535	HIGH ABILITY LEARNERS	1,200,000.00	0.00	11,585.00	0.97	1,188,415.00
01 3540	STATE EARLY CHILDHOOD GRANT	0.00	0.00	37,276.00	0.00	(37,276.00)
01 3541	BIRTH TO 3 ENDOWMENT	70,000.00	0.00	51,763.00	73.95	18,237.00
01 3551	CAREER EDUCATION	0.00	0.00	7,500.00	0.00	(7,500.00)
01 3575	NEBR INNOVATION GRANT	0.00	0.00	0.00	0.00	0.00
01 3990	OTHER STATE SOURCES	30,000.00	0.00	30,890.00	102.97	(890.00)
	Subtotal: 3000	9,560,111.00	887,694.44	6,167,593.94	64.51	3,392,517.06
01 4105	USF - E RATE	0.00	0.00	0.00	0.00	0.00
01 4305	IMPACT AID PL 874	0.00	0.00	0.00	0.00	0.00
01 4307	AMERICAN INDIAN EDUCATION	0.00	0.00	0.00	0.00	0.00
01 4309 0003	HEAD START	400,000.00	0.00	131,425.47	32.86	268,574.53
01 4309 0004	HEAD START	400,000.00	0.00	212,123.98	53.03	187,876.02
01 4421	IDEA PART-B ARP - BIRTH THROUGH AGE 21	0.00	0.00	5,331.00	0.00	(5,331.00)
01 4505	TITLE I ESEA	210,000.00	205,844.00	205,844.00	98.02	4,156.00
01 4506	TITLE I ACCOUNTABILITY	0.00	0.00	0.00	0.00	0.00
01 4509	TITLE II PART A	10,000.00	69,785.00	69,785.00	697.85	(59,785.00)
01 4512	IDEA POVERTY/BASE	10,000.00	0.00	0.00	0.00	10,000.00
01 4515	IDEA PART B SUPPLEMENTAL	0.00	0.00	0.00	0.00	0.00
01 4516	IDEA PART B (619) PRESCHOOL	20,000.00	0.00	14,925.00	74.63	5,075.00
01 4518	IDEA BASE AND E/P	190,000.00	0.00	57,329.00	30.17	132,671.00
01 4519	IDEA PART B E/POVERTY	0.00	0.00	0.00	0.00	0.00

Fund: 01 GENERAL

<u>Account Number</u>	<u>Description</u>	<u>Revised Budget</u>	<u>During Month</u>	<u>To Date</u>	<u>% of Budget</u>	<u>Budget Balance</u>
01 4521	IDEA NON PUBLIC	20,000.00	0.00	2,348.00	11.74	17,652.00
01 4524	ROTC REIMBURSEMENT FROM DOD	0.00	8,839.75	70,381.29	0.00	(70,381.29)
01 4529	ADULT BASIC EDUCATION	0.00	0.00	0.00	0.00	0.00
01 4530	OTHER FEDERAL RECEIPTS	125,000.00	0.00	200,000.00	160.00	(75,000.00)
01 4531	21ST CENTURY LEARNING GRANT/MS	12,000.00	0.00	0.00	0.00	12,000.00
01 4701	CENTRAL NEB ROBOTICS GRANT	0.00	0.00	0.00	0.00	0.00
01 4708	MEDICAID IN PUBLIC SCHOOLS	3,000.00	0.00	50,807.89	1,693.60	(47,807.89)
01 4709	MEDICAID ADM ACTIVITIES	40,000.00	0.00	10,237.26	25.59	29,762.74
01 4969	TITLE IV STUDENT SUPPORT	0.00	0.00	0.00	0.00	0.00
01 4995	PRESIDENTIAL DISASTER AID/ESSERS	0.00	0.00	0.00	0.00	0.00
01 4997	ESSER II	100,000.00	0.00	150,423.00	150.42	(50,423.00)
01 4998	ESSERS III	100,000.00	246,302.00	246,302.00	246.30	(146,302.00)
Subtotal: 4000		1,640,000.00	530,770.75	1,427,262.89	87.03	212,737.11
01 5200	FUND TRANSFERS IN	0.00	0.00	999,500.00	0.00	(999,500.00)
01 5300	SALE OF PROPERTY	0.00	0.00	3,525.00	0.00	(3,525.00)
01 5690	OTHER NON-REVENUE RECEIPTS	0.00	2,794.44	42,556.20	0.00	(42,556.20)
Subtotal: 5000		0.00	2,794.44	1,045,581.20	0.00	(1,045,581.20)
Fund Total:		22,424,611.00	2,252,704.55	15,340,138.15	68.41	7,084,472.85

Fund: 02 DEPRECIATION FUND

<u>Account Number</u>	<u>Description</u>	<u>Revised Budget</u>	<u>During Month</u>	<u>To Date</u>	<u>% of Budget</u>	<u>Budget Balance</u>
02 1510	INVESTMENT INCOME	1,000.00	1.70	13.76	1.38	986.24
	Subtotal: 1000	1,000.00	1.70	13.76	1.38	986.24
02 5200	FUND TRANFERS IN	50,000.00	0.00	0.00	0.00	50,000.00
	Subtotal: 5000	50,000.00	0.00	0.00	0.00	50,000.00
	Fund Total:	51,000.00	1.70	13.76	0.03	50,986.24

Fund: 03 EMPLOYEE BENEFITS FUND

<u>Account Number</u>	<u>Description</u>	<u>Revised Budget</u>	<u>During Month</u>	<u>To Date</u>	<u>% of Budget</u>	<u>Budget Balance</u>
03 5200	FUND TRANSFERS IN	43,000.00	3,865.21	30,831.63	71.70	12,168.37
	Subtotal: 5000	43,000.00	3,865.21	30,831.63	71.70	12,168.37
	Fund Total:	43,000.00	3,865.21	30,831.63	71.70	12,168.37

Fund: 05 ACTIVITY FUND

<u>Account Number</u>	<u>Description</u>	<u>Revised Budget</u>	<u>During Month</u>	<u>To Date</u>	<u>% of Budget</u>	<u>Budget Balance</u>
05 1510 8010	INTEREST	0.00	432.17	3,644.33	0.00	(3,644.33)
05 1710 8015	DISTRICT ACTIVITIES/ADMISSIONS	0.00	0.00	0.00	0.00	0.00
05 1710 8022	HEAD START ACTIVITIES	0.00	0.00	3,500.00	0.00	(3,500.00)
05 1710 8023	HEAD START PARENT GROUP	0.00	0.00	0.00	0.00	0.00
05 1710 8030	HEAD START BOOK FAIR	0.00	0.00	0.00	0.00	0.00
05 1710 8101	ELEM STUDENT COUNCIL	0.00	0.00	2,487.72	0.00	(2,487.72)
05 1710 8102	ELEM TEACHERS	0.00	82.70	701.54	0.00	(701.54)
05 1710 8103	ELEM MISC	0.00	0.00	4,212.52	0.00	(4,212.52)
05 1710 8107	SOCIAL WORK FAMILY RESOURCE ACCT	0.00	0.00	480.00	0.00	(480.00)
05 1710 8113	ELEM FIELD TRIPS	0.00	0.00	3,370.90	0.00	(3,370.90)
05 1710 8202	MS ATHLETICS	0.00	7,330.00	15,183.00	0.00	(15,183.00)
05 1710 8204	MS BAND	0.00	30.10	341.60	0.00	(341.60)
05 1710 8206	BUILDERS CLUB	0.00	0.00	0.00	0.00	0.00
05 1710 8207	REFERRAL FREE ACTIVITIES	0.00	0.00	5,211.00	0.00	(5,211.00)
05 1710 8208	FCS	0.00	0.00	0.00	0.00	0.00
05 1710 8209	MS NAT'L JR HONOR SOCIETY	0.00	0.00	0.00	0.00	0.00
05 1710 8210	MS VENDING	0.00	0.00	0.00	0.00	0.00
05 1710 8211	DESTINATION IMAGINATION	0.00	0.00	235.00	0.00	(235.00)
05 1710 8215	MS SCIENCE FAIR	0.00	0.00	0.00	0.00	0.00
05 1710 8216	MS STUDENT COUNCIL	0.00	919.00	2,688.63	0.00	(2,688.63)
05 1710 8221	MS WRESTLING CLUB	0.00	0.00	0.00	0.00	0.00
05 1710 8226	MS YEARBOOK	0.00	180.00	2,719.02	0.00	(2,719.02)
05 1710 8302	CAREER ACADEMIES	0.00	6,465.54	16,071.01	0.00	(16,071.01)
05 1710 8304	ART CLUB	0.00	0.00	150.00	0.00	(150.00)
05 1710 8312	HS BAND	0.00	0.00	420.00	0.00	(420.00)
05 1710 8314	BOOSTER CLUB	0.00	0.00	0.00	0.00	0.00
05 1710 8316	SPIRIT SQUAD	0.00	1,313.44	14,498.69	0.00	(14,498.69)
05 1710 8317	BLUE PRINT	0.00	0.00	0.00	0.00	0.00
05 1710 8318	CHORUS/SWING CHOIR	0.00	300.00	11,145.20	0.00	(11,145.20)
05 1710 8320	G.S. ALLIANCE	0.00	0.00	0.00	0.00	0.00
05 1710 8321	STUDENT TRAVEL ABROAD	0.00	0.00	3,851.63	0.00	(3,851.63)
05 1710 8322	CLASS OF 2025	0.00	0.00	5,003.87	0.00	(5,003.87)
05 1710 8323	CLASS OF 2026	0.00	1,420.00	1,874.31	0.00	(1,874.31)
05 1710 8324	CLASS OF 2023	0.00	0.00	0.00	0.00	0.00
05 1710 8326	CLASS OF 2024	0.00	0.00	100.00	0.00	(100.00)
05 1710 8328	CLASS OF 2027	0.00	0.00	0.00	0.00	0.00
05 1710 8329	CLASS OF 2021	0.00	0.00	0.00	0.00	0.00
05 1710 8332	CONCESSIONS	0.00	907.71	24,158.14	0.00	(24,158.14)
05 1710 8333	BLUE DEVIL CATERING	0.00	1,877.54	4,393.54	0.00	(4,393.54)
05 1710 8334	DECA	0.00	1,968.95	15,811.87	0.00	(15,811.87)
05 1710 8336	MANUFACTURING	0.00	0.00	0.00	0.00	0.00
05 1710 8337	FITNESS CENTER	0.00	0.00	0.00	0.00	0.00
05 1710 8339	EDUCATORS RISING/FEA	0.00	0.00	0.00	0.00	0.00
05 1710 8342	FCCLA	0.00	2,660.41	4,435.85	0.00	(4,435.85)
05 1710 8344	FOOTBALL FUNDRAISER	0.00	417.00	3,314.25	0.00	(3,314.25)
05 1710 8346	HOSA	0.00	0.00	770.00	0.00	(770.00)
05 1710 8347	FFA	0.00	0.00	3,663.02	0.00	(3,663.02)
05 1710 8348	BOYS BASKETBALL FR	0.00	230.00	8,327.95	0.00	(8,327.95)
05 1710 8349	GIRLS BB FUNDRAISER	0.00	0.00	7,054.42	0.00	(7,054.42)
05 1710 8350	HS WELLNESS ACTIVITIES	0.00	0.00	0.00	0.00	0.00
05 1710 8353	JR ROTC	0.00	466.74	4,062.31	0.00	(4,062.31)
05 1710 8354	HONOR SOCIETY	0.00	0.00	172.39	0.00	(172.39)
05 1710 8356	GUIDANCE	0.00	560.00	1,425.00	0.00	(1,425.00)
05 1710 8358	LETTERMAN'S CLUB	0.00	0.00	2,396.00	0.00	(2,396.00)
05 1710 8359	MUSICAL/PLAY	0.00	0.00	0.00	0.00	0.00
05 1710 8360	HS LIBRARY FINES	0.00	0.00	0.00	0.00	0.00

Fund: 05 ACTIVITY FUND

<u>Account Number</u>	<u>Description</u>	<u>Revised Budget</u>	<u>During Month</u>	<u>To Date</u>	<u>% of Budget</u>	<u>Budget Balance</u>
05 1710 8363	SPEECH	0.00	0.00	1,276.61	0.00	(1,276.61)
05 1710 8364	PRISM	0.00	0.00	0.00	0.00	0.00
05 1710 8374	HS STUDENT COUNCIL	0.00	0.00	7,520.55	0.00	(7,520.55)
05 1710 8376	HS REFRESHMENTS	0.00	331.06	1,635.65	0.00	(1,635.65)
05 1710 8378	SCIENCE CLUB	0.00	0.00	0.00	0.00	0.00
05 1710 8380	JUNIOR OPTIMIST INTERNATIONAL	0.00	0.00	1,716.72	0.00	(1,716.72)
05 1710 8381	GIRLS TRACK FR	0.00	0.00	2,358.00	0.00	(2,358.00)
05 1710 8382	GIRLS SOCCER FR	0.00	1,412.00	6,778.00	0.00	(6,778.00)
05 1710 8384	VOLLEYBALL FR	0.00	0.00	4,908.00	0.00	(4,908.00)
05 1710 8386	SKILLS USA	0.00	2,450.00	3,555.00	0.00	(3,555.00)
05 1710 8387	GOLF FR	0.00	860.00	1,417.12	0.00	(1,417.12)
05 1710 8388	WRESTLING CLUB	0.00	0.00	5,895.00	0.00	(5,895.00)
05 1710 8389	HS YEARBOOK	0.00	180.00	2,829.00	0.00	(2,829.00)
05 1710 8390	BASEBALL FR	0.00	138.00	5,315.00	0.00	(5,315.00)
05 1710 8391	MISC ACTIVITIES	0.00	14,409.30	70,205.82	0.00	(70,205.82)
05 1710 8401	BOYS SOCCER FR	0.00	0.00	538.00	0.00	(538.00)
05 1710 8404	CROSS COUNTRY FR	0.00	0.00	1,950.00	0.00	(1,950.00)
05 1710 8405	SOFTBALL FR	0.00	0.00	241.00	0.00	(241.00)
05 1711 8206	BUILDER'S CLUB	0.00	0.00	0.00	0.00	0.00
05 1920 8021	CONTRIB FR PRIVATE SOURCES	0.00	0.00	0.00	0.00	0.00
05 1920 8228	MS DONATIONS	0.00	12,791.38	14,787.68	0.00	(14,787.68)
05 1990 8000	ADMINISTRATION OFFICE	0.00	0.00	(25.00)	0.00	25.00
05 1990 8001	DUDA SCHOLARSHIP	0.00	0.00	55,000.00	0.00	(55,000.00)
05 1990 8003	WILEY SCHOLARSHIPS	0.00	0.00	0.00	0.00	0.00
05 1990 8004	VANDALISM REIMBURSEMENT	0.00	0.00	0.00	0.00	0.00
05 1990 8005	TEAMMATES	0.00	0.00	0.00	0.00	0.00
05 1990 8008	MISCELLANEOUS	0.00	(918.31)	(7,016.94)	0.00	7,016.94
05 1990 8011	MISC INSURANCE	0.00	0.00	1,700.88	0.00	(1,700.88)
05 1990 8012	SALES TAX	0.00	0.00	0.00	0.00	0.00
05 1990 8014	SCHOOL NURSE	0.00	0.00	0.00	0.00	0.00
05 1990 8019	WILES SCHOLARSHIP	0.00	0.00	13,000.00	0.00	(13,000.00)
05 1990 8020	SITZMAN SCHOLARSHIP	0.00	0.00	0.00	0.00	0.00
05 1990 8106	ELEM LIFE SKILLS	0.00	0.00	0.00	0.00	0.00
05 1990 8111	ELEM SOCIAL COMMITTEE	0.00	0.00	150.00	0.00	(150.00)
05 1990 8203	MS SOCIAL COMMITTEE	0.00	0.00	0.00	0.00	0.00
05 1990 8335	DUAL ENROLLMENT	0.00	0.00	1,500.00	0.00	(1,500.00)
05 1990 8345	HALL OF FAME	0.00	0.00	0.00	0.00	0.00
05 1990 8355	ROTC MILITARY REIMBURSEMENT	0.00	2,552.39	3,173.39	0.00	(3,173.39)
05 1990 8371	HS SOCIAL COMMITTEE	0.00	0.00	602.83	0.00	(602.83)
Subtotal: 1000		0.00	61,767.12	378,887.02	0.00	(378,887.02)
05 5690 8104	ELEM LIBRARY	0.00	0.00	48.95	0.00	(48.95)
05 5690 8355	OTHER NON REVENUE RECEIPTS	0.00	0.00	0.00	0.00	0.00
Subtotal: 5000		0.00	0.00	48.95	0.00	(48.95)
05 8310	BAKE SHOPPE - CLOSED	0.00	0.00	0.00	0.00	0.00
Subtotal: TRANSFER		0.00	0.00	0.00	0.00	0.00
Fund Total:		0.00	61,767.12	378,935.97	0.00	(378,935.97)

Fund: 06 CAFETERIA

<u>Account Number</u>	<u>Description</u>	<u>Revised Budget</u>	<u>During Month</u>	<u>To Date</u>	<u>% of Budget</u>	<u>Budget Balance</u>
06 1611	DAILY SALES	45,000.00	23,528.02	168,213.53	373.81	(123,213.53)
06 1650	SUMMER MEAL PROGRAM	30,000.00	0.00	0.00	0.00	30,000.00
06 1990 0005	MISCELLANEOUS LOCAL REVENUE	0.00	0.00	36.05	0.00	(36.05)
Subtotal: 1000		75,000.00	23,528.02	168,249.58	224.33	(93,249.58)
06 3150	STATE REIMBURSEMENT	5,000.00	30,042.54	327,392.36	6,547.85	(322,392.36)
Subtotal: 3000		5,000.00	30,042.54	327,392.36	6,547.85	(322,392.36)
06 4210	FEDERAL REIMBURSEMENT	850,000.00	0.00	38,395.00	4.52	811,605.00
06 4211 0005	FED REIMB/CACFP	70,000.00	9,729.32	30,176.90	43.11	39,823.10
Subtotal: 4000		920,000.00	9,729.32	68,571.90	7.45	851,428.10
06 5200	FUND TRANSFERS	0.00	0.00	0.00	0.00	0.00
06 5690	OTHER NON REVENUE RECEIPTS	0.00	0.00	355.13	0.00	(355.13)
Subtotal: 5000		0.00	0.00	355.13	0.00	(355.13)
Fund Total:		1,000,000.00	63,299.88	564,568.97	56.46	435,431.03

Fund: 07 BOND FUND

<u>Account Number</u>	<u>Description</u>	<u>Revised Budget</u>	<u>During Month</u>	<u>To Date</u>	<u>% of Budget</u>	<u>Budget Balance</u>
07 1100	LOCAL TAXES	1,400,000.00	63,368.68	577,123.19	41.22	822,876.81
07 1115	CARLINE TAXES	900.00	0.00	142.69	15.85	757.31
07 1120	PUBLIC POWER DIST SALES TAX	20,000.00	24,330.47	24,330.47	121.65	(4,330.47)
07 1510	INVESTMENT INCOME	100.00	64.64	879.13	879.13	(779.13)
Subtotal: 1000		1,421,000.00	87,763.79	602,475.48	42.40	818,524.52
07 3130	HOMESTEAD EXEMPTION	27,000.00	12,984.43	25,968.86	96.18	1,031.14
07 3131	RELIEF TO PROPERTY TAXPAYERS	28,000.00	0.00	41,514.97	148.27	(13,514.97)
07 3132	PERSONAL PROPERTY TAX CREDIT	27,000.00	213.84	1,308.33	4.85	25,691.67
07 3134	RAILROAD TAX/PUBLIC SERVICE ENTITIES	0.00	0.00	0.00	0.00	0.00
07 3180	PRO-RATA MOTOR VEHICLE	2,000.00	1,497.64	2,408.62	120.43	(408.62)
Subtotal: 3000		84,000.00	14,695.91	71,200.78	84.76	12,799.22
07 5100	BOND PROCEEDS	0.00	0.00	0.00	0.00	0.00
07 5200	LONG TERM LOAN	0.00	0.00	0.00	0.00	0.00
07 5690	OTHER NON REVENUE RECEIPTS	0.00	0.00	0.00	0.00	0.00
Subtotal: 5000		0.00	0.00	0.00	0.00	0.00
Fund Total:		1,505,000.00	102,459.70	673,676.26	44.76	831,323.74

Fund: 08 SPECIAL BLDG FUND

<u>Account Number</u>	<u>Description</u>	<u>Revised Budget</u>	<u>During Month</u>	<u>To Date</u>	<u>% of Budget</u>	<u>Budget Balance</u>
08 1100	LOCAL TAXES	0.00	0.00	0.00	0.00	0.00
08 1115	CARLINE TAXES	0.00	0.00	0.00	0.00	0.00
08 1510	INTEREST ON LOCAL RECEIPTS	1,000.00	1,544.23	9,003.86	900.39	(8,003.86)
08 1990	OTHER LOCAL RECEIPTS	0.00	0.00	0.00	0.00	0.00
Subtotal: 1000		1,000.00	1,544.23	9,003.86	900.39	(8,003.86)
08 3130	HOMESTEAD EXEMPTION	0.00	0.00	0.00	0.00	0.00
08 3131	RELIEF TO PROPERTY TAXPAYERS	0.00	0.00	0.00	0.00	0.00
08 3180	PRO-RATA MOTOR VEHICLE	0.00	0.00	0.00	0.00	0.00
Subtotal: 3000		0.00	0.00	0.00	0.00	0.00
08 5100	BOND PROCEEDS	0.00	0.00	0.00	0.00	0.00
08 5120	PREMIUM ON ISSUANCE OF BONDS	0.00	0.00	0.00	0.00	0.00
08 5300	SALE OF PROPERTY	0.00	0.00	499,313.89	0.00	(499,313.89)
08 5690	OTHER NON REVENUE RECEIPTS	0.00	0.00	0.00	0.00	0.00
Subtotal: 5000		0.00	0.00	499,313.89	0.00	(499,313.89)
Fund Total:		1,000.00	1,544.23	508,317.75	50,831.78	(507,317.75)

Fund: 09 QUALIFIED CAPITAL PURPOSE UNDERTAKING FU

<u>Account Number</u>	<u>Description</u>	<u>Revised Budget</u>	<u>During Month</u>	<u>To Date</u>	<u>% of Budget</u>	<u>Budget Balance</u>
09 1100	TAXES LEVIED BY SCHOOL DISTRICT	300,000.00	17,066.28	192,050.89	64.02	107,949.11
09 1115	CARLINE TAXES	500.00	0.00	51.89	10.38	448.11
09 1120	PUBLIC POWER DIST SALES TAX	5,000.00	6,278.87	6,278.87	125.58	(1,278.87)
09 1510	INVESTMENT INCOME	100.00	0.00	338.41	338.41	(238.41)
09 1990	OTHER LOCAL RECEIPTS	100.00	0.00	0.00	0.00	100.00
Subtotal: 1000		305,700.00	23,345.15	198,720.06	65.00	106,979.94
09 3130	HOMESTEAD EXEMPTION	17,000.00	3,350.85	6,701.70	39.42	10,298.30
09 3131	RELIEF TO PROPERTY TAXPAYERS	0.00	0.00	10,713.59	0.00	(10,713.59)
09 3132	PERSONAL PROPERTY TAX CREDIT	20,000.00	0.00	393.29	1.97	19,606.71
09 3134	RAILROAD TAX/PUBLIC SERVICE ENTITIES	500.00	0.00	0.00	0.00	500.00
09 3180	PRO-RATA MOTOR VEHICLE	1,000.00	386.49	717.76	71.78	282.24
Subtotal: 3000		38,500.00	3,737.34	18,526.34	48.12	19,973.66
09 5100	BOND PROCEEDS	0.00	0.00	0.00	0.00	0.00
09 5103	QUALIFIED SCHOOL CONSTRUCTION BONDS	0.00	0.00	0.00	0.00	0.00
Subtotal: 5000		0.00	0.00	0.00	0.00	0.00
Fund Total:		344,200.00	27,082.49	217,246.40	63.12	126,953.60

Fund: 12 STUDENT FEES

<u>Account Number</u>	<u>Description</u>	<u>Revised Budget</u>	<u>During Month</u>	<u>To Date</u>	<u>% of Budget</u>	<u>Budget Balance</u>
12 1741 1510	INTEREST ON INVESTMENTS	0.00	0.00	0.00	0.00	0.00
12 1741 1696	H.S. PARTICIPATION FEES	0.00	0.00	3,700.00	0.00	(3,700.00)
12 1741 1697	M.S. PARTICIPATION FEES	0.00	150.00	2,200.00	0.00	(2,200.00)
12 1741 1698	H.S. BAND RENTALS	0.00	0.00	0.00	0.00	0.00
12 1741 1701	HS BAND FEE	0.00	0.00	236.00	0.00	(236.00)
12 1741 1706	M.S. BAND RENTALS	0.00	0.00	710.00	0.00	(710.00)
12 1741 1707	HUMAN SERVICES & HOSPITALITY	0.00	0.00	105.00	0.00	(105.00)
12 1741 1708	HEALTH FEES	0.00	10.00	935.00	0.00	(935.00)
12 1741 1710	H.S. ART FEES	0.00	0.00	325.00	0.00	(325.00)
12 1741 1718	DRIVERS ED	0.00	0.00	0.00	0.00	0.00
12 1741 1719	WOODS	0.00	20.00	280.00	0.00	(280.00)
12 1741 1721	MANUFACTURING	0.00	0.00	180.00	0.00	(180.00)
12 1741 1722	VOLLEYBALL CLUB	0.00	0.00	0.00	0.00	0.00
12 1741 1723	HS LAPTOP INS FEE	0.00	520.00	3,532.97	0.00	(3,532.97)
12 1741 1790	EXTRA CURRICULAR ACTIVITY FEES	0.00	0.00	0.00	0.00	0.00
12 1741 1809	OTHER LOCAL RECEIPTS	0.00	0.00	0.00	0.00	0.00
Subtotal: 1000		0.00	700.00	12,203.97	0.00	(12,203.97)
Fund Total:		0.00	700.00	12,203.97	0.00	(12,203.97)

Revenue Summary Report
Processing Month: 04/2024

	<u>Revised Budget</u>	<u>During Month</u>	<u>To Date</u>	<u>% of Budget</u>	<u>Budget Balance</u>
Grand Total:	25,368,811.00	2,513,424.88	17,725,932.86	69.87	7,642,878.14

Cash Flow Report

	Cash Flow Beginning Cash	Cash Flow Revenue During Month	Cash Flow Expenses During Month	Cash Flow Ending Cash
01 GENERAL				
02 DEPRECIATION FUND	2,202,413.15	2,252,704.55	(1,612,897.69)	2,842,220.01
03 EMPLOYEE BENEFITS FUND	25,931.48	1.70	0.00	25,933.18
05 ACTIVITY FUND	24,445.13	3,865.21	(2,755.28)	25,555.06
06 CAFETERIA	126,407.59	61,767.12	(43,017.38)	145,157.33
07 BOND FUND	433,742.18	63,299.88	(61,642.67)	435,399.39
08 SPECIAL BLDG FUND	191,603.81	102,459.70	0.00	294,063.51
09 QUALIFIED CAPITAL PURPOSE UNDERTAKING FU	830,938.85 154,062.36	1,544.23 27,082.49	0.00 0.00	832,483.08 181,144.85
Grand Total:	<u>3,989,544.55</u>	<u>2,512,724.88</u>	<u>(1,720,313.02)</u>	<u>4,781,956.41</u>

General Fund	APRIL
Petty Cash	\$ 16,069.50
Accounts Payable	\$ 681,889.07
Payroll	\$ 1,705,244.57
Total of bank accounts balances	\$ 2,403,203.14
Plus	
Head Start bank balance	\$ 851,583.22
NLAF	\$ 104,652.40
SF Winter Activities	\$ 1,680.64
Retirement Adjustment	
Total	\$ 3,361,119.40
Less	
TANS Interest repayment to Bond	\$ 83,500.00
Cafeteria Fund	\$ 435,399.39
End of Month Fund Total	\$ 2,842,220.01



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Nebraska State Colleges Multi-Activity Student Award Recipient List

Plattsmouth

Ashlynn Abercrombie	Caleb Adkins	Chloe Adkins	Lauren Albers
Lucy Alldredge	Talia Badell	Evelyn Barr	Lincoln Bradney
Haylie Briggs	Ruby Campin	Stella Campin	Brianna Carney
Symantha Cherek	Jolie Dix	Kaiden Ford	Nathan Frederick
Gaige Gillott	Joshua Gradoville	Lilyanna Guthner	Gregory Hampshire
Madeleine Harvey	Finnley Henrichs	Kaedyn Highberger	Eli Horner
Louis Ingram	Chance Jackson	Amara Johnson	Rylee Johnson
Liam LaSure	Savana Lewis	Austin Lingen	Edward Loontjer
Henry Loontjer	Emma MacFarlane	Addison Marsh	Gracelynn McDonnell
Isabelle McGraw	Alden McKnight	Samantha McKnight	Jeffrey Meisinger
Raquel Meneses	Elijah Michel	Joel Moore	Derek Nanke
Connor Nickels	Kyler Nielsen	Ava Nolde	Gage Olsen
Orion Parker	Nolan Pella	Riley Pletka	Elizabeth Sanchez
Axel Schippert	Ivy Schmidt	Jaxon Sharp	Kaia Shotkoski
Traceson Skalberg	Meredith Smith	Ava Thornton	Wesley Vick
Justine Villamonte	Ethan Walker	Levi Walker	Mila Wehrbein
Ashleigh Widick	Caleb Winter	Averi Winters	Logan Wooten
Elliot Yoder	Gertrude Yoder		



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Nebraska State Colleges Multi-Activity Student Award

In an effort to emphasize the importance of multi-activity participation, the Nebraska School Activities Association (NSAA) and the Nebraska State Colleges launched the Nebraska State Colleges Multi-Activity Student Award program in the fall of 2020. The award recognizes students in grades 9-12 who participate in at least three NSAA sanctioned activities throughout the academic year.

Fall Activities

Girls Golf
Softball
Boys Tennis
Girls Cross Country
Boys Cross Country
Volleyball
Football
Unified Bowling
Play Production

Winter Activities

Girls Bowling
Boys Bowling
Girls Wrestling
Boys Wrestling
Girls Swimming & Diving
Boys Swimming & Diving
Girls Basketball
Boys Basketball
Speech
Debate

Spring Activities

Music
Journalism
Girls Soccer
Boys Soccer
Baseball
Girls Tennis
Girls Track & Field
Boys Track & Field
Unified Track & Field
Boys Golf

Each high school student who participates in at least three NSAA activities will be recognized and awarded a certificate of achievement by the NSAA and the Nebraska State Colleges. Activity participation will be tracked using student eligibility lists, submitted to the NSAA by each member school.

The top schools in four classes will be determined based on the percentage of multi-activity student award winners compared to the total number of students in grades 9-12.

(Ex. ABC High School has 100 students in grades 9-12, 60 students are multi-activity student award winners = 60%)

The top school in each class will be presented a banner to display in their school. The banners will be presented at halftime of the NSAA State Soccer Championship Finals in May which are televised LIVE on Nebraska Public Media (formerly NET).



PCS SUPERINTENDENT REPORT

May 2024

Dr. Richard E. Hasty



Spring NCPA Academic All-State Award

Congratulations to our students who earned Spring 2024 Nebraska Chiropractic Physicians Association (NSCA) Academic All-State Awards.

Baseball - Gage Olsen and Gabe Villamonte

Journalism - Ciara Basch and Haylie Briggs

Music - Samantha McKnight and Gertrude Yoder

Boys Soccer - Logan Ksiazek

Girls Soccer - Ireland Todd and Ciara Whitley

Boys Track and Field - Liam LaSure and Hunter Mazzulla

Girls Track and Field - Kayla Briggs and Mila Wehrbein



NEBRASKA SCHOOL ACTIVITIES ASSOCIATION

Congratulations to our high school student-athletes who will compete in the Class B State Track and Field Championships.

Peyton Aughenbaugh - pole vault

Kayla Briggs - long jump and triple jump

Stella Campin - shot put

Elijah Dix - 3200 meter run

Aizyn Fulmer - 200 meter dash

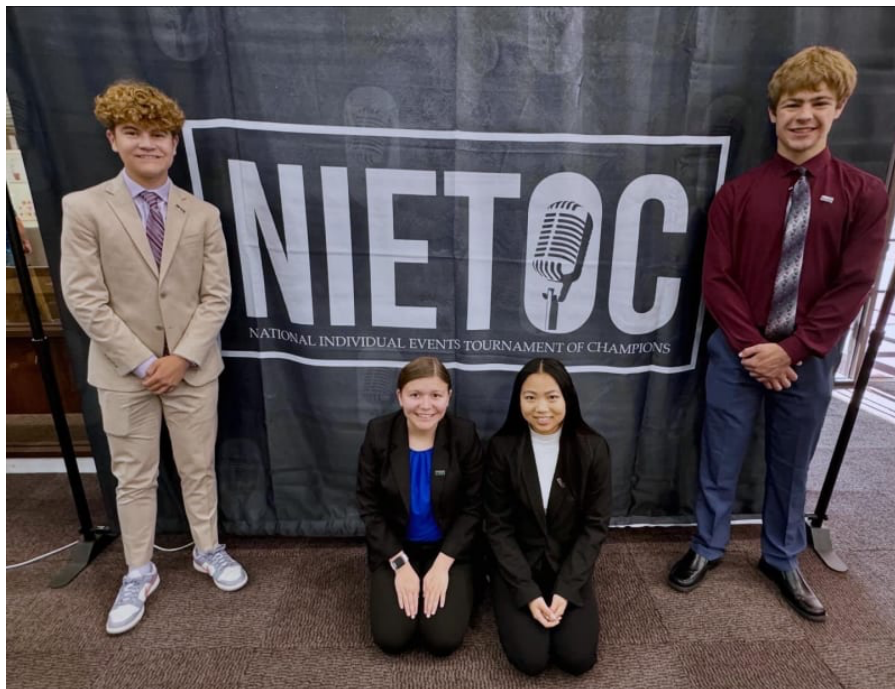
Orion Parker - shot put

Mallory Robbins - 1600 meter run and 3200 meter run



Congratulations to our PHS baseball team for competing in the Class B State Baseball Tournament.

Photo credit: PHS Baseball



Congratulations to our students who competed in the National Individual Events Tournament of Champions (i.e. Speech Nationals).

Samantha McKnight - Informative and Original Oratory (Persuasive)

Kaia Shotkoski - Program Oral Interpretation

Joel Moore - Humorous Interpretation

Alden McKnight and Joel Moore - Duet Acting

Photo credit: PHS Speech

Nebraska State Colleges Multi-Activity Student Award



Nebraska State College System | www.nscs.edu

Congratulations to our students listed in the attachment who earned 2023-2024 Nebraska State Colleges Multi-Activity Student Awards. Click [HERE](#) for the lengthy list of students who earned these awards.

Nebraska Choral Directors *association*

Congratulations to Lily Guthner, Eli Horner, and Gerti Yoder for earning All-State Choir recognition from the Nebraska Choral Directors Association. Way to represent Blue Devil Nation!



Congratulations to Josh Hudson for being selected to play in the Spring Mixer with the UNL Band at the 2024 Husker Spring Game. Josh is playing the snare drum. Way to represent Blue Devil Nation!

6 WAYS to receive a warning

- NOAA Weather Radio
- Local TV and Radio
- Wireless Emergency Alerts & Weather Apps
- Outdoor Sirens
- Internet Sites
- Cell Phone
- From Your Friends, Family and Coworkers

Additional Resources

- [NWS Omaha Web Page](#)
- [NWS Omaha Weather Story Graphics](#)
- [Hourly Forecasts for a Point](#)
- [Severe Weather Outlooks](#)
- [Excessive Rainfall Outlooks](#)
- [Severe Weather Safety](#)

How To Report SEVERE WEATHER To The NWS

FACEBOOK
facebook.com/nwsomaha

TWITTER
@NWSOmaha

EMAIL
nws.omaha@noaa.gov

MOBILE APP
mPING

EASY ONLINE FORM
<https://www.ncep.noaa.gov/report/>

National Oceanic and Atmospheric Administration
U.S. Department of Commerce

National Weather Service
Omaha/Valley, NE

Check out the tips above for how to receive a weather warning and also how to report severe weather to the National Weather Service. You can also click [HERE](#) for the information.

Thunderstorms can escalate quickly.

Clear skies can quickly turn dark and ominous, whether due to pop-up thunderstorms or squall lines. Be prepared!

- Set up a way to get weather warnings on your phone
- When alerted to a storm, get inside a sturdy building immediately
- Stay away from windows once indoors
- If a building isn't nearby, get inside a vehicle

weather.gov

Check out the tips above from the National Weather Service for thunderstorms.

Be Prepared for Nighttime Tornadoes

- Safe Place**
Have a safe place prepared if you know storms are coming
- NOAA Weather Radio**
Test regularly and make sure it's tuned to your local station
- Flashlight & Shoes**
Keep flashlight and sturdy shoes handy
- Cell phone**
Turned on, charged and Wireless Emergency Alerts enabled

weather.gov

Spring is here. Tornadoes are a possibility for us. Check out the tips above from the National Weather Service. Click [HERE](#) for more information.

Wellness

On June 12, 2023, our Board of Education approved Policy 5417 School Wellness Policy and AR 5417 School Wellness Policy Administrative Regulation. We welcome your feedback relative to the policy and administrative regulation. Feedback can be submitted using the link provided below.

[5417 School Wellness Policy](#)

[AR5417 School Wellness Policy Administrative Regulation](#)

[School Wellness Policy Feedback](#)

Triennial Assessment Results - Click [HERE](#) to see numerous documents related to the results of our PCS Triennial Assessment of our wellness policy.



Our PCS Board of Education, as of Apr. 8, 2024, is shown above. Please take a moment to thank ALL of our Board of Education members for their service to our students, families, staff members, and our community! They spend many hours volunteering their time to improve opportunities for our students.

Cass County Head Start

**APPLY
EARLY**

PRESCHOOL ENROLLMENT

**SPACE IS
LIMITED**







Play-based learning



Developmentally appropriate curriculum



Outdoor play

Come join us on application night:
 Tues. March 26th from 3:00-6:30 PM
 Wed. June 5 from 3:00-6:30 PM
 At the Plattsmouth Early Childhood Center

902 MAIN STREET

All families with children who are 3 or 4 years of age born between 8/1/20-7/31/21

No Appointment Necessary
 402-296-5250

Please bring income verification, including proof of public assistance (if applicable); birth certificate and immunizations.

Our early childhood center is accepting applications for preschool enrollment. Click [HERE](#) for the details.



This is a friendly reminder of the building dismissal times as of Mon., Mar. 18, 2024.

Early Childhood - 2:30 PM

Elementary School - 3:20 PM

Middle School - 3:30 PM

High School - 3:30 PM

On Mon., Feb. 12, 2024, our PCS Board of Education approved the 2024-2025 District Calendar that is available by clicking [HERE](#).



At our December 2023 meeting, I presented our 2022-2023 PCS Annual Report. If you have not seen it, click [HERE](#) and view it. Much of the information in our annual report is from the Nebraska Education Profile (NEP) which is located at <https://nep.education.ne.gov/>. On the NEP site, there is data for the Plattsmouth Community Schools, as well as other school districts and the State of Nebraska. Scroll down the page to see various links and the ability to also perform comparisons with other school districts.



DIGITAL PARENT ACADEMY

Thank you to Plattsmouth High School alum Jay Martin for facilitating a [Digital Parent Academy](#) in the Plattsmouth High School auditorium at 6:30 PM on Wed., Jan. 24, 2024. Mr. Martin previously worked in law enforcement and is now our Nebraska Department of Education School Safety and Security Director. All parents and community members are strongly encouraged to join us for this informative, and eye-opening, session.

Click [HERE](#) to watch a recording of the Digital Parent Academy that is under Blue Devil Television (BDTV) on our PCS website at www.pcsd.org.

What do adults need to be aware of when devices are a big part of children's lives? The core of many of the issues seen in schools originate from digital platforms, Apps, and media. Exposure to digital nuances impacts all of us on a behavioral, mental, and emotional level. Developing our digital wisdom will make us more mindful of the best practices to assist students with better digital: citizenship, literacy, privacy, and navigation within the virtual world to be safer and more secure in the real world.

Digital parent academies give adults the tools to build a child's digital wisdom framework for safer platform participation.



If you or someone you know are receiving Medicaid benefits or would like more information about it, please read some communication below from the Nebraska Department of Health and Human Services. There are also several links to related documents in English and Spanish.

*We want to remind parents to update their family’s information with Medicaid so their children can keep their Medicaid coverage.

*Even if the parent is no longer eligible, their child may still qualify for coverage.

*Our goal is to ensure that every student continues to receive the necessary support to access healthcare.

[Medicaid Public Health Emergency Flyer - English](#)

[Medicaid Public Health Emergency Flyer - Spanish](#)

[Medicaid Public Health Emergency Fact Sheet - English](#)

[Medicaid Public Health Emergency Fact Sheet - Spanish](#)

[Medicaid No Longer Qualify Your Child May - English](#)

[Medicaid No Longer Qualify Your Child May - Spanish](#)

PLATTSMOUTH COMMUNITY SCHOOLS STRATEGIC PLANNING



Thank you to our students, staff members, parents, and others who completed our strategic planning surveys and participated in community discussions. We received a report from the Nebraska Association of School Boards on March 20, 2024. Click [HERE](#) to watch it on Blue Devil Television (BDTV).



TRAILBLAZER CONFERENCE

We have many activities coming up in the next few weeks with our students.

Use the links below to quickly access our middle school activities and our high school activities. You can also go to individual building pages ([early childhood](#), [elementary school](#), [middle school](#), and [high school](#)) for additional information relative to individual items that are on those calendars.

[Middle School Activities](#)

[High School Activities](#)

OUR HOME-BASED PROGRAM HAS OPENINGS!

**PLATTSMOUTH EARLY
CHILDHOOD CENTER**



ARE YOU:

- Ready to give you child a jump start on learning?
- Looking for a playgroup for your baby or toddler?
- Wanting some extra parenting support?

HOME VISITORS:

- Partner with your family in teaching your child through play
- Support health and wellness for the whole family (including pregnancy)
- Provide educational activities

Fill out an application today!
402-296-5250



Plattsmouth Early Childhood Center Home-Based Program Openings

Check out the information in the graphic above, or view it separately using the link below.

[Plattsmouth Early Childhood Center Recruitment Brochure](#)

Food Bank for the Heartland Flyer

This flyer includes information about food resources. A website and QR code are available to find food using an interactive map that shows partner food providers and mobile pantries.

[Food Bank for the Heartland Website](#)

[Food Bank for the Heartland Flyer](#)

SNAP Next Step Employment and Training Program

Follow the link below for information about the SNAP Next Step Employment and Training Program from the Nebraska Department of Labor and the Department of Health and Human Services.

[SNAP Next Step Employment and Training Flyer](#)

Community Resources

Many community resources are identified in the document available below. PCS is providing these resources via SENCA for informational purposes.

[Cass County SENCA Resources](#)

CTE Building

Have you seen the inside of our career and technical education (CTE) building? Go to our career academies website and scroll down the page to view a one-minute video tour from inside the CTE building.

[PHS Career Academies](#)

Board Meeting Minutes

Minutes from our Board of Education meetings are available at the link below. Draft minutes from the meeting on Apr. 8, 2024, are also available below.

[Board Meeting Minutes](#)

[DRAFT Meeting Minutes for Apr. 8, 2024](#)

ESSER III

On March 11, 2021, President Biden signed the American Rescue Plan (ARP) Act of 2021. The ARP Act includes nearly \$122 billion for the Elementary and Secondary School Emergency Relief (ESSER) III Fund that allows state and local education agencies (LEAs) to take additional steps for continued safe in-person instruction and to address unfinished teaching and learning to mitigate the pandemic. The ESSER

III funding enables Nebraska school districts to promote safe school operations and equity-driven, sustainable, evidence-based programs to serve students – especially those who are the furthest from opportunity – and to continue to strengthen teaching and learning. PCS was eligible for \$1,505,865 of ESSER III funds.

In order to be eligible for ESSER III funding, Nebraska school districts had to submit an amendment to our ARP application by Sept. 15, 2021. Prior to submitting the application, we requested your input relative to the potential uses of the funds.

Thank you to everyone who provided input regarding the potential uses of ESSER III funds at PCS. I am pleased to inform you that we were able to incorporate many of the items in our amendment including updated curriculum materials, professional development for staff members, Clifton Strengths training and support for staff members, bleachers on the east side of the high school stadium, new activity buses and sport utility vehicles, staff dependent care, staff COVID-19 emergency leave (many districts no longer offer this to employees), renovation of the outdoor middle school concession stand to include restrooms, personal protective equipment, interactive technological devices, furniture and equipment, music risers, and musical instruments. If you do not see a specific item, it might be included in one of these broad categories or it might be obtained through other available funding sources.

Business manager Jennifer Serkiz and I will continue meeting with the Board of Education’s Finance Committee to develop a plan and timeline for spending the funds. Unfortunately, we must pay for the items and wait for reimbursement to arrive later. With other ARP funds, it has taken up to eight months for NDE to process the reimbursement request and transfer funding to our district.

Our plan for the expenditure of ESSER III funds is available at the link below. There were other requests submitted for ESSER III that are not included here, but many of them are being addressed with other funding sources available in the district. Thank you, again, for providing your input for our amendment.

[Esser III Amendment August 26, 2022](#)

Thank You for Your Input

Thank you to everyone who provided input relative to our COVID-19 protocols and items for consideration in the development of our PCS Plan for Safe Return to School which is available by clicking the link below. As part of our ESSER funding, we are required to post and periodically review our plan. Our plan is included below.

[PCS Plan for Safe Return to School](#)

Our safety team includes certified and non-certified staff members from our early childhood center, elementary school, middle school, and high school, including administrators, nurses, school social workers/licensed mental health practitioners, school psychologists, Plattsmouth Education Association representatives, before and after school program directors, our nutrition services director, our transportation location manager, maintenance, and our school resource officer(s).

At this time, our safety team holds quarterly meetings during the school year.


Click the link below to provide feedback relative to our PCS Plan for Safe Return to School. Thank you for your support of the Plattsmouth Community Schools!

[2023-2024 Plan for Safe Return to School](#)



Thank you for your support of the Plattsmouth Community Schools. #PLATTSMOUTHSTRONG

Best regards,

Dr. Richard E. Hasty 

Superintendent Dr. Richard E. Hasty

**Plattsmouth High School
Principal's Report
Todd Halvorsen
May 13, 2024**

Plattsmouth High School Enrollment

Freshman- 100
Sophomores-134
Juniors- 117
Seniors- 106
Other- 8
Total- 465

Helping students find their path in a **Positive Respectful Intentional Determined and Engaged learning environment.**

High Academic Achievement and Professional Learning Communities (PLC)

The Freshman, Sophomores, and Juniors took the NWEA Measurement of Academic Progress Assessment in the areas of Reading, Math, Language Usage, and Science. As a school we improved in each area. The freshman class had the greatest growth in Reading, Sophomores had the most growth in Math, Language Usage, and Science. The students and teachers gave a great effort and it showed!

Seniors are wrapping up their coursework this week and will take finals on May 13 and 14. Graduation rehearsal will be May 17 at 9:00 a.m. Seniors will pick up their caps and gowns after graduation and those who want to, will walk through the halls of the elementary and middle school.

Prom was held on May 4th at Falconwood. It was a wonderful night for the students. Dom Vercillino and Ireland Todd were crowned Prom King and Queen. Special recognition goes out to Ms. Jobman and Mrs. Lorenzen, the 2024 Staff Prom Coordinators.

Students and Staff of the Week

9th Graders:

Chance Jackson - 4.8.24
Brianna Carney - 4.15.24
Amara Johnson - 4.22.24
Shaylynn Stander - 4.29.24
Kaelyn Williams - 5.6.24

10th Graders:

Dakota Babcock
Hunter Tschirren
Phoenix Clark - 4.22.24
Titus Winger - 4.29.24
Jeffrey (JD) Meisinger - 5.6.24

11th Graders:

Robert McGraw - 4.8.24
Samantha LeBlanc - 4.15.24
Michael Mason - 4.22.24
Patrick Yarusso - 4.29.24
Joel Moore - 5.6.24

12th Graders:

Ireland Todd - 4.8.24

Gabe Villamonte - 4.15.24

Ashlynn Abercrombie - 4.22.24

Courtney Harvey - 4.29.24

Ciara Basch - 5.6.24

Staff:

Lori Huebner - 4.8.24

Stephanie Reynolds - 4.15.24

Kevin Tilson - 4.22.24

Luke Chadwell - 4.29.24

Jana Shuey - 5.6.24

School Counselor Report

Career speakers were scheduled for the month of April to fit the Academies of PHS. There were 12 speakers ranging from Fire Fighting, Computer Technology, Education, Architecture, Engineering, Healthier Sciences and more! Representatives from the Omaha Storm Chasers, Bellevue Berry Farm, CLAAS, and the Federal Aviation Administration also presented information.

There are 30 students taking an AP exam.

The Plattsmouth American Legion is proudly sponsoring Jacob Verbrigghe and Wesley Vick for Junior Law Cadet. They are also sponsoring Andrew Hipsher for Boys State. The Plattsmouth Women's Auxiliary is proudly sponsoring Ava Thornton for Girls State.

The counselors have been working hard on getting things ready for the seniors' final days. We held our annual Senior Signing Day event for the entire school where seniors were recognized for their plans to further their education after high school. This included 61 college, 3 military, and 1 union training students signing.

We will hold Honors Night on May 15th at 6:30pm to recognize students' academic scholarships and athletic awards. Then graduation will be held on May 19th at 2pm.

Career Academies Board Report

The Academy Core Leaders held a Trivia Night on April 12, 2024 at PHS. This was a new event that the students developed to be open to the community. The event went well, with nine teams competing and excellent prizes which were donated through community partners. The Academy Core Leaders plan to hold another Trivia Night next year due to the success of this event.

The 8th grade class visited PHS on May 9 & 10 for tours and a Career Academy panel of students to prepare them for starting their Freshman year. Academy Core Leaders lead tours around the building and answered questions about what to expect in Career Academies and as a student at PHS.

The Officers for the Academy Core Leaders have been selected for the 2024 - 2025 school year:

President - Kayla Briggs

Vice-President - Haylie Briggs

Secretaries: Stella Campin & Gracie Konkler

ATEAM Leader: Louis Ingram

BEACH Leader: Mila Wehrbein

STEAM Leader: Addie Shelton

Communications Chair: Jolie Dix

Athletic/Activities Report

Baseball has qualified for State for the second straight year. They enter after losing the district championship as the 6 seed on a wildcard berth. The girls soccer team lost to the number 1 seed Gretna East in the district championship. This was the first time the girls soccer team has made a district final. The boys soccer team lost in the district championship for the second straight year. The choir will have their spring concert on May 9th at 7pm and the band will have their concert May 10th at 8pm. Speech will have a few compete at Nationals in Papillion the 10th and 11th.

Organization Development and Capacity

The 2023-2024 school year will focus on the following points:

1. Continuing the growth of Wall-to-Wall Academies and expanding internship opportunities.
2. Concentrating on a culture of respect, inclusion, encouragement and celebration of students and staff.
3. Advancing civic engagement.

Plattsmouth High School staff continually seek to improve upon the processes of our curriculum and academy teams. That effort is focused upon data interpretation, identifying student needs, and responding with collective efficacy.

Educationally yours,
Todd Halvorsen

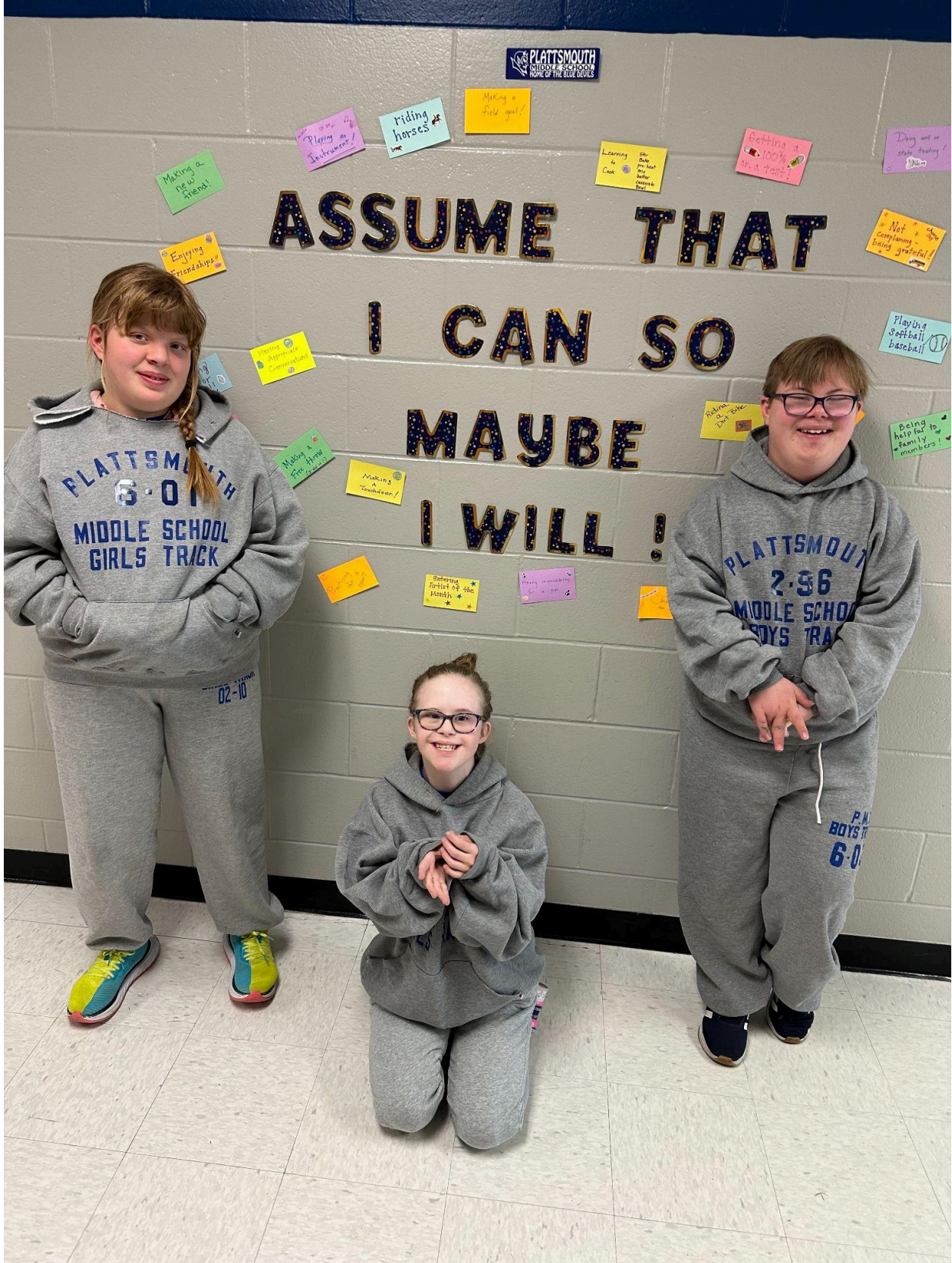
Middle School Board Report
John Campin-Principal
May 13, 2024
Current Enrollment Numbers for 2023-24

5th-80
6th-96
7th-97
8th-109
Total-382

I want to recognize Sharon Poindexter, Ann Albers, Lenette Haliburton and Donna Shrimpton. These four educators have done a lot for our school and district. Whether one was here a couple years or many many years, they have made a difference. PCMS will miss them next year! I want to wish them the best in the future!!

A big shout out to Nathan Fleming! Nathan is a student of ours that has worked hard this past month on his academics. Nathan went up 13 points on his ELA Map tests! This is a very big accomplishment for Nathan. Way to go! I also want to wish all of our 8th graders the best of luck in high school next year:)

Check out our school Facebook page. You will see our weekly newsletter where we share students of the week in each grade and extra curricular updates.



ASSUME THAT
I CAN SO
MAYBE
I WILL!

PLATTSBURGH
6-01
MIDDLE SCHOOL
GIRLS TRICK
02-10

PLATTSBURGH
MIDDLE SCHOOL

PLATTSBURGH
2-36
MIDDLE SCHOOL
BOYS TRICK
P.M.
BOYS TRICK
6-0

- Making a New Friend!
- Enjoying Friendships!
- Playing an Instrument!
- riding horses
- Making a field goal!
- Learning to Can
- Getting a 100% on a test!
- Doing well in state testing!
- Not Complaining - being grateful!
- Playing softball/baseball!
- Being helpful to family members!
- Making a Teacher!
- Relieving first of the Month
- Many successful
- Making a Teacher!
- Relieving first of the Month
- Many successful
- Relieving first of the Month
- Many successful

PLATTSBURGH
MIDDLE SCHOOL
HOME OF THE BLUE DEVILS

Plattsmouth Elementary School

Board of Education Report
Dr. Amber Johnson, Elementary Principal
May 13, 2024

1. **2023-2024 Student Enrollment:** *As of May 1, 2024*

Grade	Jul.	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	Apr.	May
Kdg.	83	88	90	90	90	90	90	90	91	90	91
1st	80	80	79	78	79	80	80	79	79	80	82
2nd	92	89	83	84	83	84	85	86	86	86	86
3rd	94	98	99	98	98	97	97	97	97	98	98
4th	95	98	94	94	93	94	95	92	92	94	95
Total	444	453	445	444	443	445	447	444	445	448	452

1. **3rd-4th NSCAS & K-4th Spring MAP:**

Our 3rd and 4th-grade students have completed the Nebraska Student Center Assessment System (NSCAS) for Reading and Math, demonstrating their hard work and dedication. We are immensely proud of their efforts! Please note that NSCAS results will remain embargoed until further notice from the Nebraska Department of Education.

During the next couple of weeks, students in grades K-4 will participate in the Spring MAP Assessment for Reading and Math. We are optimistic about witnessing significant growth from Fall to Spring. Results will be shared in the PES June BOE Principal report.

2. **2024-2025 Kindergarten Registration Update:**

On Tuesday, April 11, 2024, Plattsmouth Elementary School will hold our 2024-2025 Kindergarten Registration. We are excited for our PES families to attend! Students will have the opportunity to meet PES kindergarten teachers and staff while taking part in fun activities. While the new kindergarten students are with staff, our PES parents/guardians will be provided with a Kindergarten presentation prepared by Dr. Johnson and Mr. Niehus.

3. **PES April Blue Devils of the Month:**

Congratulations to our April 2024 PES Blue Devils of the Month:

Kindergarten - Kinsley Mobely, Aria Hadraba, Evangeline Bolt, Maverick Bolt

1st - Kourtney Lucas, Wren Powell, Averie Kush, Nolan Merrill

2nd - Eva Boyle, Elliot Eggert, Lincoln Penke, Paola Fernandez

3rd - Eric Coffelt, Carson Johnson, Lincoln Penke, Paola Fernandez

4th - Dakota Jessen, Naomi Bradley, Declan Horn



**CASS COUNTY HEAD START & EARLY HEAD START
PLATTSMOUTH EARLY CHILDHOOD CENTER**

Main office: 902 Main Street, Plattsmouth, NE 68048 Mailing address: 1912
Old Highway 34 Plattsmouth, Nebraska 68048 402-296-5250



**Head Start Director's Report
May 2024**

Early Childhood Numbers as of: 05/01/2024

Enrollment:

Accepted for Tuition/Head Start for 2023-2024:

PECC	65
Conestoga Head Start	16
Total for Head Start	84 out of 100
Tuition at PECC	29
<i>Total Enrollment for PECC/Conestoga</i>	<i>111</i>

Birth to Three Program Enrollment Report:

Sixpence	13
Birth to 5 Special Education Home/Community Based/Speech	41
Early Head Start	10 out of 10

Attendance (2023-2024)

Week Of:	Head Start Only	Tuition Only	Combined
04/01/2024	90.85%	95.69%	92.12%
04/08/2024	88.61%	92.41%	89.62%
04/15/2024	88.83%	93.79%	90.15%
04/22/2024	87.72%	87.59%	87.68%
04/29/2024	94.99%	95.77%	95.19%

Head Start Grant Information:

The Fiscal Year (FY) 2024 is a New grant application and was due on Oct. 1st, 2023. The grant was submitted September 27, 2023. The chart below outlines the funding amounts for the grant for fiscal year 2024.

Funding Type	Projected Funding	Funded Federal Enrollment
Head Start Program Operations & Training and Technical Assistance	\$1,144,435	100
Early Head Start program Operations &	\$180,077	10

Trainings and Technical Assistance		
Total Grand Funding	\$1,324,512	110
In-Kind (non-federal share) for HS & EHS	\$331,128	
Total Grant Amount	\$1,655,640	

Office of Head Start Communications:

- ACF-OHS-PI-24-02 :Fiscal Year 2024 (FY 2024) Head Start Funding Increase

Personnel:

- Welcome! New Preschool Teacher for 2024-2025 Year- Makenzie Hageman
- We are currently looking for another preschool teacher for the 2024-2025

Policy Council:

- Next meeting is scheduled for Monday, May 20, 2024 at 6pm in person and zoom.
- Reviewed reports: Directors, Health, Education, and Family
- Review 5 year program goals
- Parent handbooks
 - Conestoga
 - PECC
 - B-3

Respectfully submitted,
Mrs. Juli Beck, Cass County Head Start Director



**CASS COUNTY HEAD START & EARLY HEAD START
PLATTSMOUTH EARLY CHILDHOOD CENTER**

Main office: 902 Main Street, Plattsmouth, NE 68048 Mailing address: 1912
Old Highway 34 Plattsmouth, Nebraska 68048 402-296-5250



**Head Start Treasurer's Report
May 2024**

Continuation Grant from 1/1/2024 to 12/31/2024 (with NFS)	\$ 1,655,640
Total Head Start Grant Funds from 1/1/2024 to 12/31/2024 (without NFS)	\$ 1,144,435
Total Early Head Start Grant Funds from 1/1/2024 to 12/31/2024 (without NFS)	\$ 180,977
 Head Start Expenditures for the Month of: April 2024	 \$ 85,780
 Early Head Start Expenditures for the Month of: April 2024	 \$ 11,768
 Total Grant Period Expenditures 1/1/2024 to 12/31/2024	
Head Start	\$ 399,480
Early Head Start	\$ 79,849
 Percent of Budget 1/1/2024 to 12/31/2024	
Head Start	35%
Early Head Start	44%
 In-Kind for the Month of: April 2024	 \$1,977.64
 In-Kind Credited to Date:	
Head Start	1/1/2024 to 12/31/2024 \$ 63,503
Early Head Start	1/1/2024 to 12/31/2024 \$ 13,610
Total	1/1/2024 to 12/31/2024 \$ 77,113
 Percent of Required In-Kind For Fiscal Year 2024	
Head Start (\$286,116 total required)	22%
Early Head (\$45,012 total required)	37%
Total Required (\$331,128)	23%

Head Start Nutrition Expenditures for the Month of: April 2024 \$ 5,539

Meals Served in the month of April 2024

Conestoga: Breakfast 246: Lunch: 248 **Plattsmouth:** Breakfast: 1225 Lunch: 1156

[View the web version](#)[Go to ECLKC](#)

 U.S. Department of Health & Human Services & Administration for Children & Families


OFFICE OF HEAD START

ACF Administration for Children and Families	U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES	
	1. Log No. ACF-OHS-PI-24-02	2. Issuance Date: 04/24/2024
	3. Originating Office: Office of Head Start	
	4. Key Words: Consolidated Appropriations Act; Appropriations; Fiscal Year 2024; Funding Increase; Cost of Living Adjustment; Quality Improvement	

PROGRAM INSTRUCTION

TO: All Head Start recipients, including Head Start, Early Head Start, Early Head Start-Child Care Partnerships, Collaboration Offices, and National Centers

SUBJECT: Fiscal Year 2024 (FY 2024) Head Start Funding Increase

INSTRUCTION:

President Biden signed the Further Consolidated Appropriations Act, 2024 (P.L. 118-47), into law on March 23, 2024. The funding level for programs under the Head Start Act (the Act) is \$12,271,820,000, an increase of \$275 million over FY 2023. This funding level provides all Head Start, Early Head Start, and Early Head Start-Child Care (EHS-CC) Partnership grant recipients a 2.35% cost-of-living adjustment (COLA).

Recipients subject to competition for continued funding through the Designation Renewal System (DRS) are entitled to COLA funds through the end of their current award. Head Start Collaboration Offices are not eligible for COLA funding due to the statutory cap on their funding in the Head Start Act.

FY 2024 COLA

Each eligible recipient will receive a COLA increase of 2.35% of the FY 2023 base funding level. Base funding excludes training and technical assistance funds and any one-time funding received during FY 2023.

Recipients must use COLA funds to permanently increase their Head Start pay scale, which includes the salaries of current staff and unfilled vacancies. Recipients may consider a permanent uniform percent increase to the pay scale or differential COLA increases to the pay scale across specific position types within the program. For example, a recipient may apply a larger increase to lower paid positions that are not currently receiving wages sufficient to cover costs of living, or to positions that are challenging to fill due to low wages. Recipients are encouraged to focus larger COLA increases on positions with the most staffing challenges and those which are blocking the program from fully serving children and families. Recipients are further encouraged to use findings from their wage comparability study to make every effort to offer wages competitive to similar positions in their communities, including teachers and other staff of local elementary schools. A recipient must maintain documentation that justifies applying differential adjustments to its pay scale and ensure the process is approved by its governing bodies.

Sections 653 and 640(j) of the Act provide further guidance on the uses and limitations of COLA funds. **Sec. 653** restricts compensation to an employee paid with Head Start funds that is higher than the average rate of compensation paid for substantially comparable services in the program's operating area. Any recipient concerned that it cannot increase salaries for staff due to wage comparability issues should ensure public school salaries for elementary school staff are included in its considerations. Sec. 653 also prohibits the use of Head Start funds of any employee compensated at a rate exceeding that of an Executive Schedule Level II position, including

employees being paid through indirect costs. **Sec. 640(j)** of the Act requires that compensation of Head Start employees be improved regardless of whether the agency has the ability to improve the compensation of staff employed by the agency that do not provide Head Start services.

In addition, recipients must provide delegate agencies and other partners an equivalent increase of 2.35% to adjust their wage scales. A recipient must justify applying differential COLA increases between delegates or partners. COLA funds must be applied from the start of a recipient's FY 2024 budget period, which may require COLA to be retroactively applied. For example, for a recipient whose FY 2024 budget period began on November 1, 2023, the COLA must be applied from that date.

As specified in **45 CFR §1302.90**, each recipient is required to establish written personnel policies and procedures that are approved by the governing body and Policy Council. They must be made available to all staff. Personnel policies and procedures should be reviewed as they may contain information relevant to this COLA.

Following the required permanent adjustment to Head Start pay scales, recipients may apply any remaining funds to fringe benefits costs or to offset increased operating costs in other areas of the budget. This includes increased costs in rent, utilities, facilities maintenance and insurance, contractual arrangements, vehicle fuel and maintenance, and supplies.

COLA Funding Notice of Awards

Each eligible recipient will receive a Notice of Award specifying its COLA increase and instructions for how the funding must be applied. Awards will also include instructions for recipients proposing to use funds for any other purposes than instructed.

Additional guidance on how COLA funds will be distributed will be forthcoming through the Head Start Enterprise System (HSES).

One-time Program Improvement Funding Requests

Recipients encountering program improvement needs that cannot be supported by the agency's budget or other resources are invited to apply for one-time funding. This funding must be applied for through the appropriate supplemental amendment type in HSES. Program improvement requests generally include, but are not limited to, facility projects (construction, purchase, or major renovations requiring 1303 applications or minor repairs and enhancements). Requests are prioritized and funded based on funding availability and may require additional time before a final decision is made.

Please direct any questions about this PI to your Regional Office.

Thank you for your work on behalf of children and families.

/ Khari M. Garvin /

Khari M. Garvin
Director
Office of Head Start

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<https://eclkc.ohs.acf.hhs.gov> | 1-866-763-6481 | Contact Us

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Please do not reply to this email. Contact customer service for additional support.



ADMINISTRATION FOR
CHILDREN & FAMILIES

Office of Head Start | 330 C St., SW, 4th Floor, Washington DC 20201 | eclkc.ohs.acf.hhs.gov

April 27, 2024

Grant No. 07CH012443

Dear Head Start Grant Recipient,

The Further Consolidated Appropriations Act, 2024, contains an increase for Head Start of \$275 million over the Fiscal Year (FY) 2023 level for a cost-of-living adjustment (COLA). The COLA supports a 2.35 percent adjustment above FY 2023 funding levels to increase the pay scales of Head Start and Early Head Start staff, including vacant positions, and delegate agency or other partners providing direct services.

The following table reflects the COLA increase(s) available for FY 2024.

Funding Type	Head Start	Early Head Start
Cost-of-Living Adjustment (COLA)	\$26,540	\$4,154
Total Funding		\$30,694

Please note, this permanent increase is effective at the start of the FY 2024 budget period and is retroactive if this period has already commenced. Applicable to recipients operating both a Head Start and Early Head Start program, allocations for each program **must** be applied accordingly.

Application Submission Requirements/Notice of Award (NoA)

Recipients that have already submitted a FY 2024 non-competing new (NCN) or non-competing continuation (NCC) application **are not** required to submit a COLA supplemental request. Each recipient will receive a Notice of Award for an amount proportionate to the COLA increase appropriated by Congress. The table above reflects the increase(s) added to your FY 2024 base levels.

Recipients that have not yet submitted their FY 2024 NCN or NCC application must include their COLA allocation in the annual application.

For additional information on the allowable uses of COLA funding, refer to Program Instruction ACF-OHS-PI-24-02.

Required Use of COLA Funds

Recipients are required to ensure COLA funds are applied as follows:

- A permanent increase to the pay scale of no less than the required 2.35 percent adjustment for each Head Start/Early Head Start (including EHS-CCP) position, including current employees and unfilled vacancies subject to the provisions of Sections 653 and 640(j) of the Head Start Act;
- The provision of a no less than 2.35 percent increase to all delegate agencies and partners providing direct services;
- Ensure increases are applied retroactively to the start of the FY 2024 budget period including distributing funds to affected employees, if applicable;
- Any remaining amount following the required 2.35 percent increase to the Head Start pay scale, and delegate agencies and partners, may be applied to fringe benefits, and other costs necessary to operate the program.

Recipients must maintain documentation to justify applying differential COLA adjustments to pay scales and/or to delegate agencies and partners.

Other Uses or Declination of COLA Funds

Recipients planning to use COLA funds for any purpose other than as required above, must submit a budget revision amendment for consideration in the Head Start Enterprise System (HSES) no later than thirty (30) days from the issuance date of the Notice of Award.

If any portion of the funding identified above will not be needed, a statement regarding this decision must be submitted through HSES Correspondence no later than thirty (30) days from the issuance date of the Notice of Award. The subject line of the HSES Correspondence should read –“[recipient grant number] [recipient name] –declination of [all or portion] COLA funds”. Please note, this declination must be signed by the Board Chair. As a reminder, these funds are permanent increases to the Head Start and Early Head Start base funding levels. A declination of any portion of the funds may impact budgets for subsequent years.

Non-Federal Match

The requirements of Sec. 640(b) of the Head Start Act are applicable to COLA funding increases. Any previously approved non-federal match waivers for a recipient’s FY 2024 budget period will apply to the entire budget, including COLA. The non-federal match requirement will be reduced proportionally.

Program Improvement (One-Time) Requests

Recipients encountering program improvement needs that cannot be supported by the agency budgets or other resources are invited to apply for one-time funding. This funding must be applied for through the appropriate supplemental amendment type in HSES. Program Improvement requests generally include, but are not limited to, facility projects (construction, purchase, or major renovations requiring 1303 applications or minor repairs and enhancements). Requests are prioritized and funded based on funding availability and may require additional time before a final decision is made. For questions regarding program improvement needs and requests, please contact your regional office.

For any questions or assistance, please contact Mustafaa El-Scari, Head Start Program Specialist, at 816-426-2899 or Mustafaa.El-Scari@acf.hhs.gov or Dee Swindler, Grants Management Specialist, at 816-426-2227 or dee.swindler@acf.hhs.gov.

Sincerely,

The Office of Head Start

Plattsmouth Community Schools
Board of Education Report
Amanda Wright
Special Education Director
May 13th, 2024

Special Education Student Numbers

- Elementary: 111 (107 in April of 2024)
- Middle School: 67 (67 in April of 2024)
- High School: 74 (75 in April of 2024)
- Non-Public: 12 (12 in April of 2024)
- Total K-12: 264 (261 in April of 2024)

Non Public Consultation Meeting

Districts are required to hold a non-public consultation meeting annually. Information pertaining to the consultation meeting is part of the IDEA grant application process. We plan on holding our consultation meeting on June 5th at 11:00 a.m. at the Administration building. Per requirements, notification of the meeting will be posted for public access. The meeting agenda will cover allocation of federal funds for providing special education services that attend non-public schools within our district, how we will spend those dollars, and how and where services to those identified students will be provided.

2024-2025 IDEA Application

The IDEA application for federal special education funds opens on May 15th and is due on July 1st.

Indicator 13-Transition

All requirements for Indicator 13 Corrective Action Plan have been submitted to NDE. NDE will review documents shared with them and will either provide a closeout letter if all requirements have been met or a letter of findings if there are other areas that need to be corrected by August 31, 2024.

Submitted

Targeted Improvement Plan (TIP)
Maintenance of Effort Compliance Standard

Plattsmouth Director of Instructional Services

Board of Education Report

Cherie Larson May 13, 2024

Plattsmouth Community Schools

Working together to achieve Academic success, respectful Behavior, and Career readiness in a Safe environment.

Academic Success

Assessments

- NWEA
 - The administrators determined the NWEA will be our assessment in 2024-2025.
- ACT
 - The ACT scores are back and the data is being analyzed.
- The Nebraska ELPA21 (assessment for English Learners (EL) results are back.
 - Six of fourteen students met expectations and graduated from the English Learner program. Ms Duechting and our staff do an excellent job with students,
- The Nebraska NSCAS (Nebraska Student Centered Assessment System)
 - The NSCAS test is given in grades 3-8 for Math, English Language Arts, and Science. It assesses grade-level state standards and indicates a student's abilities above and below state expectations.
 - The test window closed on May 10th.
 - Staff have access to data to review trends.
 - The data is embargoed and cannot be shared.
 - NDE is setting the math cut scores (ranges where students are developing, on track, or advanced) this summer. Teachers will not have access to math proficiency projections until that process is finished.
- Nebraska is collecting Requests for Proposals for state testing.
 - The current assessment contract has been in place for seven years. It is appropriate to complete a review of other options.
- The district is exploring assessments that meet updated Nebraska Reads criteria, and that can be used to monitor student progress frequently throughout the year.

Curriculum Work

- Due to a high turnover in the fine arts programs, they will review their curriculum documents and plans during the 2024-2025 school year.
- Elementary staff is ending its pilot of Studies Weekly for social studies.
 - Materials have been made available at the building for review.

- The review and name of the program have been shared on district and PES websites and social media accounts.
- The Code.org Computer Science Principles program is being reviewed for the technology class that meets state statute 79:3303.
 - Materials have been made available at the building for review.
 - The review and name of the program have been shared on district and PHS websites and social media accounts.
- Social Emotional Curriculum materials will be reviewed.
 - The committee has identified vision and belief statements, reviewed possible programs, and is working on a shortlist of programs to review.
 - That shortlist and the vision and beliefs statements will be advertised to the public, and materials will be available at each building for review.

Professional Development/Professional Learning Communities

- The professional development plan for next year is being drafted.
- Staff will be provided with more training on the new Teacher Evaluation Learning Model adopted by the Board of Education. Phases I and II are completed.
 - Phase III includes staff reflecting on their understanding and identifying any areas where they need more support
 - Phase IV will take place during the 2024-2025 school year. Elements of the model will continue to be highlighted and connected to district professional development.
- Many staff members will attend training sessions and courses related to English Language Arts and the science of reading this summer.
- Staff are turning in requests for summer support in curriculum mapping, revising courses, writing, assessments, and small group instruction.
- New staff are invited to all the summer work sessions and training opportunities.
- Middle School and High School English Language Arts (ELA) teachers had their second support day in March. They worked on curriculum maps, discussed writing, and fine-tuned their cross-grade level expectations for ELA.

Continuous Improvement

- NWEA Spring Data and NSCAS (embargoed) data are being charted and reviewed.
- The District Leadership Team will be meeting to review and update the district plan.
- All work will be aligned with the Board's Strategic Plan (once it is complete).

Respectful Behavior

- BIST training and support continue at the elementary. New staff are being trained this summer.

Career Readiness

Grants

- The Nebraska Safety and Security Grant was written. We were awarded \$2000.
- The high school is becoming a stand-alone school for the Perkins reVISION grant. The first part of the grant has been completed, and the second part is being drafted.

Business OperationsOperational Finance – Management of Capital Reserves

Capital reserve funds are to be managed in the best interest of the district. All capital reserve accounts shall be initiated by a resolution of the board. The Superintendent and/or Business Manager will report to the Board on a regular basis regarding rates of return and make recommendations as needed to best utilize the district's reserves. The Superintendent and/or Business Manager shall specifically report to the Board at any time the reserves fall below 15% or above 30% of the general fund budget. The sum of all reserves, including contingency funds, depreciation funds, and cash reserves should not exceed 35% of the general fund budget.

Adopted: July 8, 2024

DRAFT

StudentsStudent Personal Electronic Devices

**Plattsmouth Community Schools
Student Personal Electronic Devices
(i.e. Cell phones, headphones, earbuds, smartwatches, etc.)**

These guidelines and procedures are being implemented to help maximize instructional time, reduce the number of outside distractions for students during the school day, standardize communication, and enhance student and staff safety.

Plattsmouth Elementary School and Middle School (K-8):

The expectation is that all elementary school students and middle school will keep personal electronic devices turned off or on silent in their lockers (MS) or other designated area (ES).

- First offense: Phone (or other electronic device) is brought to the office by your teacher. You may pick it up at the end of the day.
- Second offense: Phone is brought to the office by your teacher. Your parent/guardian will pick it up at the end of the day.
- Third offense: Phone is brought to the office by your teacher. Your parent/guardians will pick it up at the end of the day. **YOU MAY NOT BRING YOUR PHONE TO SCHOOL FOR 30 DAYS** or turn it into the office each day.
- Fourth offense: Students will be required to turn their phones into the office at the start of the school day where it will remain locked in the safe until the student's day is done.
- It is recommended that these devices stay at home as the school is not responsible for the loss of personal items brought to school.
- Parents or guardians who need to communicate immediate information with their student during school hours can continue to contact the school office and a message will be shared with the student as soon as possible.

Plattsmouth High School (9-12)

- Students may use their personal devices before and after school, during passing periods, and during lunch in the lunchroom.
- All personal electronic devices must be out of sight or placed in the designated area and completely silenced or powered off during the instructional period (unless given permission by the teacher or it is required as part of the student's individualized education plan (i.e. IEP, 504, MTSS plan, health plan, etc. This includes all classrooms, library, gym, locker room, fitness center, auditorium, music room, etc.
- Smartwatches may be worn, but cannot be used for communication purposes. If a violation occurs with a smartwatch, students will be asked to remove them to follow the digital device procedures.
- Earbuds and headphones will not be allowed in the classroom unless it is required as part of the

instructional activities and/or the student's individualized education plan (i.e. IEP, 504, MTSS plan, health plan, etc.).

- If earbuds or headphones are worn before school, after school, during passing period or during lunch, only one earbud may be worn due to safety concerns.

- If an electronic device is seen during the instructional period, the staff member will follow this procedure:

Step 1: The staff member will confiscate the phone or electronic device and keep it until the end of the period.

Step 2: The staff member will confiscate the phone or electronic device and the device will be sent to the main office. The phone or electronic device will stay in the office for at least the rest of the school day.

Step 3: The staff member will confiscate the phone or electronic device and the device will be sent to the main office. Parents and school personnel will collaborate to have the phone turned in at the beginning of the day and picked up prior to leaving for the day.

- Please note: If the student does not comply with this request and refuses to turn over the device, this interaction becomes a student disciplinary issue for refusal to comply and not following directions. Consequences for refusal to comply and not following directions will be administered in alignment with Policy 5101 Student Discipline.

- The teacher will contact the office and the device will be held in the main office for the remainder of the day and the incident will be logged as cell phone misuse.

- Students who need to contact parents/guardians for emergency reasons during the school day may request to use the phone in the school office.

- Parents/guardians who need to communicate immediate information with their student during school hours may contact the school office and a message will be shared with the student as soon as possible.

- Please note that the school is not responsible for the loss of student personal items brought to school.

- Students also have the opportunity and choice to leave their electronic device at home, in their vehicle, or to place the electronic device in their school locker during the school day.

Adopted: July 8, 2024

DRAFT

Students

School Wellness Policy

A mission of the Plattsburgh Community Schools is to provide curriculum, instruction, and experiences in a health-promoting school environment to instill lifelong learning of physical health, nutrition, and mental well-being. Therefore, the Board adopts the following School Wellness Policy.

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1. District Wellness Committee

Committee Role and Membership

The District will convene a representative District Wellness Committee (“DWC”) or work within an existing school health committee that meets at least four times per year to establish goals for and oversee school health and safety policies and programs, including development, implementation and periodic review and update of this District wellness policy.

The DWC membership will represent all school levels and include (to the extent possible), but not be limited to: parents and caregivers; students; representatives of the school nutrition program; physical education teachers; health education teachers; school health professionals or staff; mental health and social services staff; school administrators; school board members; and the general public. When possible, membership will also include Supplemental Nutrition Assistance Program Education coordinators. To the extent possible, the DWC will include representatives from each school building and reflect the diversity of the community.

Leadership

The Superintendent or designee(s) will convene the DWC and facilitate development of and updates to the wellness policy, and will ensure each school’s compliance with the policy.

Each school will designate a school wellness policy coordinator, who will ensure compliance with the policy.

2. Wellness Policy Implementation, Monitoring, Accountability and Community Engagement

Implementation Plan

The District will develop and maintain a plan for implementation to manage and coordinate the execution of this wellness policy. The plan delineates roles, responsibilities, actions and timelines specific to each school; and includes information about who will be responsible to make what change, by how much, where and when; as well as specific goals and objectives for nutrition standards for all foods and beverages available on the school campus, food and beverage marketing, nutrition promotion and education, physical activity, physical education and other school-based activities that promote student wellness. It is recommended that the school use the Healthy Schools Program online tools to complete a school-level assessment based on the Centers for Disease Control and Prevention’s School Health Index, create an action plan that fosters implementation and generate an annual progress report.

This wellness policy and the progress reports can be found at the District's website.

Recordkeeping

The District will retain records to document compliance with the requirements of the wellness policy at the Superintendent's office and/or on the District's computer network. Documentation maintained in this location will include but will not be limited to:

- The written wellness policy;
- Documentation demonstrating that the policy has been made available to the public;
- Documentation of efforts to review and update the Local Schools Wellness Policy; including an indication of who is involved in the update and methods the district uses to make stakeholders aware of their ability to participate on the DWC;
- Documentation to demonstrate compliance with the annual public notification requirements;
- The most recent assessment on the implementation of the local school wellness policy;
- Documentation demonstrating the most recent assessment on the implementation of the Local School Wellness Policy has been made available to the public.

Annual Notification of Policy

The District will actively inform families and the public each year of basic information about this policy, including its content, any updates to the policy and implementation status. The District will make this information available via the District website and/or district-wide communications. The District will provide as much information as possible about the school nutrition environment. This will include a summary of the District's events or activities related to wellness policy implementation. Annually, the District will also publicize the name and contact information of the District officials leading and coordinating the committee, as well as information on how the public can get involved with the school wellness committee.

Triennial Progress Assessments

At least once every three years, the District will evaluate compliance with the wellness policy to assess the implementation of the policy and include:

- The extent to which the District's schools are in compliance with the wellness policy;
- The extent to which the District's wellness policy compares to the Alliance for a Healthier Generation's model wellness policy; and
- A description of the progress made in attaining the goals of the District's wellness policy.

The position/person responsible for managing the triennial assessment and contact information is the Superintendent or the Superintendent's designee.

The DWC, in collaboration with individual schools, will monitor schools' compliance with this wellness policy.

The District will actively notify households/families of the availability of the triennial progress report.

Revisions and Updating the Policy

The DWC will update or modify the wellness policy based on the results of the annual School Health Index and triennial assessments and/or as District priorities change; community needs change; wellness goals are met; new health science, information, and technology emerges; and new Federal or state guidance or standards are issued. The wellness policy will be assessed and updated as indicated at least every three years, following the triennial assessment.

Community Involvement, Outreach and Communications

The District is committed to being responsive to community input, which begins with awareness of the wellness policy. The District will actively communicate ways in which representatives of DWC and others can participate in the development, implementation and periodic review and update of the wellness policy through a variety of means appropriate for that district. The District will also inform parents of the improvements that have been made to school meals and compliance with school meal standards, availability of child nutrition programs and how to apply, and a description of and compliance with Smart Snacks in School nutrition standards. The District will use electronic mechanisms, such as email or displaying notices on the District's website, as well as non-electronic mechanisms, such as newsletters, presentations to parents, or sending information home to parents, to ensure that all families are actively notified of the content of, implementation of, and updates to the wellness policy, as well as how to get involved and support the policy. The District will ensure that communications are culturally and linguistically appropriate to the community, and accomplished through means similar to other ways that the District and individual schools are communicating important school information with parents.

The District will actively notify the public about the content of or any updates to the wellness policy annually, at a minimum. The District will also use these mechanisms to inform the community about the availability of the annual and triennial reports.

3. Nutrition***School Meals***

The District is committed to serving healthy meals to children, with plenty of fruits, vegetables, whole grains, and fat-free and low-fat milk; that are moderate in sodium, low in saturated fat, and have zero grams *trans* fat per serving (nutrition label or manufacturer's specification); and to meeting the nutrition needs of school children within their calorie requirements. The school meal programs aim to improve the diet and health of school children, help mitigate childhood obesity, model healthy eating to support the development of lifelong healthy eating patterns and support healthy choices while accommodating cultural food preferences and special dietary needs.

All schools within the District that participate in USDA child nutrition programs, including the National School Lunch Program (NSLP), the School Breakfast Program (SBP), and any additional Federal child nutrition programs will meet the nutrition requirements of such programs. The District may also operate additional nutrition-related programs and activities. All schools within the District are committed to offering school meals through the NSLP and SBP programs, and other applicable Federal child nutrition programs, that:

- Are accessible to all students;
- Are appealing and attractive to children;
- Are served in clean and pleasant settings;
- Meet or exceed current nutrition requirements established by local, state, and Federal statutes and regulations. (The District offers reimbursable school meals that meet USDA nutrition standards.)
- Promote healthy food and beverage choices using at least ten of the following Smarter Lunchroom techniques:
 - Whole fruit options are displayed in attractive bowls or baskets (instead of chaffing dishes or hotel pans).
 - Sliced or cut fruit is available daily.
 - Daily fruit options are displayed in a location in the line of sight and reach of students.
 - All available vegetable options have been given creative or descriptive names.
 - Daily vegetable options are bundled into all grab-and-go meals available to students.
 - All staff members, especially those serving, have been trained to politely prompt students to select and consume the daily vegetable options with their meal.
 - White milk is placed in front of other beverages in all coolers.
 - Alternative entrée options (e.g., salad bar, yogurt parfaits, etc.) are highlighted on posters or signs within all service and dining areas.
 - A reimbursable meal can be created in any service area available to students (e.g., salad bars, snack rooms, etc.).
 - Student surveys and taste testing opportunities are used to inform menu development, dining space decor and promotional ideas.
 - Student artwork is displayed in the service and/or dining areas.
 - Daily announcements are used to promote and market menu options.

Staff Qualifications and Professional Development

All school nutrition program directors, managers and staff will meet or exceed hiring and annual continuing education/training requirements in the USDA professional standards for child nutrition professionals. These school nutrition personnel will refer to USDA's Professional Standards for School Nutrition Standards website to search for training that meets their learning needs.

Water

To promote hydration, free, safe, unflavored drinking water will be available to all students throughout the school day and throughout every school campus ("school campus" and "school day" are defined in the glossary). The District will make drinking water available where school meals are served during mealtimes.

Competitive Foods and Beverages

The District is committed to ensuring that all foods and beverages available to students on the school campus during the school day support healthy eating. The foods and beverages sold and served outside of the school meal programs (e.g., "competitive" foods and beverages) will meet the USDA Smart Snacks in School nutrition standards, at a minimum. Smart Snacks aim to

improve student health and well-being, increase consumption of healthful foods during the school day and create an environment that reinforces the development of healthy eating habits. A summary of the standards and information, as well as a Guide to Smart Snacks in Schools are available at: <http://www.fns.usda.gov/healthierschoolday/tools-schools-smart-snacks>. The Alliance for a Healthier Generation provides a set of tools to assist with implementation of Smart Snacks available at www.foodplanner.healthiergeneration.org.

To support healthy food choices and improve student health and well-being, all foods and beverages outside the reimbursable school meal programs that are sold to students on the school campus during the school day will meet or exceed the USDA Smart Snacks nutrition standards or, if the state policy is stronger, will meet or exceed state nutrition standards. These standards will apply in all locations and through all services where foods and beverages are sold, which may include, but are not limited to, à la carte options in cafeterias, vending machines, school stores and snack or food carts.

Celebrations and Rewards

Foods offered on the school campus will meet or exceed the USDA Smart Snacks in School nutrition standards or, if the state policy is stronger, will meet or exceed state nutrition standards, including through:

1. Celebrations and parties. The District will provide a list of suggested healthy party ideas to parents and teachers, including non-food celebration ideas.
2. Classroom snacks brought by parents. The District will provide or make available to parents a list of foods and beverages that meet Smart Snacks nutrition standards. Rewards and incentives.
3. The District will provide teachers and other relevant school staff a list of alternative ways to reward children or other comparable resources. Foods and beverages will not be used as a reward, or withheld as punishment for any reason, such as for performance or behavior.

Except: foods provided for instructional purposes (e.g., cultural programs, FCS and school-based enterprises, and foods given in accordance with a student's MTSS plan, 504 plan, individual health plan, and IEP).

Fundraising

Foods and beverages that meet or exceed the USDA Smart Snacks in Schools nutrition standards may be sold through fundraisers on the school campus during the school day. The District will make available to parents and teachers a list of healthy fundraising ideas or comparable resources.

Nutrition Promotion

Nutrition promotion and education positively influence lifelong eating behaviors by using evidence-based techniques and nutrition messages, and by creating food environments that encourage healthy nutrition choices and encourage participation in school meal programs. Students and staff will receive consistent nutrition messages throughout schools, classrooms, gymnasiums, and cafeterias. Nutrition promotion also includes marketing and advertising

nutritious foods and beverages to students and is most effective when implemented consistently through a comprehensive and multi-channel approach by school staff, teachers, parents, students and the community.

The District will promote healthy food and beverage choices for all students throughout the school campus, as well as encourage participation in school meal programs. This promotion will occur through:

- Implementing at least ten or more evidence-based healthy food promotion techniques through the school meal programs using Smarter Lunchroom techniques; and
- Ensuring 100% of foods and beverages promoted to students meet the USDA Smart Snacks in School nutrition standards.

Nutrition Education

The District will teach, model, encourage and support healthy eating by all students. Schools will provide nutrition education and engage in nutrition promotion that:

- Is designed to provide students with the knowledge and skills necessary to promote and protect their health;
- Is part of not only health education classes, but also integrated into other classroom instruction through subjects such as math, science, language arts, social sciences and elective subjects;
- Includes enjoyable, developmentally-appropriate, culturally-relevant and participatory activities, such as cooking demonstrations or lessons, promotions, taste-testing, farm visits and school gardens;
- Promotes fruits, vegetables, whole-grain products, low-fat and fat-free dairy products and healthy food preparation methods;
- Emphasizes caloric balance between food intake and energy expenditure (promotes physical activity/exercise);
- Links with school meal programs, cafeteria nutrition promotion activities, school gardens, Farm to School programs, other school foods and nutrition-related community services; ▪ Teaches media literacy with an emphasis on food and beverage marketing; and ▪ Includes nutrition education training for teachers and other staff.

Essential Healthy Eating Topics in Health Education

The District will include in the health education curriculum a minimum of 12 of the following essential topics on healthy eating:

- Relationship between healthy eating and personal health and disease prevention
- Food guidance from MyPlate
- Reading and using FDA's nutrition fact labels
- Eating a variety of foods every day
- Balancing food intake and physical activity
- Eating more fruits, vegetables and whole grain products
- Choosing foods that are low in fat, saturated fat, and cholesterol and do not contain *trans* fat
- Choosing foods and beverages with little added sugars
- Eating more calcium-rich foods

- Preparing healthy meals and snacks
- Risks of unhealthy weight control practices
- Accepting body size differences
- Food safety
- Importance of water consumption
- Importance of eating breakfast
- Making healthy choices when eating at restaurants
- Eating disorders
- The Dietary Guidelines for Americans
- Reducing sodium intake
- Social influences on healthy eating, including media, family, peers and culture
- How to find valid information or services related to nutrition and dietary behavior
- How to develop a plan and track progress toward achieving a personal goal to eat healthfully
- Resisting peer pressure related to unhealthy dietary behavior
- Influencing, supporting, or advocating for others' healthy dietary behavior

Food and Beverage Marketing in Schools

The District is committed to providing a school environment that ensures opportunities for all students to practice healthy eating and physical activity behaviors throughout the school day while minimizing commercial distractions. The District strives to teach students how to make informed choices about nutrition, health and physical activity. These efforts will be weakened if students are subjected to advertising on District property that contains messages inconsistent with the health information the District is imparting through nutrition education and health promotion efforts. It is the intent of the District to protect and promote student's health by permitting advertising and marketing for only those foods and beverages that are permitted to be sold on the school campus, consistent with the District's wellness policy.

Any foods and beverages marketed or promoted to students on the school campus during the school day should meet or exceed the USDA Smart Snacks in School nutrition standards or, if stronger, state nutrition standards, such that only those foods that comply with or exceed those nutrition standards are permitted to be marketed or promoted to students.

Food and beverage marketing is defined as advertising and other promotions in schools. Food and beverage marketing often includes oral, written, or graphic statements made for the purpose of promoting the sale of a food or beverage product made by the producer, manufacturer, seller or any other entity with a commercial interest in the product. This term includes, but is not limited to the following:

- Brand names, trademarks, logos or tags, except when placed on a physically present food or beverage product or its container.
- Displays, such as on vending machine exteriors
- Corporate brand, logo, name or trademark on school equipment, such as marquees, message boards, scoreboards or backboards (Note: immediate replacement of these items are not

required; however, districts will replace or update scoreboards or other durable equipment when existing contracts are up for renewal or to the extent that it is financially possible over time so that items are in compliance with the marketing policy.)

- Corporate brand, logo, name or trademark on cups used for beverage dispensing, menu boards, coolers, trash cans and other food service equipment; as well as on posters, book covers, pupil assignment books or school supplies displayed, distributed, offered or sold by the District.
- Advertisements in school publications or school mailings.
- Free product samples, taste tests or coupons of a product, or free samples displaying advertising of a product.

As the District/school nutrition services/Athletics Department/PTA/PTO reviews existing contracts and considers new contracts, equipment and product purchasing (and replacement) decisions should reflect the applicable marketing guidelines established by the District wellness policy.

4. Physical Activity

Children and adolescents should participate in at least 60 minutes of physical activity every day. A substantial percentage of students' physical activity can be provided through a comprehensive school physical activity program (CSPAP). A CSPAP reflects strong coordination and synergy across all of the components: quality physical education as the foundation; physical activity before, during and after school; staff involvement and family and community engagement and the District is committed to providing these opportunities. Schools will ensure that these varied physical activity opportunities are in addition to, and not as a substitute for, physical education (addressed in "Physical Education" subsection). All schools in the District will be encouraged to participate in *Let's Move!* Active Schools (www.letsmoveschools.org), or comparable program, in order to successfully address all CSPAP areas.

Physical activity during the school day (including but not limited to recess, classroom physical activity breaks or physical education) will not be withheld as punishment. The District will provide teachers and other school staff with a list of ideas or resources for alternative ways to discipline students.

To the extent practicable, the District will ensure that its grounds and facilities are safe and that equipment is available to students to be active. The District will conduct necessary inspections and repairs.

Physical Education

The District will provide students with physical education, using an age-appropriate, sequential physical education curriculum consistent with national and state standards for physical education. The physical education curriculum will promote the benefits of a physically active lifestyle and will help students develop skills to engage in lifelong healthy habits, as well as incorporate essential health education concepts (discussed in the "*Essential Physical Activity Topics in Health Education*" subsection). The curriculum will support the essential components of physical education.

All students will be provided equal opportunity to participate in physical education classes. The District will make appropriate accommodations to allow for equitable participation for all students and will adapt physical education classes and equipment as necessary.

All elementary students in each grade will receive physical education for at least 60-89 minutes per week throughout the school year.

All secondary students (middle and high school) are required to take the equivalent of one academic year of physical education.

The District's physical education program will promote student physical fitness through individualized fitness and activity assessments (via the Presidential Youth Fitness Program or other appropriate assessment tool) and will use criterion-based reporting for each student.

Essential Physical Activity Topics in Health Education

Health education will be required in all elementary grades and the District will require middle and high school students to take and pass at least one health education course. The District will include in the health education curriculum a minimum of 12 of the following essential topics on physical activity:

- The physical, psychological, or social benefits of physical activity
- How physical activity can contribute to a healthy weight
- How physical activity can contribute to the academic learning process
- How an inactive lifestyle contributes to chronic disease
- Health-related fitness, that is, cardiovascular endurance, muscular endurance, muscular strength, flexibility, and body composition
- Differences between physical activity, exercise and fitness
- Phases of an exercise session, that is, warm up, workout and cool down
- Overcoming barriers to physical activity
- Decreasing sedentary activities, such as TV watching
- Opportunities for physical activity in the community
- Preventing injury during physical activity
- Weather-related safety, for example, avoiding heat stroke, hypothermia and sunburn while being physically active
- How much physical activity is enough, that is, determining frequency, intensity, time and type of physical activity
- Developing an individualized physical activity and fitness plan
- Monitoring progress toward reaching goals in an individualized physical activity plan
- Dangers of using performance-enhancing drugs, such as steroids
- Social influences on physical activity, including media, family, peers and culture
- How to find valid information or services related to physical activity and fitness ▪ How to influence, support, or advocate for others to engage in physical activity ▪ How to resist peer pressure that discourages physical activity.

Recess (Elementary)

All elementary schools will offer at least 20 minutes of recess on all days during the school year. Exceptions may be made as appropriate, such as on early dismissal or late arrival days. If recess is offered before lunch, schools will have appropriate hand-washing facilities and/or hand-sanitizing mechanisms located just inside/outside the cafeteria to ensure proper hygiene prior to eating and students are required to use these mechanisms before eating. Hand-washing time, as well as time to put away coats/hats/gloves, will be built in to the recess transition period/timeframe before students enter the cafeteria.

Outdoor recess will be offered when weather and other conditions make it feasible for outdoor play.

In the event that recess must be held indoors, teachers and staff will follow the indoor recess guidelines that promote physical activity for students, to the extent practicable.

Recess will complement, not substitute, physical education class. Recess monitors or teachers will encourage students to be active, and will serve as role models by being physically active alongside the students whenever feasible.

Classroom Physical Activity Breaks (Elementary and Secondary)

Students will be offered periodic opportunities to be active or to stretch throughout the day on all or most days during a typical school week. The District recommends teachers provide short (3-5minute) physical activity breaks to students during and between classroom time at least three days per week. These physical activity breaks will complement, not substitute, for physical education class, recess, and class transition periods.

The District will provide resources and links to resources, tools, and technology with ideas for classroom physical activity breaks. Resources and ideas are available through the USDA and the Alliance for a Healthier Generation.

Active Academics

Teachers will incorporate movement and kinesthetic learning approaches into “core” subject instruction when possible (e.g., science, math, language arts, social studies and others) and do their part to limit sedentary behavior during the school day.

The District will support classroom teachers incorporating physical activity and employing kinesthetic learning approaches into core subjects by providing annual professional development opportunities and resources, including information on leading activities, activity options, as well as making available background material on the connections between learning and movement.

Teachers will serve as role models by being physically active alongside the students whenever feasible.

Before and After School Activities

The District offers opportunities for students to participate in physical activity either before and/or after the school day through a variety of methods. The District will encourage students to be

physically active before and after school by sponsoring or permitting: physical activity clubs and physical activity in aftercare, intramurals or interscholastic sports.

Active Transport

The District will support active transport to and from school, such as walking or biking. The District will encourage this behavior by requiring that its schools engage in six or more of the activities below, to be selected by each school administration; including but not limited to:

- Designate safe or preferred routes to school
- Promote activities such as participation in International Walk to School Week and National Walk and Bike to School Week
- Secure storage facilities for bicycles and helmets (e.g., shed, cage, fenced area)
- Instruction on walking/bicycling safety provided to students
- Promote safe routes program to students, staff, and parents via newsletters, websites, local newspaper
- Use crossing guards
- Use crosswalks on streets leading to schools
- Use walking school buses
- Document the number of children walking and or biking to and from school
- Create and distribute maps of school environment (e.g., sidewalks, crosswalks, roads, pathways, bike racks, etc.)

5. Other Activities that Promote Student Wellness

The District will integrate wellness activities across the entire school setting, not just in the cafeteria, other food and beverage venues and physical activity facilities. The District will coordinate and integrate other initiatives related to physical activity, physical education, nutrition and other wellness components so all efforts are complementary, not duplicative, and work towards the same set of goals and objectives promoting student well-being, optimal development and strong educational outcomes.

Schools in the District are encouraged to coordinate content across curricular areas that promote student health, such as teaching nutrition concepts in mathematics, with consultation provided by either the school or the District's curriculum experts.

All efforts related to obtaining federal, state or association recognition for efforts, or grants/funding opportunities for healthy school environments will be coordinated with and complementary of the wellness policy, including but not limited to ensuring the involvement of the DWC.

All school-sponsored events will adhere to the wellness policy guidelines. All school-sponsored wellness events will include physical activity and healthy eating opportunities when appropriate.

Community Partnerships

The District will develop, enhance, or continue relationships with community partners (e.g., hospitals, universities/colleges, local businesses, SNAP-Ed providers and coordinators, etc.) in

support of this wellness policy's implementation. Existing and new community partnerships and sponsorships will be evaluated to ensure that they are consistent with the wellness policy and its goals.

Community Health Promotion and Family Engagement

The District will promote to parents/caregivers, families, and the general community the benefits of and approaches for healthy eating and physical activity throughout the school year. Families will be informed and invited to participate in school-sponsored activities and will receive information about health promotion efforts.

As described in the "Community Involvement, Outreach, and Communications" subsection, the District will use electronic mechanisms (e.g., email or displaying notices on the District's website), as well as non-electronic mechanisms, (e.g., newsletters, presentations to parents or sending information home to parents), to ensure that all families are actively notified of opportunities to participate in school-sponsored activities and receive information about health promotion efforts.

Staff Wellness and Health Promotion

The DWC will have a staff wellness subcommittee that focuses on staff wellness issues, identifies and disseminates wellness resources and performs other functions that support staff wellness in coordination with human resources staff.

Schools in the District will implement strategies to support staff in actively promoting and modeling healthy eating and physical activity behaviors. The District promotes staff member participation in health promotion programs and will support programs for staff members on healthy eating/weight management that are accessible and free or low-cost.

Professional Learning

When feasible, the District will offer annual professional learning opportunities and resources for staff to increase knowledge and skills about promoting healthy behaviors in the classroom and school (e.g., increasing the use of kinesthetic teaching approaches or incorporating nutrition lessons into math class). Professional learning will help District staff understand the connections between academics and health and the ways in which health and wellness are integrated into ongoing district reform or academic improvement plans/efforts.

Glossary

School Campus: areas that are owned or leased by the school and used at any time for school-related activities, including on the outside of the school building, school buses or other vehicles used to transport students, athletic fields and stadiums (e.g., on scoreboards, coolers, cups, and water bottles), or parking lots.

School Day: the time between midnight the night before to 30 minutes after the end of the instructional day.

Triennial – recurring every three years.

Legal Reference: Healthy, Hunger-Free Kids Act of 2010, 42 U.S.C. Section 1758b; 7 CFR Sections 210.11 and 210.30; National School Lunch Program, 42 U.S.C Sections 1751-1760, 1770; Regulations and Procedures for Accreditation of Schools, NDE Rule 10

Adopted: July 31, 2006
Reviewed: July 14, 2008, July 13, 2009, July 12, 2010, July 11, 2011, Jan. 9, 2012, Apr. 8, 2013, Apr. 14, 2014, Apr. 13, 2015, Apr. 11, 2016, Apr. 10, 2017
Revised: Nov. 13, 2017
Reviewed: Apr. 9, 2018, June 10, 2019, August 10, 2020, May 10, 2021, May 9, 2022 Revised: June 12, 2023
Revised: July 8, 2024

Administrative Regulation for School Wellness Policy

Additional Wellness Goals, Nutrition Guidelines and Implementation Plan

The School Wellness Policy establishes a mission of providing a curriculum, instruction, and experiences in the environment of a health-promoting school community, to instill habits of lifelong learning and health. The School Wellness Policy authorizes the Superintendent to establish such further goals and nutrition guidelines as are determined appropriate to meet the stated mission. This regulation sets forth additional goals and nutrition guidelines as appropriate to meet the District's school wellness mission and implement the School Wellness Policy.

Nutrition Education Activities to Promote Student Wellness

The base goal is to implement a curriculum that meets or exceeds the health and nutrition education objectives established by the Nebraska Department of Education. The administration establishes the following additional goals and actions to achieve such goals:

1. Curriculum: Nutrition education will be integrated into other subjects to complement, but not replace, the health and nutrition education curriculum that is provided in accordance with NDE Rule 10. Educators are to incorporate the promotion of healthy eating nutrition lifestyles in all subject areas as appropriate.
2. Display Nutrition Education Materials: The cafeteria shall display posters or other communications suitable to the ages of students served that promote healthy nutrition choices (e.g., display food pyramid). Educators are encouraged to incorporate such communications in their classrooms as well.
3. Nutrition Health Events: Educators are encouraged to search for and take advantage of events that promote nutrition education. Activities may include:
 - a. health fairs
 - b. traveling health exhibits
 - c. field trips to farm or food production facilities
 - d. school gardens
 - e. health speakers (school assemblies or class speakers on nutrition)
4. Family:
 - a. Parents are to be welcomed to join their children at school lunch as appropriate.
 - b. School communications to parents will include information about healthy nutrition; such as by including information about healthy snacks for children.
5. Staff: Our employees are encouraged to be healthy role models for students. It is important for students to receive consistent messages.

Physical Activities to Promote Student Wellness

The established goal is to implement a curriculum that meets or exceeds the health and physical education objectives established by the Nebraska Department of Education. The administration establishes the following additional goals and actions to achieve such goals:

1. Curriculum: Health and physical education will be integrated into other subjects to complement, but not replace, the health and physical education curriculum provided in accordance with NDE Rule 10. Educators are to incorporate physical activity promotion and non-sedentary lifestyles in all subject areas as appropriate.
2. Physical Activity During the School Day:
 - a. Recess:
 - i. Elementary students will have the opportunity for daily recess. Weather and other conditions permitting, recess will be outdoors. Students who are idle during recess are to be encouraged by supervising staff to engage in physical activity. Daily minimums are as follows: Pre-school: 30 minutes; Grades K-3: 50 minutes (15 for ½ day Kindergarten); Grades 4-6: 35 minutes. Minimums include lunch recess. Minimums are set for “ordinary” days and are subject to modification in the judgment of the educator when events such as field trips, testing, etc. occur during the day.
 - ii. Middle School and High School students will have the opportunity for physical activity during their lunch period. The gym or outside facilities will be open to use during lunch when possible.
 - b. Class Time: Physical activity within class periods (e.g. stretching breaks when students are at task for more than 50 minutes) will be encouraged.
3. Physical Activity To/From School:
 - a. To encourage biking or walking to school, the administration will work with law enforcement and as appropriate volunteer parent safety monitors to provide safe routes to school. Bike racks will be established commensurate with need.
 - b. In establishing bus pick up/drop off sites, the fact that students will have to walk farther from a particular site will not necessarily be considered as a negative factor.
4. As Punishment: Physical activity will not be used as punishment and will not be withheld as punishment. This guideline shall not apply to extra-curricular activities. Administrators may use appropriate professional discretion to make exceptions to this guideline. In no event, however, will physical activity be used as a form of corporal punishment.
5. Display Physical Activity Educational Materials: The cafeteria, gym and health classrooms shall display posters or other communications suitable to the ages of students served that promote physical activity and non-sedentary lifestyles (e.g.,

display sports posters, walking fitness posters). Educators are encouraged to incorporate such communications in their classrooms as well.

6. Physical Activity Health Events: Educators are encouraged to search for and take advantage of events that promote physical activity education. Activities may include:
 - a. health fairs
 - b. traveling health exhibits
 - c. field trips to physical activity centers
 - d. physical activity speakers (school assemblies or class speakers representing sports figures, medical people)
7. Family:
 - a. The school's physical activity facilities (playground, walking trail) will be made available to use by parents with their children outside the normal school day, subject to priority use being for children and subject to other competing uses and safety and risk management considerations.
 - b. School communications to parents will include information that promotes physical activity. Such communications may include information about the benefits of physical activity to children and the distribution of information about youth sports programs.
8. Staff: Our employees are encouraged to be healthy role models for students. It is important for students to receive consistent messages. Staff is encouraged to be seen engaging in non-sedentary lifestyles. For example, staff is encouraged to walk or bike to work; use stairs even if an elevator is available; and share as appropriate personal information about physical activities they engage in to remain fit.

Other School Activities to Promote Student Wellness

The established goal is to offer other suitable opportunities to students to engage in healthpromoting activities. The administration establishes the following additional goals and actions to achieve such goals:

1. Extracurricular Programs: The District will offer athletic and other activity programs subject to and in compliance with the bylaws of the Nebraska School Activities Association. Secondary school students will be offered the opportunity to participate in intramural sports activities commensurate with their interests and school resources.
2. After-School Facility Uses: The school's physical activity facilities (playground, walking trail) will be made available to use by students outside the normal school day, subject to other competing uses and safety and risk management considerations.

3. Advertising: The administration will monitor advertising that occurs in the school and endeavor to limit messages that promote foods of minimal nutritional value.
4. Staff Development:
 - a. Professional staff members will be provided with professional development and guidance on appropriate practices and procedures to implement the school wellness goals and recommendations. Professional development activities will include activities each year related to the integration of physical activities and nutrition education into the academic curriculum, use of food as rewards and denial of physical activities as a disciplinary consequence, and other wellness goals and activities.
 - b. The District will provide ongoing training and development for food service staff related to nutrition and wellness goals and activities.
5. Community Resources: The administration will coordinate the school wellness program efforts with those available from medical and other community organizations.

Student and Staff Mental Health and Wellness

The established goal for student and staff wellness is to promote the physical, emotional, and mental health and wellness of students and staff members.

Nutrition Guidelines

The established nutrition guidelines for foods available in each school building during the school day are as follows: (1) school breakfast and lunch programs will be offered which meet or exceed the requirements of federal and state law and regulatory authorities and (2) no foods in competition with the school lunch or breakfast program shall be sold or otherwise made available to students anywhere on school premises during the period of one-half hour prior to the serving period for breakfast and lunch and lasting until one-half hour after the serving of breakfast and lunch.

The administration establishes the following additional nutrition guidelines and actions to meet the guidelines:

1. Conditions for School Meals:
 - a. Scheduling meals. Lunch periods will be scheduled at times when students are in need of nutrition (e.g., in the middle of their school day). Students will be provided adequate time to eat. In general students will, upon arrival in the cafeteria, have at least 10 minutes to eat breakfast and 15 minutes to eat lunch.
 - b. Conditions for meals. Efforts shall be made to establish comfortable and relaxed eating conditions. The factors to promote these conditions will be a clean, orderly environment, pleasant food services staff, adequate seating, enforcement of student conduct rules and adequate supervision.
2. Selection of School Meals:

- a. School Meals: School meals shall at a minimum meet nutrition requirements established by state and federal law. The school food service staff is to offer meals that are of a nutritional value higher than that required. Emphasis is to be on good menu planning principles that offer healthy food choices including lean meats, a variety of fruits and non-fried vegetables daily, whole grains once each week, and low-fat or nonfat milk daily. Locate these choices where they are readily accessible to students. Limit portion sizes of desserts and fried foods.
 - b. Ala carte selections: Elementary students are to be offered balanced meals. Elementary students are not to be sold individual food or beverage selections except for limited portions of low-fat foods, no-fat milk, fruits, and non-fried vegetables. Middle School and High School students may be sold foods and beverage ala carte provided the ala carte items not include foods of minimal nutritional value and that the offerings include fruits, non-fried vegetables, and healthy beverages (waters and 100% fruit juices).
3. Student's Meals From Home: Students will be discouraged from sharing food and be prohibited from sharing foods brought from home. Parents will be encouraged via health promotional materials to make healthy choices for student lunches.
 4. Closed Campus. To encourage students to eat a nutritious lunch, students will not be permitted to leave school during the school day for the purpose of lunch. The administration may grant special exceptions to the closed campus rule as needed (e.g., for students with special dietary needs).
 5. Vending machines:
 - a. Vending machines will not be available for student use at any school for the period of ½ hour before and ½ hour after breakfast and lunch periods.
 - b. Elementary school students: Vending machines with foods of minimal nutritional value will not be available to use by elementary school students at any time during the school day.
 - c. Middle school students: Vending machines with foods of minimal nutritional value will not be available to use by middle school students for the period of 1 hour before and 1 hour after breakfast and lunch periods.
 - d. High school students: Vending machines with foods of minimal nutritional value will not be available to use by high school students for the period of 1 hour before and 1 hour after breakfast and lunch periods.
 - e. Promotion of Healthy Choices: At least one vending machine in each school building shall include healthy choices (e.g., water, 100% fruit juices, low-fat/non-fat milk, animal crackers, granola bars, whole-grain fruit bars, pretzels, nuts, plain trail mix).
 6. Foods available during the school day:

- a. Water: Students will be allowed access to water during the school day. Water fountains are available. Educators may in their discretion allow students to bring water bottles to classes.
 - b. Food rewards. Food will not be used as rewards. No foods are to be provided by the school or school staff during instructional time except: healthy foods, foods provided for instructional purposes (e.g., cultural programs, FCS and school-based enterprises, and foods given in accordance with a student's MTSS plan, 504 plan, individual health plan, and IEP).
 - c. Classroom Celebrations:
 - i. Staff is not to offer students foods of minimal nutritional value for classroom celebrations.
 - ii. Parents are to be encouraged to bring healthy foods for classroom celebrations.
7. Fundraising:
- a. School clubs are not to sell food for the period of ½ hour before and ½ hour after breakfast and lunch periods except for school-based enterprises.
 - b. Student clubs are encouraged to not sell foods of minimal nutritional value as part of fundraising efforts.
8. School activities/events:
- a. Athletes: Student athletes serve as role models. Coaches are to encourage healthy eating by student athletes.
 - b. Concessions: Concession stands will include healthy food choices.
9. Definition of Foods of Minimal Nutritional Value: For purposes of this regulation, "foods of minimal nutritional value" has the same meaning as in the federal regulations for the National School Lunch program. Foods of minimal nutritional value are as follows:

Food of minimal nutritional value means: (i) In the case of artificially sweetened foods, a food which provides less than five percent of the Reference Daily Intakes (RDI) for each of eight specified nutrients per serving; and (ii) in the case of all other foods, a food which provides less than five percent of the RDI for each of 8 specified nutrients per 100 calories and less than 5% of the RDI for each of eight specified nutrients per serving. The 8 nutrients to be assessed for this purpose are -- protein, vitamin A, vitamin C, niacin, riboflavin, thiamine, calcium, and iron.

Specific foods of minimal nutritional value are:

- (1) Soda Water.
- (2) Water Ices (except those which contain fruit or fruit juices).
- (3) Chewing Gum.

- (4) Certain Candies -- Processed foods made predominantly from sweeteners or artificial sweeteners with a variety of minor ingredients which characterize the following types:
- (i) Hard Candy -- A product made predominantly from sugar (sucrose) and corn syrup which may be flavored and colored, is characterized by a hard, brittle texture, and includes such items as sour balls, fruit balls, candy sticks, lollipops, starlight mints, after dinner mints, sugar wafers, rock candy, cinnamon candies, breath mints, jaw breakers and cough drops.
 - (ii) Jellies and Gums -- A mixture of carbohydrates which are combined to form a stable gelatinous system of jelly-like character, and are generally flavored and colored, and include gum drops, jelly beans, jellied and fruit-flavored slices.
 - (iii) Marshmallow Candies -- An aerated confection composed as sugar, corn syrup, invert sugar, 20 percent water and gelatin or egg white to which flavors and colors may be added.
 - (iv) Fondant -- A product consisting of microscopic-sized sugar crystals which are separated by thin film of sugar and/or invert sugar in solution such as candy corn, soft mints.
 - (v) Licorice -- A product made predominantly from sugar and corn syrup which is flavored with an extract made from the licorice root.
 - (vi) Spun Candy -- A product that is made from sugar that has been boiled at high temperature and spun at a high speed in a special machine.
 - (vii) Candy Coated Popcorn. -- Popcorn which is coated with a mixture made predominantly from sugar and corn syrup.
10. Definition of Healthy Foods: For purposes of this regulation, “healthy foods” means foods that are not foods of minimal nutritional value, and that are low in fats, sodium and sugars, and high per serving in the nutrients which are needed to meet Reference Daily Intakes.

Adopted: June 12, 2023

Tuition Reimbursement**PLATTSMOUTH COMMUNITY SCHOOLS TUITION REIMBURSEMENT PROGRAM
For Current Support Staff (non-certified) Employees**

The Plattsmouth Community Schools Board of Education recognizes the importance of employing quality teachers to support our students. Upon approval by the Superintendent or designee, support staff members may be reimbursed for course tuition associated with courses included in a program of study leading to a certification endorsement from the Nebraska Department of Education that makes the employees eligible to teach for PCS and the building administrator confirms said employees will be teaching in areas specific to the endorsement in the present school year or future school years. The intent of this program is to encourage selected support staff employees to earn certification endorsements from the Nebraska Department of Education that makes the employees eligible to teach for PCS.

Objectives include, but are not limited to, the following:

1. To offer financial incentives that will provide motivation for selected support staff employees to earn certification endorsements from the Nebraska Department of Education that makes the employees eligible to teach for PCS.
2. To provide an incentive to develop quality teachers from current support staff employees in the Plattsmouth Community Schools.

CRITERIA FOR ELIGIBILITY

To be eligible for the Tuition Reimbursement Program, selected support staff employees must meet the following requirements:

1. Be a full-time or part-time support staff employee.
2. Have on file a letter from the college or university indicating admission into a program (or confirmation of enrollment in courses) that will make the employees eligible to teach for PCS in areas related to their endorsement(s).
3. Complete the application form and submit it to the building principal prior to the deadline.

Deadlines:

Aug. 1 for the fall semester (Aug. to Dec.)

Jan. 1 for the spring semester (Jan. to May)

June 1 for the summer term (June and July)

If signed and approved, the principal will forward the form to the payroll administrator for initial review. If the form is submitted to the payroll administrator by the deadline and includes all necessary documentation, the payroll administrator will initial it and forward it to the Superintendent for a final review.

4. The Superintendent or designee will review the application. After review of the application, the Superintendent will return it to the payroll administrator who will notify the applicant about the status of his/her application.
5. Upon approval, the support staff employee may register for the course and submit a copy of the course number, credit hours, and tuition statement to the Superintendent or designee.

CRITERIA FOR SELECTION

Each application will be reviewed on an individual basis, based on the following priority:

1. The support staff employee has been identified by the Superintendent and building principal as someone that has been selected for a teaching position.
2. The program (or confirmation of enrollment in courses) will enable the employees eligible to teach for PCS in areas related to their certification endorsement(s).
3. Persons on leave-of-absence are not eligible for the Tuition Reimbursement Program.

CRITERIA FOR REIMBURSEMENT

This Tuition Reimbursement Program will reimburse to a maximum of one-half of the approved applicant's tuition for **twelve (12)** credit hours per year. Reimbursement will be for the tuition costs only and will not cover other

expenses. The one-half reimbursement will be based upon the per-credit-hour tuition rate at the University of Nebraska Omaha.

For reimbursement, the approved applicant must have the college/university submit and official transcript to the payroll administrator a tuition statement and enrollment form showing the course number and credit hours. The reimbursement will be provided at the completion of the course and after the applicant has provided a grade report to the payroll administrator. A grade of "C" or higher must be received to be eligible for tuition reimbursement.

OTHER PROGRAM GUIDELINES

Approved applicants who have received tuition reimbursement must remain teaching in the Plattsmouth Community Schools for **three (3) years** after the completion of the reimbursed course or repay the district for the amount of reimbursement. Any reimbursement not meeting this three-year guideline will be deducted from the final paycheck(s) of the employee.

Additionally, if support staff employees receive tuition reimbursement for coursework that will make them eligible to teach for PCS in areas related to their certification endorsement(s) and they voluntarily transfer to a non-certificated position in the district prior teaching for three (3) years at PCS after completion of reimbursed courses, the employees will repay the district for the amount of reimbursement. For employees that remain with the district but do not teach for three (3) years at PCS, the reimbursement will be deducted from paychecks in the next school year, unless the employees repay the reimbursement sooner than the next school year.

PAYMENT

Payments of Tuition Reimbursement Program will be made within thirty days of receiving the grade report showing the course number, credit hours, and grade.

ADMINISTRATION

The Superintendent and his/her designees, in accordance with this policy, shall administer the Tuition Reimbursement Program. The total annual (Sept. 1 to Aug. 31) amount of funds available for support staff employee tuition reimbursement relative to Policy 4112S shall be \$10,000 annually, unless otherwise modified by action of the Plattsmouth Community Schools Board of Education. If the District receives applications for reimbursement that exceed \$10,000 in any given year, they will be prioritized based on the earliest date of filing for the applications. In the event any provisions of this Program are found to be in violation of State or Federal Constitution, statute or regulation, the Program will be terminated.

Adopted: May 13, 2024

**PLATTSMOUTH COMMUNITY SCHOOLS
APPLICATION FORM FOR SUPPORT STAFF (NON-CERTIFIED) EMPLOYEE
TUITION REIMBURSEMENT PROGRAM**

In order for a support staff employee to receive tuition reimbursement, this form should be completed and approved prior to the deadline. A form must be completed for each semester/term that a support staff employee wishes to apply for tuition reimbursement. Please complete this form and submit it per the CRITERIA FOR ELIGIBILITY on p. 1 of Policy 4112S.

_____		_____
Name of Employee		Social Security Number
_____		_____
Current Job Title	School Building	
_____		_____
Course Name	Course Number	
_____		_____
College or University	Credit Hours	When Does the Course Start

The undersigned employee understands that the Plattsmouth Community Schools can accept or reject this application. The employee confirms that he/she has read, understands, and will comply with all provisions of Policy 4112S to receive tuition reimbursement.

TEACHER'S SIGNATURE _____ DATE _____

This support staff employee is applying for the 4112S Tuition Reimbursement Program. I have reviewed this request and verify that it complies with all provisions of Policy 4112S.

PRINCIPAL'S SIGNATURE _____ DATE _____

I verify that the course listed may be used for tuition reimbursement.

The request for tuition reimbursement is denied because: _____

Superintendent's Signature Date

Personnel - Certificated Employees

Substitute Teachers

Persons employed as substitute teachers shall meet such qualifications as are established by law and the State Department of Education and may be employed for periods of time in the absence of the regular teacher.

Rates of compensation for all substitute teachers will be set by the Board. ~~Beginning with the first day of school in the 2024-2025 school year, substitute teacher compensation rates are \$175 for each of the first 15 days, and \$190 starting with day 16 and beyond in the same school year. These do not need to be consecutive days.~~

Substitute teachers will not participate in the health plan or other fringe benefits of the District.

The Superintendent shall be responsible for recruitment, selection, assignment, orientation and evaluation of substitute teachers. The Superintendent, or Superintendent's designee, is hereby authorized on behalf of the District to execute any necessary documents to assist a substitute teacher to secure a local substitute teaching permit.

Legal Reference: Neb. Rev. Stat. §79-808

Date of Adoption: July 11, 2005
Reviewed: May 12, 2008, May 11, 2009, May 10, 2010, May 9, 2011, Dec. 12, 2011, Mar. 11, 2013, Feb. 10, 2014
Revised: Feb. 9, 2015
Reviewed: Feb. 8, 2016, Feb. 13, 2017, Feb. 12, 2018, Feb. 11, 2019
Revised: Mar. 9, 2020
Reviewed: Mar. 8, 2021, Mar. 14, 2022
Revised: Aug. 8, 2022
Reviewed: Mar. 13, 2023, Mar. 18, 2024
~~Revised: May 13, 2024.~~

- Deleted: Currently
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**SUPPORT STAFF
HANDBOOK 2024-2025**

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Welcome to Plattsmouth Community Schools 2024-2025

As support staff, you touch the hearts and minds of students every school day. Your interactions with staff and students will establish the climate for learning with the students with and without special needs.

Many times you will be the adult in the school building who connects with the student. You will be the one to motivate, to encourage, and to establish those high expectations.

You are needed-----every day-----by the students, the teachers, and the administration.

Never underestimate your importance to the effective operation of the school!



PLATTSMOUTH COMMUNITY SCHOOL DISTRICT

The mission of the Plattsmouth Community School
District is to work in partnership to ensure

Academic Success
Respectful Behavior
Career Readiness

All Means All: Inclusion is Essential

*Working together to achieve Academic success, respectful
Behavior, and Career readiness in a Safe environment.*



Plattsmouth Community Schools 2024-2025 Calendar

AUGUST 2024						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

SEPTEMBER 2024						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

OCTOBER 2024						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

NOVEMBER 2024						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

DECEMBER 2024						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

August

- 5-7 PD New Teachers
- 8-13 PD All Staff/No Students
- 14 First Day of School 1st-9th; PM Kind.
- 15 First Day of School for AM Kind., 10th-12th
- 14-19 Early Childhood Home Visits
- 20 First Day for Early Childhood

September

- 2 No School - Staff & Students
- 6 No School - Teacher PD

October

- 2 P/T Conferences: HS 5 -8 PM
- 8 P/T Conferences: ES/MS 4:30 PM-7:30 PM
- 9 End of 1st Qtr.=39 student days
- 9 P/T Conferences: ES/MS 4:30 PM-7:30 PM, HS 5-8 PM
- 10 No Students - Teacher Planning
- 11 No School for Staff & Students- Teacher Comp. Day
- 14 No Students - PD for All Teachers

November

- 6 & 7 P-T Conferences: EC 4:30 PM-7:30 PM
- 8 P-T Conferences: EC: 8 AM-4 PM, No classes

- 27-29 No School for Staff & Students

December

- 2 No Students - Teacher Planning
- 19 End of 2nd qtr.=45 student days, End of 1st semester
Student days=84, Teacher days=91(Oct. 11 is a comp. day)
- 20 No Students - Teacher Planning
- 23-31 No School- Staff & Students

January

- 1-3 No School- Staff & Students
- 6 No Students-PD for All Teachers
- 7 First Day of Second Semester
- 20 No School for Staff & Students

February

- 14 No Students - Teacher Planning
- 17 No Students-PD for All Teachers
- 19 EC Home Visits 4:30 PM-7:30 PM
- 20 EC Home Visits 8 AM - 7:30 PM
- 21 EC Home Visits 8 AM - 4 PM, No classes at EC

March

- 5 & 6 P/T Conferences: ES/MS 4:30 PM-7:30 PM, HS 5-8 PM
- 6 End of 3rd Qtr.=44 student days
- 7 No Students - Teacher Planning
- 10-14 No School-Spring Break (3/14 is a Teacher Comp. Day)
- 17 No Students - PD for All Teachers

April

- 18 No Students - Teacher Planning
- 21 No School - Staff & Students

May

- 7 & 8 PT Conferences: EC 4:30 PM-7:30 PM
- 9 P-T Conferences: EC 8 AM-4 PM, No classes at EC
- 12 EC Comp. Day, No classes at EC
- 18 High School Graduation
- 22 Half Day for Students - End of 4th Qtr.=46.5 student days, End of 2nd Semester=90.5 student days
- 23 No Students - Teacher Planning, Teacher days=95 (Mar. 14 is a comp. day)
- 23, 27-30 Inclement Weather Make-Up Days

JANUARY 2025						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

FEBRUARY 2025						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	

MARCH 2025						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

APRIL 2025						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

MAY 2025						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

	Professional Development (PD)-New Teachers	<i>The regular dismissal times are 3:20 PM for ES and 3:30 PM for MS and HS.</i> <i>If necessary, the Board will revisit the calendar.</i>
	Professional Development (PD)-All Teachers-No Students	
	Half Day - Students	
	Parent/Teacher Conferences	
	No School for Staff & Students	
	Early Release for School-Age Buildings (ES 2:20 PM, MS and HS 2:30 PM)	
	Teacher Planning Day - No students	

Plattsmouth Community Schools
 Classified Employees Semi-Monthly Pay Calendar
 2024-2025 School Year

Month	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Pay Day	Number of Weeks In Pay Period
June/July	24	25	26	27	28	29	30	Friday August 2, 2024	2
July	1	2	3	4	5	6	7		
July	8	9	10	11	12	13	14	Friday August 16, 2024	2
July	15	16	17	18	19	20	21		
July	22	23	24	25	26	27	28	Tuesday September 3, 2024	3
Jul/August	29	30	31	1	2	3	4		
August	5	6	7	8	9	10	11		
August	12	13	14	15	16	17	18	Wednesday September 18, 2024	2
August	19	20	21	22	23	24	25		
Aug/Sept	26	27	28	29	30	31	1	Thursday October 3, 2024	2
September	2	3	4	5	6	7	8		
September	9	10	11	12	13	14	15	Friday October 18, 2024	2
September	16	17	18	19	20	21	22		
September	23	24	25	26	27	28	29	Friday November 1, 2024	3
Sept/Oct	30	1	2	3	4	5	6		
October	7	8	9	10	11	12	13		
October	14	15	16	17	18	19	20	Monday November 18, 2024	2
October	21	22	23	24	25	26	27		
Oct/Nov	28	29	30	31	1	2	3	Tuesday December 3, 2024	2
November	4	5	6	7	8	9	10		
November	11	12	13	14	15	16	17	Wednesday December 18, 2024	2
November	18	19	20	21	22	23	24		
Nov/Dec	25	26	27	28	29	30	1	Friday January 3, 2025	2
December	2	3	4	5	6	7	8		
December	9	10	11	12	13	14	15	Friday January 17, 2025	3
December	16	17	18	19	20	21	22		
December	23	24	25	26	27	28	29		
Dec/Jan	30	31	1	2	3	4	5	Monday February 3, 2025	2
January	6	7	8	9	10	11	12		
January	13	14	15	16	17	18	19	Tuesday February 18, 2025	2
January	20	21	22	23	24	25	26		

Plattsmouth Community Schools
 Classified Employees Semi-Monthly Pay Calendar
 2024-2025 School Year

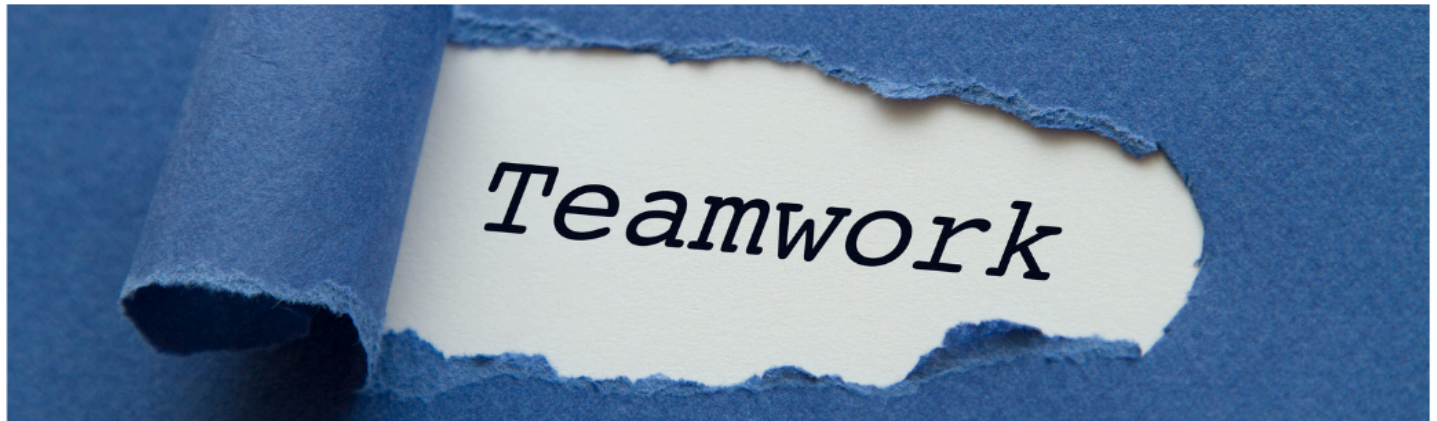
Month	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Pay Day	Number of Weeks In Pay Period
Jan/Feb	27	28	29	30	31	1	2	Monday March 3, 2025	2
February	3	4	5	6	7	8	9		
February	10	11	12	13	14	15	16	Tuesday March 18, 2025	2
February	17	18	19	20	21	22	23		
Feb/Mar	24	25	26	27	28	1	2	Thursday April 3, 2025	2
March	3	4	5	6	7	8	9		
March	10	11	12	13	14	15	16	Friday April 18, 2025	2
March	17	18	19	20	21	22	23		
March	24	25	26	27	28	29	30	Friday May 2, 2025	2
Mar/Apr	31	1	2	3	4	5	6		
April	7	8	9	10	11	12	13	Friday May 16, 2025	2
April	14	15	16	17	18	19	20		
April	21	22	23	24	25	26	27	Tuesday June 3, 2025	2
April/May	28	29	30	1	2	3	4		
May	5	6	7	8	9	10	11	Wednesday June 18, 2025	2
May	12	13	14	15	16	17	18		
May	19	20	21	22	23	24	25	Thursday July 3, 2025	2
May/June	26	27	28	29	30	31	1		
June	2	3	4	5	6	7	8	Friday July 18, 2025	3
June	9	10	11	12	13	14	15		
June	16	17	18	19	20	21	22		

Plattsmouth Community Schools
 Classified Employees Monthly Pay Calendar
 2024-2025 School Year

Month	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
July	15	16	17	18	19	20	21
July	21	22	23	24	25	26	27
July/Aug	28	29	30	31	1	2	3
August	4	5	6	7	8	9	10
August	11	12	13	14	15	16	17
August	18	19	20	21	22	23	24
August	25	26	27	28	29	30	31
September	1	2	3	4	5	6	7
September	8	9	10	11	12	13	14
September	15	16	17	18	19	20	21
September	22	23	24	25	26	27	28
Sept/Oct	29	30	1	2	3	4	5
October	6	7	8	9	10	11	12
October	13	14	15	16	17	18	19
October	20	21	22	23	24	25	26
Oct/Nov	27	28	29	30	31	1	2
November	3	4	5	6	7	8	9
November	10	11	12	13	14	15	16
November	17	18	19	20	21	22	23
November	24	25	26	27	28	29	30
December	1	2	3	4	5	6	7
December	8	9	10	11	12	13	14
December	15	16	17	18	19	20	21
December	22	23	24	25	26	27	28
Dec/Jan	29	30	31	1	2	3	4
January	5	6	7	8	9	10	11
January	12	13	14	15	16	17	18
January	19	20	21	22	23	24	25
Jan/Feb	26	27	28	29	30	31	1
February	2	3	4	5	6	7	8

Plattsmouth Community Schools
 Classified Employees Monthly Pay Calendar
 2024-2025 School Year

Month	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
February	9	10	11	12	13	14	15
February	16	17	18	19	20	21	22
Feb/Mar	23	24	25	26	27	28	1
March	2	3	4	5	6	7	8
March	9	10	11	12	13	14	15
March	16	17	18	19	20	21	22
March	23	24	25	26	27	28	29
Mar/Apr	30	31	1	2	3	4	5
April	6	7	8	9	10	11	12
April	13	14	15	16	17	18	19
April	20	21	22	23	24	25	26
April/May	27	28	29	30	1	2	3
May	4	5	6	7	8	9	10
May	11	12	13	14	15	16	17
May	18	19	20	21	22	23	24
May/June	25	26	27	28	29	30	31
June	1	2	3	4	5	6	7
June	8	9	10	11	12	13	14
June	15	16	17	18	19	20	21
June	22	23	24	25	26	27	28
June/July	29	30	1	2	3	4	5



Our staff is encouraged to be consistent in their attendance. Relationships formed by daily interactions with students are an important part of their positions. When staff is absent, the disruption in a student's routine may affect both academics & behaviors. Sometimes being absent cannot be avoided, but if at all possible, we need everyone here to do the critical job of educating our youth.

Plattsmouth Community School District

SUPPORT STAFF EVALUATION FORM 2024-2025

EMPLOYEE NAME:

DATE OF EVALUATION:

BUILDING:

JOB TITLE:

WORK PERFORMANCE <small>(any areas identified as "Does Not" meet District Expectations will require development of a performance plan)</small>	DISTRICT EXPECTATIONS		SUPERVISOR COMMENTS Must make a comment for each area
	Does	Does Not	
Attendance/Punctuality: Arrives on time, rarely absent, follows proper reporting procedures when absence is unavoidable			
Personal Appearance: Cleanliness, grooming, appropriate apparel			
Attitude: Enthusiasm for work, willingness to meet job requirements, readily accepts suggestions, is loyal to job and employer			
Confidentiality: Handles confidential information properly			
Public Relations: Deals tactfully and courteously with members of the community, administrators, teachers, parents, and students			
Initiative: Sees things to do and does them, seeks ways of improving job performance			
Relationships with People: Ability to get along with others, good relations with coworkers, good team worker			
Environmental Health/Safety: Complies with district policies relative to safety and environmental programs, participates in training, identifies and reports unsafe conditions promptly, and uses equipment provided			
Overall Job Performance: Meeting the overall expectations of the assignment			

The employee's signature on this report does not represent either acceptance or approval of the appraiser's evaluation. The employee may attach to this form any statements of clarification or rebuttal.

Supervisor/Director/Principal Signatures

Employee Signature

Date

Goal for 2025-2026 School Year:

**PLATTSMOUTH COMMUNITY SCHOOLS
Performance Plan**

Name:

Date:

Building:

Title:

List the specific job skills to be improved:

1. Work Performance Area:

Improvement Goal:

2. Work Performance Area:

Improvement Goal:

Strategies for Improvement:

Evaluation Timeline (when and how):

The employee's signature on this report does not represent either acceptance or approval of the performance plan. The employee may attach to this form any statements of clarification or rebuttal.

Employee's Comments (optional):

Employee Signature

Date

Teacher Supervisor Signature

Date

Building Principal Signature

Date

PLATTSMOUTH COMMUNITY SCHOOLS
Performance Plan

Name:

Date:

Building:

Title:

List the specific job skill(s) to be improved:

1. Work Performance Area: Attendance/Punctuality

(refer to the work performance area from the evaluation form that is deficient)

Improvement Goal: XXXX will demonstrate reliable and dependable attendance.

(describe the deficiency – what caused you to mark the area as not meeting district expectations – also list any formal or informal meetings that took place to address the issue)

From the time school began in XXXX until XXXX, there have been a total of 53 work days. XXXX has missed 12 of those 53 work days (22.6%). The concern with absences has been discussed with XXXX many times by both the classroom teacher and the principal. A meeting was held on XXXX with XXXX, the classroom teacher and the principal to go over the concerns again and to discuss this plan.

2. Work Performance Area: Attendance/Punctuality

Improvement Goal: XXXX will clock in and out appropriately, including taking a 30 minute lunch daily unless instructed otherwise or getting prior permission by her supervisor.

Concerns were expressed about XXXX not clocking out for a full 30 minute lunch break even though she was not working with children during a 30 minute period daily. These concerns were discussed during a meeting held on XXXX with XXXX, classroom teacher, and principal.

Strategies for Improvement:

(what exactly do you want the person to do – must be specific and measurable)

XXXX will show a pattern of acceptable attendance and will demonstrate appropriate time card management.

Evaluation Timeline (when and how):

A support staff evaluation will be completed by XXXX. This evaluation will reflect XXXX's performance on the specific job skills noted in this improvement plan. If XXXX does not show continued progress towards consistent attendance during the course of this plan, other disciplinary action may be taken, up to, and including termination. If XXXX needs assistance with any parts of this plan, she is encouraged to seek help from the classroom teacher or principal.

The employee's signature on this report does not represent either acceptance or approval of the performance plan. The employee may attach to this form any statements of clarification or rebuttal.

Employee's Comments (optional):

Date	Employee's Signature	Teacher Supervisor Signature	Bldg. Prin. Initials
------	----------------------	------------------------------	----------------------

Distribute copies to: Employee, Supervisor, Building Principal, Asst SpEd Director

**PLATTSMOUTH COMMUNITY SCHOOL DISTRICT
SUPPORT STAFF CONTRACT PROVISIONS, REGULATIONS, AND GUIDELINES July 1,
2024, to June 30, 2025**

The Board of Education of the Plattsmouth Community School District feels that providing a quality education for students of the District is their goal. The Board recognizes that attainment of this goal is a joint responsibility of the Board, the administrators, the instructional staff, and the support staff. The provisions of this document shall be considered an addendum to each support staff employee's individual contract and part of the agreement between the Plattsmouth Community School District and the support staff employee.

I. SUPPORT STAFF EMPLOYEES DEFINED

Support staff employees are employees who are not administrators or employees in positions that require a Nebraska Department of Education teaching license but are employed to fulfill their duties on an hourly basis. Support staff employees shall include, but not be limited to, hourly para educators, custodial employees, clerical/secretarial employees, van drivers, and temporary employees. Salaried employees are not covered by these provisions.

II. LENGTH OF CONTRACT

The District may enter into written agreements with support staff employees. The agreement will state the terms of employment.

Support staff employees' annual days and hours of employment shall be based on the amount of time the school district needs the services of the employee. Support staff employees shall not work hours and days beyond those contracted unless the Superintendent approves the additional days and hours.

Lunch period schedules for all employees shall be established in each operating unit. Lunch periods shall be a minimum of one-half hour per day for employees working in excess of **SIX** consecutive hours per day. Employees must clock out for their lunch break and clock back in when they return to work. Employees tend to be more productive when they are provided a duty-free break. Therefore, any lunch period less than thirty minutes must be approved by the employee's supervisor, in writing, by filling out a timecard adjustment form. Para educators assigned to the early childhood center working in excess of six consecutive hours per day who have the opportunity to eat lunch with the students in their assigned classroom will not be required to clock out for a 30 minute lunch break. These paraeducators will receive a 15-minute on the clock break scheduled by the classroom teacher. The paraeducator must follow the guidelines outlined below regarding breaks.

At the discretion of the employee's immediate supervisor, additional breaks may be given, but are not required. If an employee intends to remain on the clock for a break, he/she may not leave the campus where their work is performed. **When an employee leaves campus for a break, he/she must sign out at the office, clock out when they leave, and clock in when they return.**

III. COMPENSATION

The Board shall determine the compensation to be paid for the support staff employees' positions, keeping in mind the responsibilities and experience of the employee, the educational philosophy of the school district, the financial condition of the school district, and any other considerations as deemed relevant by the Board.

A. Salary Schedule

A salary schedule will be developed annually for all support staff employee positions. The basic compensation of each employee shall be set forth in the salary schedule. Initial placement on the salary schedule is at the discretion of the District.

B. Pay Day

Support staff employees will be paid semi monthly. Direct deposits are made on or about the third (3rd) and eighteenth (18th) day of each month. If the payday falls on a Saturday or Sunday direct deposits will be made on Friday.

C. Electronic Deposit

Employee checks will be direct-deposited into the employee's bank account. Direct deposit forms are available in the district office.

D. Nebraska School Retirement Fund

State law requires all new employees scheduled to work an average of twenty (20) or more hours per week for three (3) calendar months of the plan year to join the Nebraska Public Employees' Retirement System. A regular employee means an employee hired by the public school or under contract in a regular fulltime or parttime position who works a fulltime or parttime schedule on an ongoing basis for twenty (20) or more hours per week. An employee hired as described in this section to provide service for less than twenty (20) hours per week, but who provides service for an average of twenty hours or more per week in each calendar month of any three calendar months of a plan year shall, beginning with the next full payroll period, commence contributions and shall be deemed a regular employee for all future employment with the same employer. The retirement contribution rate is established by law. The district matches the amount of employee deduction plus an additional .1 percent.

E. Overtime Compensation

Support staff employees will be compensated on an hourly basis, whether full time or part time. If an employee is required to work over their daily hours for a specific project, the employee is required to reduce the remainder of their work week to account for the overage, with in that specific work week (based on Monday-Sunday work week schedule) If that is not possible, and verified by the supervisor, the employee will be paid at the overtime rate. Overtime is not permitted without prior authorization of the superintendent. The work week for purposes of calculating hours is 12:01 a.m. Monday through midnight Sunday.

F. Time Cards

Each workday, support staff employees must clock in, unless prior approval is obtained from the superintendent. This can be accomplished by using badge readers, or a computer designated for clocking in and out in each building, along with the employee's key card. It is the responsibility of the employee to clock in when they begin work each day, clock out when they are not working, and to clock out and back in for a minimum half hour lunch each day, when they are scheduled to work a shift of six consecutive hours or more per day.

At the discretion of the employee's immediate supervisor, additional breaks may be given, but are not required. If an employee intends to remain on the clock for a break, he/she may not leave the campus where their work is performed. When an employee leaves campus for a break, he/she must sign out at the office, clock out when they leave, and clock in when they return. **Failure of the employee to maintain an accurate daily time record will result in disciplinary action. Falsification of a time record will be grounds for immediate termination.**

G. Missed Punches

If an employee forgets to punch in or out, they must fill out a timecard adjustment form as described below so that their timecard can be corrected. This must be done within **two** business days of the missed punch. **Under no circumstances should an employee quit clocking in and out because they missed a punch. The employee should continue to punch in or out as if they had not missed a punch.** Once the payroll clerk has received the timecard adjustment form and entered the missed punch, the timecard will be corrected.

H. Other Time card Adjustments

All support staff employees are given a schedule to work at the time of hire. The employee's supervisor must approve any deviation from the schedule (additional hours, no lunch, or a missed punch on the timecard), and a timecard adjustment form must be completed.

I. Timecard Adjustment Form Procedures

Timecard adjustment forms are available in the building offices or from the human resources page at pcsd.org. A timecard adjustment form must be filled out by the employee and signed by both the employee and his/her building administrator and received by the payroll clerk at the Administration Office **within two working days** of the date of connection. It is the employee's responsibility to view his/her timecard at the timekeeping website on a regular basis and let the payroll clerk know in writing with a timecard adjustment form if hours are incorrect. Employees who do not deliver their timecard adjustment forms to the payroll clerk within **two** working days of the connection are considered in neglect of duty and are subject to a reprimand and/or immediate dismissal.

IV. PROBATIONARY PERIOD

The first ninety (90) working days of a newly hired support staff employee shall be considered a probationary period. New employees, regardless of experience, shall be subject to this probationary period. During the probationary period, **the newly hired employee is not eligible to be paid for leave of absence or other benefits, including sick and personal leave and holiday pay.** Probationary employees are subject to immediate termination without prior notification any time during the first ninety (90) working days.

Background checks will be conducted on all newly hired employees to ensure that all public school students are provided an environment that is safe and all staff with whom students may come into contact are of highest integrity.

V. LEAVES OF ABSENCE

For personal and other leaves, a request for leave form is to be submitted to the employee's immediate supervisor at least five school days prior to the leave or such other advance notice as is practicable under the circumstances.

Personal leave will be charged in two-hour increments. Sick leave may be used in quarter hour increments. At no time, can sick or personal leave plus time clocked in and out be more than the employee's scheduled hours per day, per their contract.

Staff must utilize paid leave options prior to requesting any unpaid leave.

A. Personal Leave

Personal leave for support staff employees must be scheduled and approved by the employee’s supervisor in advance. Under no circumstances will personal leave be awarded to an employee unless proper procedures have been followed.

Maximum personal leave available for 12-month employees shall be no greater than **40 days** in any agreement year.

Maximum personal leave available for less than 12-month employees shall be no greater than **10 days** in any agreement year.

One personal leave day shall mean the number of hours the employee is scheduled to work as noted in their employee contract.

All **permanent** hourly employees scheduled to work **five days a week and a minimum scheduled work day of three hours** per day or more shall have available personal leave based on length of service with the district (excluding substitute employees, seasonal employees, special projects, and volunteer time). The total days of leave described above are made available to employees as follows effective July 1, 2024:

Minimum 15 hours per week, 215 days per year	Years of Service*	Number of Personal Days
12 Month Employees	Years 0-4	5 Days
12 Month Employees	Years 5-9	10 Days
12 Month Employees	Years 10-14	15 Days
12 Month Employees	Years 15-19	20 Days
12 Month Employees	Years 20-24	25 Days
12 Month Employees	Years 25+	30 Days

Minimum 25 hours per week, 176 days per year	Years of Service*	Number of Personal Days
Less than 12 month Employees	Years 0-4	1 Day
Less than 12 month Employees	Years 5-9	2 Days
Less than 12 month Employees	Years 10-14	3 Days
Less than 12 month Employees	Years 15-19	4 Days
Less than 12 month Employees	Years 20-24	5 Days
Less than 12 month Employees	Years 25-29	6 Days
Less than 12 month Employees	Years 30+	7 Days

**Continuous years of service to the District, without a break in employment.*

Length of service for Personal Time Off is based upon the anniversary date of each employee's start date at the Plattsburgh Community Schools as evidenced by the payroll system. For example, on the sixth anniversary date of employment of November 1, the extra personal days will accumulate on that day. Likewise, the maximum number of sick or personal leave days (i.e. 40 days of PTO for 12-month employees) **will cap on the anniversary date of employment.**

Classified staff will be limited to the use of five (5) personal/vacation days in any given month.

B. Sick Leave

Twelve-month employees will earn one sick leave day for each month that they work from July to June. Less than twelve-month employees will earn one sick leave day for each month that they work from August to May.

Sick leave shall be cumulative up to a maximum of **fifty (50) days**. Employees must call their supervisor as soon as possible before their scheduled work time, but not less than one hour prior to their scheduled work time, so that proper arrangements can be made. Failure to call the supervisor in a timely manner will be considered neglect of duty and may be grounds for immediate dismissal.

Sick leave is to be used for illness or a physical condition that prevents the employee from performing their duties. Sick leave may be used for self or for a member of the employee's immediate family. Immediate family shall mean wife, husband, father, mother, brother, sister, son, daughter, or other minor child in custody.

Sick leave may also be used for the serious illness or injury of extended family members that require the care of a physician or hospitalization that requires the employee to be present. Extended family shall mean grandparent, grandchild, aunt or uncle.

One day shall mean the number of hours the employee is typically scheduled to work, or the average hours actually worked, whichever is less. All sick leave days used by an employee will be counted toward the total days of leave provided to employees in compliance with the Family Medical Leave Act.

Extended Leave -Sick leave of more than three (3) consecutive days shall be substantiated by a licensed physician's verification, and a Family Medical Leave Act (FMLA) Application must be completed by the employee and submitted to the payroll clerk within two business days of the date of the sick leave days taken. A support staff employee who is

unable to work because of personal illness or disability and who has exhausted all leave available shall be granted a leave of absence without pay for the current semester not to extend beyond one subsequent semester. This leave is only granted when requested by the employee and proper communication about the leave is shared with the building supervisor.

C. Jury Duty

Any support staff employee called for jury duty during working hours shall be provided such time. Any fees or remuneration the support staff employee receives during such leave (exclusive of mileage) shall be paid to the Plattsmouth Community School District, not to exceed the employee's per diem salary for each day of jury duty.

D. Bereavement - Bereavement leave is available only for employees who work five days a week and a minimum scheduled workday of three (3) hours per day.

1. Leave of not more than three (3) days will be granted in each case of death in the family of a support staff employee. One day shall mean the number of hours the employee is typically scheduled to work or the average number of hours actually worked, whichever is less. Members of the family are defined to be: wife, husband, son, daughter, father, mother, father-in-law, mother-in-law, aunt, uncle, aunt-in-law, uncle-in-law, brother, sister, brother-in-law, sister-in-law, son-in-law, daughter-in-law, grandparents, grandparents-in-law, niece, nephew, grandchild, or anyone for whom the employee has financial responsibility.
2. Bereavement leave is available if the employee calls his/her supervisor prior to their absence and submits a leave form in a timely manner. An obituary notice and/or something similar will be required and must be sent up to the payroll clerk before bereavement leave can be approved as paid leave.

E. Professional Leave

Professional leave may be granted to support staff employees for the purpose of attending meetings and conferences directly related to their assignments. Professional leave is permitted at full pay if the conference or meeting attendance is approved by the support staff employee's supervisor and planned in the budget. If a support staff employee wishes to be absent from duty for a brief period to attend a professional meeting, a written request for approval of such absence shall be filed by the support staff employee at least five (5) days prior to the first day of the anticipated absence. Support staff employees are encouraged to attend professional meetings on days that students are not in school. Support staff employees granted permission to attend professional meetings will be reimbursed for actual expenses upon submission of a detailed log and original detailed receipts.

F. Leave Regulations

The leaves set forth in this section are subject to the District's Family Medical Leave Act Policy. Non-probationary employees will be permitted to use approved sick leave hours or personal days to adjust their total hours for the week to their normal total scheduled hours. At no time will sick leave or personal leave hours be used to inflate the employee's hours so that they exceed the normal scheduled workweek.

Nature of Paid Leaves. Paid leave is available to non-probationary employees when the following specific conditions are met: (1) the employee is currently employed by the District; (2) the leave day is taken on a day the employee would otherwise be expected to be at work; and (3) the employee has met the conditions for such leave to be taken that are applicable to the type of paid leave that has been requested.

Except as expressly provided above, earned and unused personal leave will be paid in the support staff employee's final check upon resignation, retirement or termination. No other leave will be paid upon resignation, retirement, or termination unless the employee meets the requirements of the sick leave incentive policy.

Emergency closings due to inclement weather or other conditions shall not be included as paid days unless the principal/supervisor requires the employee (i.e. a maintenance employee that is responsible for snow removal on an emergency closing day) to work on that day, regardless of whether or not the employee had prior approval for leave on the identified day.

To be paid for absence from work, employees must complete the on-line leave form found at www.pcsd.org - forms. Leave forms are due to the supervisor prior to planned absences or immediately upon returning from unplanned absences. **Under no circumstances will leave forms turned in after the payroll has been processed be approved for payment.** The employee

and the supervisor must electronically sign the leave form. **Absence forms that are not submitted within two working days following an unplanned absence from work will be considered an inaccurate time card and will be subject to disciplinary action and/or immediate dismissal. It is the employee's responsibility to view his timecard at the timekeeping website and let the payroll clerk know if leave time has not been added correctly before the timecard is processed for payment. Leave issues not addressed prior to payment or leave forms turned in after a timecard has been processed for payment will not be paid.**

VI. RESIGNATION

Support staff employees who wish to resign during the school year shall give written notice of the intent to resign and shall state their intended final date of employment. Written notice of intent to resign shall be given to the Superintendent and payroll clerk. An exit interview survey will be mailed to a resigning employee after their last pay check, along with Nebraska Retirement System paperwork. All keys and school property will be turned in to the payroll clerk's office or the supervisor's office on the employee's last day of service. The replacement cost of any item of school property that is not turned in will be deducted from the employee's final paycheck.

V. HEALTH

A. New Support Staff Employees

New support staff employees may be required to take a physical examination and drug screening to provide evidence of physical fitness to perform assigned duties. Such evidence shall be a statement from a licensed physician and/or licensed laboratory, submitted on or before the first working day of the contract year.

B. Other Examinations

Subsequent physical examinations and drug screening may be required at the discretion of the superintendent. In such case, the superintendent will specify the type of examination, the physician, and the District will pay for the examination in full.

C. Absence from Work

Regular, dependable attendance is an essential function of the Employee's position. When a support staff employee is unable to report to work because of health reasons or personal conflicts, the employee must notify his/her immediate supervisor or designee as soon as possible but no less than one hour prior to his/her scheduled work time so that adequate arrangements can be made. Excessive absences are disruptive to the work environment.

Failure to call the supervisor in a timely manner will be considered neglect of duty and may be grounds for immediate termination. Sick leave of more than three consecutive days shall be substantiated by a licensed physician's written verification and a Family Medical Leave Act (FMLA) application. A leave form must be completed by the employee and submitted to the payroll clerk **within two business days of the sick leave days requested. Leave issues not addressed prior to processing of the related payroll, or leave forms turned in after a timecard has been processed for payment, will not be paid.**

VIII. HOLIDAYS

Specified holidays for twelve-month support staff employees are as follows: **Labor Day, Thanksgiving and the day after, Christmas Eve, Christmas Day, New Year's Eve, New Year's Day, Good Friday, Memorial Day, and Independence Day.** A recognized holiday that falls on Saturday will be observed the preceding Friday. A recognized holiday that falls on a Sunday will be observed on the following Monday.

Specified holidays for less than 12-month support staff employees are as follows: **Your Birthday (1 day during the month of your birthday. For summer birthdays 1 day in either May or August), Labor Day, Thanksgiving and the day after, Christmas Day, New Year's Day, and the Friday of spring break.** A recognized holiday that falls on Saturday will be observed the preceding Friday. A recognized holiday that falls on a Sunday will be observed on the following Monday.

Support staff employees, including hourly para-educators, FSAs, custodial staff, and hourly administrative assistants, must work the regularly scheduled school-in-session day prior to the holiday and after the holiday to receive holiday pay unless approved by his/her supervising administrator. If an employee works less than the regularly**

scheduled school-in-session day before or after the holiday, their holiday pay will be prorated based on the hours worked on those two days. Sick leave for a medical procedure that requires multiple consecutive days of absence and is accompanied by a doctor's note stating the same (FMLA paperwork must be submitted), and bereavement leave that qualifies under Section V (D), may be used the day prior or the day after a holiday - leave form required.

Holiday pay hours are based on the number of hours the employee is scheduled to work, per their individual employment contracts.

IX. INSURANCE-

Health, Major Medical, and Disability

Support staff employees who work at least 30 hours per week and a minimum of 215 work days per year may be eligible for group health and medical insurance programs as determined by the Board, the insurance carrier, and required by law. These employees will receive either a stipend towards their health insurance premium, which meets the affordability factor of the Affordable Care Act, or \$200.00 per month in-lieu-of insurance compensation added to their monthly paycheck. Support staff employees new to the district shall have the option to elect the health plan or in- lieu-of insurance compensation within their first 30 days of employment.

A. Group Term Life Insurance

Support staff employees who work at least 35 hours per week and a minimum of 215 work days per year will be provided group term life insurance in the amount of \$10,000. The employee may choose an additional \$10,000 or \$20,000 of coverage at a cost of \$2.55 per month for each additional \$10,000 of coverage. Premiums will be paid through payroll deduction.

B. Selection of Carriers

The Board shall select all insurance program carriers. The Board and the insurance carrier shall jointly establish the open enrollment period. If a change of carrier is being considered, support staff employees will be asked for recommendations and information, but such change remains the prerogative of the Board.

C. School Liability

All support staff employees shall be covered by a school-financed liability insurance covering job-related performance of duties.

X. EVALUATIONS

Evaluation of support staff employees on their skills, abilities, and competence shall be an ongoing process. The goal of the formal evaluation of support staff employees shall be to maintain employees who meet or exceed the District's standards of performance, to clarify each employee's role, to ascertain the areas in need of improvement, to clarify the immediate priorities of the District, and to develop a working relationship between the supervisor and the employee.

At a minimum, newly hired employees shall be evaluated by their supervisor near the end of their 90-day probationary period and near the end of their work year. If the 90-day probationary period ends in March, April, or May, the probationary period evaluation will be combined with the end of the work year evaluation. Non-probationary employees shall be evaluated at least once per work year. If a staff member does not meet or exceed the District's standards of performance in all areas, a performance plan must be developed by the employee's direct supervisor (e.g. teacher supervisor). Failure to meet the performance plan may subject the employee to termination. Employees not meeting the expectations described above will be frozen from any vertical movement on the salary schedule and no pay increase will be granted until the performance plan has been successfully met. Successful completion of the performance plan will be evidenced by a performance evaluation in which the staff member meets or exceeds the District standards of performance in all areas.

XI. TRANSFER

Determining the location where a support staff employee's assignment will be performed is the responsibility of the Superintendent and within the sole discretion of the District. In making position assignments, the Superintendent shall consider the qualifications of the employee and the needs of the District.

The employee, the employee's supervisor, or the Superintendent may initiate a transfer. The District will make every effort to provide notice to appropriate staff of vacancies occurring in the District by posting vacancy notices on the school district website. The posting vacancy notice will contain information regarding the job classification, location of work, starting date, hours to be worked, rate of pay, and minimum requirements. The website address is www.pcsd.org.

Any support staff employee may apply for a voluntary transfer to another assignment. The application shall be in writing to the Special Education Administrator. The District will consider all applicants for a vacancy, both internal and external.

It is possible an employee may be asked to move from his/her present position to another position. An involuntary transfer shall be made only after a meeting between the employee and his/her supervisor. If involuntarily transferred to a lesser-compensated position, the employee will continue to earn his/her current wage. The involuntarily transferred employee's wage will be frozen until the wage of the lesser-compensated position catches up to the wage of the employee.

XII. QUALIFICATIONS, RECRUITMENT, SELECTION

Persons interested in a support staff employee position shall have an opportunity to apply and qualify for a support staff employee position in the school district without regard to age, race, creed, color, sex, national origin, religion, or disability. Job applicants for classified employee positions shall be considered on the basis of the following:

- Training, experience, and skill;

- Nature of the occupation;

- Demonstrated competence; and

- Possession of, or the ability to obtain, the state or other license or certificate that would be required for the position.

Announcement of the position shall be through means the Superintendent believes will inform potential applicants about the position. Applications for employment may be obtained on the District website.

XIII. EMPLOYEE DISMISSAL

The District believes support staff employees should perform their jobs, respect Board policy, and obey the law. Support staff employees are at-will employees. Support employees may be terminated at any time with or without just cause. It shall be the responsibility of the Superintendent or Superintendent's designee to dismiss a support staff employee. A support staff employee may be dismissed for any reason, including, but not limited to, incompetence, willful neglect of duty, immoral or improper conduct, insubordination, reduction in force, willful violation of Board policy or administrative regulations, a violation of the law, and actions which are, in the opinion of the Board, harmful to the welfare of the District, staff, or students. The Superintendent is authorized to suspend an employee, with or without pay, pending action on a dismissal or during investigation of charges against the employee or for disciplinary purposes.

XIV. TRAVEL

Reimbursement for authorized mileage will be paid to staff members that drive their own vehicles during their regularly scheduled working hours between two or more work sites, or for out-of-town travel, **only if** a district vehicle is not available. Claims for reimbursement should be submitted to the appropriate supervisor. The allowable rate shall be governed by Board policy unless otherwise required by law. The district is not liable for physical damage to employee vehicles.

Staff members who drive school vehicles must have a valid driver's license and proof of insurance. They will be provided a driver's certification form to verify this information and shall be given instruction on emergency evacuation and first aid. Staff members must not transport students in their personal vehicles. They are responsible for following safe driving practices, including use of seat belts by all occupants and are responsible for any injury or accident. Cell phones and other handheld wireless communication devices shall not be used while the vehicle is in motion.

XV. TAX SHELTERED ANNUITY

The Board, at the request of the support staff employee and in accordance with the Internal Revenue Code and the Code of Nebraska, shall withhold and transfer an amount of salary monthly, said amount to be determined by the support staff employee, permitting the support staff employee to participate in a tax-deferred annuity program of the support staff employee's choosing within the parameters of TSA Consulting Group, the district's service provider. It is the responsibility of the employee to set their withholding or transfer amount in accordance with the requirements of the law; the district is not responsible for assuring that the employee is within the guidelines of the law.

XVI. SUBSTITUTE SUPPORT STAFF COMPENSATION

Employees who serve as substitute workers for district support staff will be compensated at Step 1, the base hourly rate of the identified position. The substitute employee is not eligible for any benefits.

XVII. CONFIDENTIALITY CLAUSE

Employment with the Plattsouth Community Schools is contingent upon the employee's agreement of total confidentiality regarding any school related matter. Any breach of confidentiality may result in immediate termination of employment.

XVIII. ROLE MODEL

Support staff serve as role models for students and their actions and conduct reflect on the school as a whole. Employees are, in all respects, to conduct themselves in a professional manner. Cell phones are not to be used for personal calls, texting, or for other purposes when students are present. Cell phones must be kept off, or on silent, during work hours. Cell phone calls or text messages may be made before work hours, after work hours, or during lunch breaks. The office will take phone messages for staff when they are with children, in case there is a family emergency. In an emergency situation, you will be notified immediately.

XIX. RELATIONSHIPS

It is important for staff to maintain an effective working relationship with the administration and all colleagues, including other support staff and teachers. Support staff should also maintain appropriate relationships with students. Appropriate relationships are established by extending social courtesies, following through on commitments and promises, complying with administrative directives and Board policies, being honest and consistent, and not intruding into personal matters outside the scope of duties or gossiping or spreading rumors about others.

XX. CIVILITY

All employees shall behave with civility, fairness and respect in dealing with fellow employees, students, parents, patrons, visitors, and anyone else having business with Plattsouth Community Schools. Uncivil behaviors are prohibited. Employees may be subject to disciplinary action up to and including termination for engaging in uncivil behaviors.

Uncivil behaviors are any behaviors that are physically or verbally threatening, either overtly or implicitly, as well as behaviors that are coercive, intimidating, violent or harassing. Such interactions are prohibited in all forms of communication, including telephone conversations, voice mail messages, face-to-face conversations, written communications, and email messages.

Any employee aware of another employee's uncivil behavior shall, no later than the next business day, report the conduct to the employee's immediate supervisor and the Superintendent. There will be no retaliation against a person for making such a report.

However, any employee that is aware of another employee's uncivil behavior and fails to report the conduct to the employee's immediate supervisor and Superintendent by the next business day may be subject to disciplinary action up to and including termination. Prompt reporting of uncivil behavior is necessary for maintaining a safe and healthy learning environment for students and staff.

XXI. NOTIFICATION OF ARREST, ETC.

Employees must notify the Superintendent by the next business day after:

1. Arrest or Criminal Charges. The employee is arrested, ticketed, or issued a criminal charge where:
 - a. The maximum penalty for the crime equals or exceeds six months of incarceration;
 - b. The crime relates to abuse, neglect or endangerment of a minor, a minor was allegedly a victim or witness, or the crime involves alleged sexual misconduct
 - c. Conviction would impact performance of employee's job responsibilities, including offenses that:
 - i. Would impact the responsibility to be a role model for students or relations with other

- employees of Plattsmouth Community Schools
- ii. Would impact the employee's ability to operate a motor vehicle if the employee at times needs to travel during duty time or the employee at times drives students; or
- iii. Would impact the employee's Commercial Driver's License if the employee's job requires that the employee has a CDL.

d. The arrest or the alleged criminal activity occurred while the employee was on duty, on property of Plattsmouth Community Schools, or in a school owned or utilized vehicle, or at a school-supervised activity or school-sponsored function. Employees must also promptly report to the Superintendent whenever the employee has been sentenced to be incarcerated for any period of time, even if the offense is not otherwise reportable.

2. Certificate or License. The employee becomes aware that a complaint has been filed against the employee that could affect a certificate or license required for the employee's position. This includes proceedings of the Nebraska Department of Education related to an alleged violation of the NDE Standards of Conduct and Ethics, Chapter 27, and proceedings of the Health and Human Services related to an alleged violation of the professional standards of conduct for the employee's position.

3. Child Abuse. The employee becomes aware that a report of child abuse or neglect has been made against the employee under the Child Protection Act.

Further, employees must give full disclosure of any Child Protection Act investigation that resulted in an "inconclusive" determination that occurred at any time. Current employees must give such disclosure within ten days following adoption of this policy. As a condition of employment, applicants for employment must give such disclosure prior to commencement of employment. Any hiring made without such disclosure shall be subject to being immediately revoked in the event the required disclosure was not given.

Employees must give full disclosure of the existence and nature of the above proceedings and must also promptly notify the Superintendent of the disposition of the proceedings.

Legal documents relating to the proceedings shall be treated and maintained as part of the employee's confidential criminal background file.

Failure to notify, as described herein, may subject the employee to disciplinary action, up to and including termination.

Background checks will be conducted at least once every five years on all employees to ensure that all public school students are provided an environment that is safe and all staff with whom students may come into contact are of highest integrity.

XXII. PROFESSIONAL ATTIRE

It is important for staff to project a professional image to students, parents and co-workers. Appropriate attire and grooming project a professional image. Staff is expected to maintain conservative and professional attire and grooming when on duty. As professionals, staff is expected to be aware of the standard to be maintained. As a minimal guide, staff should not wear clothing which students would not be permitted to wear at school. The administration may establish more detailed guidelines for individual staff should that be necessary.

Date Approved by the Board of Education _____

Employee's Printed Name _____

Employee's Signature _____

Date _____

Applicable Board of Education Policies/Procedures

A complete list of all Board of Education policies can be accessed at the following link, <https://www.pcsd.org/Page/19> , or they can be found by going to the Plattsmouth Community Schools website (www.pcsd.org) and clicking on *About PCS*, scroll down and select *Board of Education* and then *Policies*. All of the most current policy updates can be found online.

POLICIES

1000 Community Relations

- 1100 Community Use of School Facilities and Equipment and Supplies

2000 Administration

3000 Business Operations

4000 Personnel

- 4001 Recruitment and Selection
- 4002 Equal Opportunity Employment
- 4003 Employee Antidiscrimination
- 4009 Drug and Substance Use and Abuse
- 4010 Smoking Prohibition
- 4019 Fair Labor Standards Act (Minimum Wage & Overtime)
- 4020 Employee Conduct and Appearance
- 4200 Qualifications of Non-Certificated Support Staff
- 4201 At Will Employees
- 4205 Benefits for Non-Certificated Support Staff
- 4210 Hiring and Dismissal
- 4220 Employment Agreement
- 4230 Assignment and Transfer
- 4240 Complaint Procedure
- 4260 Standards of Performance for Non-Certified Staff
- 4270 Evaluation
- 4280 Initial Training Period
- 4290 Compensation

5000 Students

- 5402 Child Abuse and Neglect
- 5419 Use of Restraints and Seclusion

6000 Instruction

- 6800 Internet Safety and Acceptable

Use 8000 Internal Board Policies

9000 By-laws of the Board

A. Internet Safety Policy

It is the policy of Plattsmouth Community Schools to comply with the Children's Internet Protection Act (CIPA) and Children's Online Privacy Protection Act (COPPA). With respect to the District's computer network, the District shall: (a) prevent user access to, or transmission of, inappropriate material via Internet, electronic mail, or other forms of direct electronic communications; (b) provide for the safety and security of minors when using electronic mail, chat rooms, and other forms of direct electronic communications; (c) prevent unauthorized access, including so-called "hacking," and other unlawful activities online; (d) prevent unauthorized online disclosure, use, or dissemination of personal identification information of minors; (e) obtain verifiable parental consent before allowing third parties to collect personal information online from students; and (f) implement measures designed to restrict minors' access to materials (visual or non-visual) that are harmful to minors.

I. Definitions. Key terms are as defined in CIPA. "Inappropriate material" for purposes of this policy includes material that is obscene, child pornography, or harmful to minors. The term "harmful to minors" means any picture, image, graphic image file, or other visual depiction that: (1) taken as a whole and with respect to minors, appeals to a prurient interest in nudity, sex, or excretion; (2) depicts, describes, or represents, in a patently offensive way with respect to what is suitable for minors, an actual or simulated sexual act or sexual contact, actual or simulated normal or perverted sexual acts, or a lewd exhibition of the genitals; and (3) taken as a whole, lacks serious literary, artistic, political, or scientific value as to minors.

2. Access to Inappropriate Material. To the extent practical, technology protection measures (or "Internet filters") shall be used to block or filter Internet, or other forms of electronic communications, access to inappropriate information. Specifically, as required by the CIPA, blocking shall be applied to visual depictions of material deemed obscene or child pornography, or to any material deemed harmful to minors. Subject to staff supervision, technology protection measures may be disabled or, in the case of minors, minimized only for bona fide research or other lawful purposes.

3. Inappropriate Network Usage. To the extent practical, steps shall be taken to promote the safety and security of users of the District's online computer network when using electronic mail, chat rooms, instant messaging, and other forms of direct electronic communications. Specifically, as required by CIPA, prevention of inappropriate network usage includes: (a) unauthorized access, including so-called 'hacking,' and other unlawful activities; and (b) unauthorized disclosure, use, and dissemination of personal identification information regarding minors.

4. Supervision and Monitoring. It shall be the responsibility of all members of the District staff to supervise and monitor usage of the online computer network and access to the Internet in accordance with this policy and CIPA. Procedures for the disabling or otherwise modifying any technology protection measures shall be the responsibility of the Superintendent and the Superintendent's designees.

5. Social Networking. Students shall be educated about appropriate online behavior, including interacting with others on social networking websites and in chat rooms, and cyberbullying awareness and response. The plan shall be for all students to be provided education on these subjects. The Superintendent or the Superintendent's designee shall be responsible for identifying educational materials, lessons, and/or programs suitable for the age and maturity level of the students and for ensuring the delivery of such materials, lessons, and/or programs to students.

6. Parental Consent. The District shall obtain verifiable parental consent prior to students providing or otherwise disclosing personal information online.

7. Adoption. This Internet Safety Policy was adopted by the Board at a public meeting, following normal public notice.

8. The District shall comply with the Nebraska Student Online Personal Protection Act and will endeavor to take all reasonable and necessary steps to protect the online privacy of all students.

A. Computer Acceptable Use Policy

This computer acceptable use policy is supplemental to the District's Internet Safety Policy.

I. Technology Subject to this Policy. This Computer Acceptable Use Policy applies to all technology resources of the District or made available by the District. Technology resources include, without limitation, computers and related technology equipment, all forms of e-mail and electronic communications, and the internet.

2. Access and User Agreements. Use of the District technology resources is a privilege and not a right. The Superintendent or designee shall develop appropriate user agreements and shall require that employees, students (and their parents or guardians), and others to sign such user agreements as a condition of access to the technology resources, as the Superintendent determines appropriate. Parents and guardians of students in programs operated by the District shall inform the Superintendent or designee in writing if they do not want their child to have access.

The Superintendent and designees are authorized and directed to establish and implement such other regulations, forms, procedures, guidelines, and standards to implement this Policy.

The technology resources are not a public forum. The District reserves the right to restrict any communications and to remove communications that have been posted.

3. Acceptable Uses. The technology resources are to be used for the limited purpose of advancing the District's mission. The technology resources are to be used, in general, for educational purposes, meaning activities that are integral, immediate, and proximate to the education of students as defined in the E-rate program regulations.

4. Unacceptable Uses.

The following are unacceptable uses of the technology resources:

a. Personal Gain: Technology resources shall not be used, and no person shall authorize its use, for personal financial gain other than in accordance with prescribed constitutional, statutory, and regulatory procedures, other than compensation provided by law.

b. Personal Matters: Technology resources shall not be used, and no person shall authorize its use, for personal matters unless the User has entered into a lease agreement or other similar agreement with the School District that makes such use permissible under law.

Occasional use that the Superintendent or designee determines to ultimately facilitate the mission of the District is not prohibited by this provision. Examples of occasional use that may be determined to ultimately facilitate the mission of the District: sending an e mail to a minor child or spouse; sending an e-mail related to a community group in which an employee is a member where the membership in the community group facilitates the District's mission.

This occasional use exception does not permit use by employees contrary to the expectations of their position. For example, employees may not play games or surf the net for purposes not directly related to their job during duty time; nor may students do so during instructional time.

The occasional use exception also does not permit use of the technology resources for private business, such as searching for or ordering items on the internet for non-school use; or sending an e-mail related to one's own private consulting business.

c. Campaigning: Technology resources shall not be used, and no person shall authorize its use, for the purpose of campaigning for or against the nomination or election of a candidate or the qualification, passage, or defeat of a ballot question.

d. Technology-Related Limitations: Technology resources shall not be used in any manner which impairs its effective operations or the rights of other technology users. Without limitation,

1. Users shall not use another person's name, log-on, password, or files for any reason, or allow another to use their password (except for authorized staff members).

2. Users shall not erase, remake, or make unusable another person's computer, information, files, programs or disks.

3. Users shall not access resources not specifically granted to the user or engage in electronic trespassing.

4. Users shall not engage in "hacking" to gain unauthorized access to the operating system software or unauthorized access to the system of other users.

5. Users shall not copy, change, or transfer any software without permission from the network administrators.

6. Users shall not write, produce, generate, copy, propagate, or attempt to introduce any computer code designed to self-replicate, damage, or otherwise hinder the performance of any computer's memory, file system, or software. Such software is often called a bug, virus, worm, Trojan horse, or similar name.

7. Users shall not engage in any form of vandalism of the technology resources.

8. Users shall follow the generally accepted rules of network etiquette. The Superintendent or designees may further define such rules.

e. Other Policies and Laws: Technology resources shall not be used for any purpose contrary to any District policy, any school rules to which a student user is subject, or any applicable law. Without limitation, this means that technology resources may not be used:

1. to access any material contrary to the Internet Safety Policy; or to create or generate any such material.

2. to engage in unlawful harassment or discrimination, such as sending emails that contain sexual jokes or images.

3. to engage in violations of employee ethical standards and employee standards of performance, such as sending emails that are threatening or offensive or which contain abusive language; use of end messages on emails that may imply that the District is supportive of a particular religion or religious belief system, a political candidate or issue, or a controversial issue; or sending emails that divulge protected confidential student information to unauthorized persons.

4. to engage in or promote violations of student conduct rules.

5. to engage in illegal activity, such as gambling.

6. in a manner contrary to copyright laws.

7. in a manner contrary to software licenses.

5. Disclaimer. The technology resources are supplied on an "as is, as available" basis. The District does not imply or expressly warrant that any information accessed will be valuable or fit for a particular purpose or that the system will operate error free. The District is not responsible for the integrity of information accessed, or software downloaded from the Internet.

6. Filter. A technology protection measure is in place that blocks and/or filters access to prevent access to Internet sites that are not in accordance with policies and regulations. In addition to blocks and/or filters, the District may also use other technology protection measures or procedures as deemed appropriate.

Notwithstanding technology protection measures, some inappropriate material may be accessible by the Internet, including material that is illegal, defamatory, inaccurate, or potentially offensive to some people. Users accept the risk of access to such material and responsibility for promptly exiting any such material.

The technology protection measure that blocks and/or filters Internet access may be disabled only by an authorized staff member for bona fide research or educational purposes: (a) who has successfully completed District training on proper disabling circumstances and procedures, (b) with permission of the immediate supervisor of the staff member requesting said disabling, or (c) with the permission of the Superintendent. An authorized staff member may override the technology protection measure that blocks and/or filters Internet access for a minor to access a site for bona fide research or other lawful purposes provided the minor is monitored directly by an authorized staff member.

7. Monitoring. Use of the technology resources, including but not limited to internet sites visited and e-mail transmitted or received, is subject to monitoring by the administration and network administrators at any time to maintain the system and insure that users are using the system responsibly, without notice to the users. Users have no privacy rights or expectations of privacy with regard to use of the District's computers or Internet system. All technology equipment shall be used under the supervision of the Superintendent and the Superintendent's designees.

8. Sanctions. Violation of the policies and procedures concerning the use of the District technology resources may result in suspension or cancellation of the privilege to use the technology resources and disciplinary action, up to and including expulsion of students and termination of employees. Use that is unethical may be reported to the Commissioner of Education. Use that is unlawful may be reported to the law enforcement authorities. Users shall be responsible for damages caused and injuries sustained by improper or non-permitted use.

Legal Reference: Children's Internet Protection Act, 47 USC§ 254
Children's Online Privacy Protection Act, 15 U.S.C. § 6501
FCC Order adopted August 10, 2011
47 USC§ 254(h)(1)(b); 47 CFR 54.500(b) and 68 FR 36932 (2003) (E-rate restrictions)
Neb. Rev. Stat. § 49-14,101.01 (Political Accountability and Disclosure Act)
LB 512 (2017)

Date of Adoption: March 13, 2006

Reviewed: November 12, 2007

Revised: August 11, 2008

Reviewed: Nov. 9, 2009, Nov. 8, 2010, Nov. 14, 2011, Nov. 12, 2012, Nov. 11, 2013,
Nov. 10, 2014

Revised: Aug. 10, 2015

Reviewed: Nov. 9, 2015

Revised: Aug. 8, 2016

Reviewed: Nov. 14, 2016

Revised: July 10, 2017

Reviewed: Nov. 13, 2017, Nov. 12, 2018, Jan. 13, 2020, Dec. 14, 2020, Jan. 10, 2022

PLATTSMOUTH COMMUNITY SCHOOL DISTRICT
Para-Educator/Teacher Associate
Job Description

It is the policy of Plattsmouth Community Schools to not discriminate on the basis of sex, handicap or disability, race, color, religion, marital status, veteran status, or national or ethnic origin in its educational programs, admission policies, employment policies or other administered programs. Persons requiring accommodations to apply and/or be considered for positions are asked to make their request to the Superintendent.

- A. Job Title:** Para-Educator – Teacher Associate
- B. Department:** Student Support
- C. FLSA Status:** Non-Exempt
- D. Essential Requirements:**
1. High School Diploma or equivalent (such as GED)
 2. Computer and business machines knowledge
 3. Organizational skills
 4. Work well with children
 5. First aid knowledge
 6. Skills in public relations
 7. 48 credit hours from an accredited college/university (preferred) or equivalency training provided by the district. Additional requirements for early childhood paraeducators to meet Rule 11 & Head Start requirements.
- E. Reports To:** Building administrators, special education administrators, and supervising teachers
- F. May Receive Guidance From:** Building administrators, special education administrators, and supervising teachers
- G. Essential Job Functions:**
1. Correct papers and record grades
 2. Assist in classroom activities
 3. Supervise students in all areas of the school and at lunch, activity periods and on playground to guide students to interact harmoniously with other students
 4. Assist students with personal needs such as toileting, diapering and other health needs
 5. Provide instructional support assistance to students and student groups
 6. Ability to handle confidential information with complete security
- H. Working Conditions:**
1. Inside and Outside
 2. Heated and air-conditioned building
 3. Stressful at times
 4. Potential risk of injury, due to aggressive student behavior or environmental conditions

I. Job Tasks:

1. Discuss assigned duties with classroom teachers in order to coordinate instructional efforts.
2. Prepare lesson materials, bulletin board displays, exhibits, equipment, and demonstrations.
3. Present subject matter to students under the direction and guidance of teachers, using lectures, discussions, or supervised role-playing methods.
4. Tutor and assist children individually or in small groups in order to help them master assignments and to reinforce learning concepts presented by teachers.
5. Supervise students in classrooms, halls, cafeterias, school yards, and gymnasiums, or on field trips. Follow the direction and guidance of certified staff to address behavior challenges.
6. Conduct demonstrations to teach such skills as sports, dancing, and handicrafts.
7. Distribute teaching materials such as textbooks, workbooks, papers, and pencils to students.
8. Distribute tests and homework assignments, and collect them when they are completed.
9. Enforce administration policies and rules governing students.
10. Grade homework and tests, and compute and record results, using answer sheets or electronic marking devices.
11. Assist students with activities of daily living such as walking, sitting, eating, drinking, toileting, etc.

J. Knowledge:

1. Education and Training - Knowledge of principles and methods for curriculum and training design, teaching and instruction for individuals and groups, and the measurement of training effects.
2. English Language - Knowledge of the structure and content of the English language including the meaning and spelling of words, rules of composition, and grammar.
3. Mathematics - Knowledge of arithmetic, algebra, geometry, calculus, statistics, and their applications.

K. Skills

1. Instructing - Teaching others how to do something.

2. Speaking - Talking to others to convey information effectively.
3. Active Listening - Giving full attention to what other people are saying, taking time to understand the points being made, asking questions as appropriate, and not interrupting at inappropriate times.
4. Learning Strategies - Selecting and using training/instructional methods and procedures appropriate for the situation when learning or teaching new things.
5. Reading Comprehension - Understanding written sentences and paragraphs in work related documents.
6. Writing - Communicating effectively in writing as appropriate for the needs of the audience.
7. Service Orientation - Actively looking for ways to help people.
8. Social Perceptiveness - Being aware of others' reactions and understanding why they react as they do.
9. Coordination - Adjusting actions in relation to others' actions.

M. Work Activities:

1. Training and Teaching Others - Identifying the educational needs of others, developing formal educational or training programs or classes, and supporting the instruction of others.
2. Getting Information & Maintaining Confidentiality - Observing, receiving, and otherwise obtaining information from all relevant sources. Ensuring that confidential information is only shared with necessary staff.
3. Communicating with Persons Outside Organization - Communicating with people outside the organization, representing the organization to customers, the public, government, and other external sources. This information can be exchanged in person, in writing, or by telephone or e-mail.
4. Establishing and Maintaining Interpersonal Relationships - Developing constructive and cooperative working relationships with others, and maintaining them over time.
5. Communicating with Supervisors, Peers, or Subordinates - Providing information to supervisors, co-workers, and subordinates by telephone, in written form, e-mail, or in person.
6. Thinking Creatively - Developing, designing, or creating new applications, ideas, relationships, systems, or products, including artistic contributions.
7. Scheduling Work and Activities - Scheduling events, programs, and activities, as well as the work of others.

8. Evaluating Information to Determine Compliance with Standards - Using relevant information and individual judgment to determine whether events or processes comply with laws, regulations, or standards.
9. Updating and Using Relevant Knowledge - Keeping up-to-date technically and applying new knowledge to your job.
10. Interpreting the Meaning of Information for Others - Translating or explaining what information means and how it can be used.

N. Required Employee Abilities:

1. Oral Expression - The ability to communicate information and ideas in speaking so others will understand.
2. Written Expression - The ability to communicate information and ideas in writing so others will understand.
3. Speech Clarity - The ability to speak clearly so others can understand you.
4. Oral Comprehension - The ability to listen to and understand information and ideas presented through spoken words and sentences.
5. Written Comprehension - The ability to read and understand information and ideas presented in writing.
6. Near Vision - The ability to see details at close range (within a few feet of the observer).
7. Auditory Attention - The ability to focus on a single source of sound in the presence of other distracting sounds.
8. Fluency of Ideas - The ability to come up with a number of ideas about a topic (the number of ideas is important, not their quality, correctness, or creativity).
9. Problem Sensitivity - The ability to tell when something is wrong or is likely to go wrong. It does not involve solving the problem, only recognizing there is a problem.

O. At Will Employment: Employment with the School District is not for any period of time, and employment may be terminated at any time at the convenience of the terminating party, with or without cause, and with or without notice. Employment with the School District is not governed by any express or implied contract of employment containing terms different from or inconsistent with those stated in this employment agreement. The terms of this employment agreement may not be modified except in a writing signed by the Superintendent of Schools.

P. Essential Functions: The essential functions of the paraeducator position include (1) regular, dependable attendance on the job to complete the duties in the job description; (2) the ability to perform the identified tasks and to possess and utilize the identified

knowledge, skills, and abilities and to perform the identified work activities; and, (3) the ability to perform the following identified physical requirements:

Essential Physical Requirements Para-Educator	Item is not a requirement of the job	Occasional -- up to 33% of time	Occasional/Essential -- up to 33% of time, absolutely essential to the job	Frequent -- between 34% - 66%	Continuous -- over 66% of time
Stamina					
1. Sitting					X
2. Walking					X
3. Standing					X
4. Sprinting/Running		X			
Flexibility					
5. Bending or twisting at the neck more than the average person					
6. Bending or twisting at the trunk more than the average person					
7. Squatting/Stooping/Kneeling				X	
8. Reaching above the head		X			
9. Reaching forward					X
10. Repeating the same hand, arm or finger motion many times (For example: typing, data entry, etc.)		X			
Activities					
11. Climbing (on ladders, into large trucks/vehicles, etc.)		X			
12. Hand/grip strength		X			
13. Driving on the job		X			
14. Typing non-stop		X			
Use of Arms and Hands					
15. Manual dexterity (using a wrench or screwing a lid on a jar)				X	
16. Finger dexterity (typing or putting a nut on a bolt)				X	
Lifting Requirements					
17. Lifting up to 10 pounds (Mark all that apply)					
Floor to waist				X	
Waist to shoulder				X	
Shoulder to overhead		X			
18. Lifting 11 to 25 pounds (Mark all that apply)					
Floor to waist				X	
Waist to shoulder				X	
Shoulder to overhead		X			
19. Lifting 26 to 50 pounds (Mark all that apply)					
Floor to waist				X	
Waist to shoulder				X	
Shoulder to overhead		X			
20. Lifting 51 to 75 pounds (Mark all that apply)					
Floor to waist		X			
Waist to shoulder		X			
Shoulder to overhead		X			
21. Lifting 76 plus pounds (Mark all that apply)					
Floor to waist		X			
Waist to shoulder		X			
Shoulder to overhead	X				
22. Can load/items weighing over 50 pounds that are lifted or carried be shared, or reduced into smaller loads? YES, usually					
Pushing/Pulling					
23. 25 to 50 pounds				X	
24. 51 to 75 pounds				X	
25. 76 to 90 pounds				X	
26. Over 90 pounds		X			
Carrying					
27. 10 to 25 pounds				X	
28. 26 to 50 pounds				X	
29. 51 to 75 pounds				X	
30. 76 to 90 pounds		X			

Essential Physical Requirements Para-Educator	Item is not a requirement of the job	Occasional -- up to 33% of time	Occasional/Essential -- up to 33% of time, absolutely essential to the job	Frequent -- between 34% - 66%	Continuous -- over 66% of time
31. Over 90 pounds		X			

NOTE: This is not necessarily an exhaustive or all-inclusive list of responsibilities, skills, duties, requirements, efforts, functions or working conditions associated with the job. This job description is not a contract of employment or a promise or guarantee of any specific terms or conditions of employment. The school district may add to, modify or delete any aspect of this job (or the position itself) at any time as it deems advisable.

I have read and understand this job description and attest to my ability to perform the essential functions of the position:

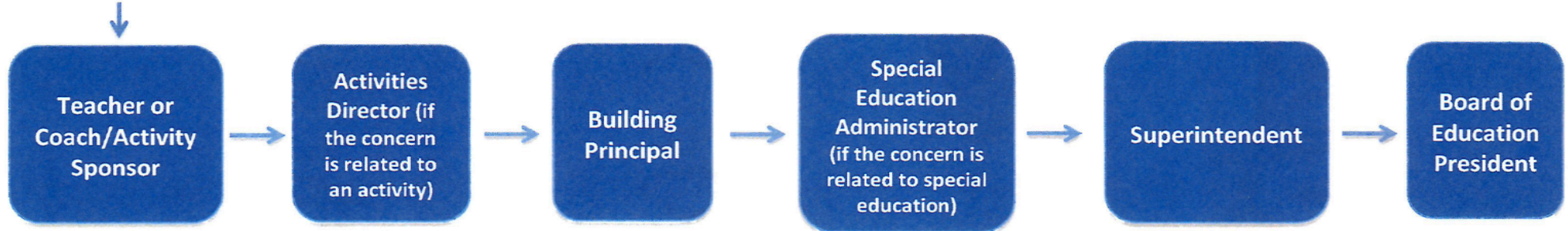
Para-Educator/Teacher Associate Signature
Date

Administrator Signature
Date

Discrimination in the Plattsmouth Community School District is prohibited under Title VII of the Civil Rights Act of 1964. Recognizing the legal, as well as social obligation to make equal employment opportunity a reality, the Plattsmouth Community School District hires and promotes without regard to race, color, gender, national origin, religion, sexual orientation, age, or mental or physical handicap unrelated to job performance. EOE.

PROTOCOL FOR ADDRESSING CONCERNS (Chain of Command)

Start here



Going directly to the source of a concern will, in many cases, clear up misunderstandings and resolve the issue. If the issue cannot be resolved at the school level, please contact the Superintendent. If you contacted the teacher/coach, activities director (if the concern is related to an activity), principal, special education administrator (if the concern is related to special education), Superintendent, and the issue was not resolved, please contact the Board President.

The purpose of the protocol is to provide an avenue for concerns to be considered by the individuals identified above and determine whether or not there is a necessity for action. The protocol is not intended to guarantee that the identified individuals will implement all desired actions.

*Rev. July 11, 2023



Thank You

**THANK YOU FOR YOUR
DEDICATION TO STUDENTS,
THEIR FAMILIES, AND THE
DISTRICT!**

Plattsmouth Community School District

Receipt of the 2024-2025 Support Staff Handbook

My signature below acknowledges receipt of the 2024-2025 Support Staff Handbook of the Plattsmouth Community School District. I understand that I am expected to read and understand these provisions. If I do not understand the provisions, it is my responsibility to ask my supervisor, the human resources manager, or the superintendent for clarification.

Acceptable Use of Computers and Networks Administrator, Faculty, and Staff Agreement

In order to make sure that all members of the Plattsmouth Community Schools community understand and agree to these rules of conduct for use of the email and internet systems of the school district, the District asks that you, as an administrator, faculty member, or staff member user sign the following statement:

I have received a copy of, and have read the “Internet Safety and Acceptable Use Policy” adopted by the Plattsmouth Community School District (BOE Policy No. 6800), and I understand and will abide by those district guidelines and conditions for the use of the facilities of Plattsmouth Community Schools and access to the internet. I further understand that any violation of the district guidelines is unethical and may constitute a criminal offense. Should I commit any violation, my access privilege will be revoked. School disciplinary action and/or appropriate legal action will be taken.

I agree not to hold the Plattsmouth Community Schools or any of its employees or any of the institutions for networks providing access to Plattsmouth Community Schools responsible for the performance of the system or the content of any material accessed through it.

Employee’s Name _____ Building _____

Employee’s Signature _____ Date _____

This form will be retained on file by authorized faculty designee
for the duration of applicable computer/network/internet use.

PLATTSMOUTH COMMUNITY SCHOOL DISTRICT

PLUS Center Parent/Student Handbook

2024-2025



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Philosophy / Purpose of the PLUS Center

The PLUS (Plattsmouth Learning and Universal Support) Center was established to assist students who are unable to function successfully in their local school building due to behavioral difficulties. The PLUS Center provides a comprehensive daily program for students to continue their education, which includes a behavior management component. Our goal is to transition students back to their home school building when they are behaviorally in control of their actions.

Our Vision

Provide a safe alternative educational setting for students with specific behavioral Individual Education Plan (IEP) goals in grades K-1 2 that maintains their dignity and addresses their needs.

Develop alternative curricular and instructional strategies to assist the student reach grade level standards.

Develop behavioral competencies to enable the student to become a successful contributor to his/her local school community.

Provide student leadership opportunities by accessing activities within our local community.

Support a transitional setting/program for students who are preparing to reenter the public school environment.

Placement

Placement is by referral from the local school building/district. Each building/district has established educational teams to identify students in need of such intensive services.

Students should be verified according to Nebraska Department of Education Rule 51 as qualified for special education services. The local school district IEP team will make the recommendation for placement to Level III services (PLUS Center). A Plattsmouth team will review the placement request and contact the building/district administrator regarding acceptance. Arrangements will be made for a teacher from the PLUS Center to observe the child in his home building. Then, an initial in-take meeting is scheduled to review PLUS Center practices and receive parental signatures for necessary placement documents.

Students attending outside the Plattsmouth Community School District are contracted into the program by their local school district, and payment is made on a pre-approved daily rate.

Staff

Charlotte Urbauer	Teacher	402-296-7718
Tiffany McCarthy	Paraeducator	402-296-7718
Sheri Metzler	Paraeducator	402-296-7718
Amanda Wright	Administrator	402-296-3361

Program Components

Students receive the services and programs that are listed on their IEPs.

A school nurse, located in the Plattsmouth Community Schools, is available to assess and provide limited medical treatment, assist families in accessing medical and community resources, and forward observations to physicians, counselors and therapists.

Emergency Data Information

It is imperative that a current Emergency Data Card is on file in the office. Should an emergency occur, we must be able to get in touch with the parent/guardian. Please ensure your child's safety and well being by keeping the office informed of any address or phone number changes.

Identification (ID) Requirement

Please notify The PLUS Center Staff and local transportation of late arrivals and early pick-ups. If parent/ guardian requests an alternate adult pick up their child, staff will be notified of parent/guardian approved designee. This designee will be asked to furnish a valid Identification Card for release of the student.

Calls During School Hours

Should you need to contact your child during the school day, please call the school, and a staff member will get the message to your student. Please call staff before 9:00 am or after 2:00 pm if possible.

Visitors to the School

Parents, guardians, and other school staff who have students attending The PLUS Center are welcome and encouraged to visit the school. Ring the doorbell at the front door, and a staff member will open the door. Due to the confidentiality of all students, we request that all visitors sign in and out of our building. Visitors to the school must respect the learning environment and maintain proper behavior and decorum at all times. Disruption of the orderly process of the school is prohibited. The administrator or his/her designee is authorized to deny access, ban or bar future access, remove or request the removal of any visitor whose behavior is disruptive to the educational/working environment of the school. Any visitor to the school who has been denied access or who has been asked to leave may appeal the decision to the Superintendent. Students needing to leave school early must be signed out by parent, guardian, or parent/guardian designee (photo ID may be requested).

Lunch

The PLUS Center has a hot lunch program provided by the Plattsmouth Community School District. Please contact Rhonda Salazar at 402-296-3361 to set up a lunch account. Free and reduced lunch forms are available for all students. You can apply online through your parent portal. Once logged in select More, then choose Meal Benefits to begin. Each student whose parent wishes to apply must fill out a form for Plattsmouth Community Schools. These forms are not transferable from district to district. Students may bring their own sack lunches.

Attendance

School attendance is mandatory. If a student must be absent, it is the parent's responsibility to notify the school, and to notify their local school district's transportation system. Parents are also requested to notify the local district if they plan to pick their child up during the day in order to cancel afternoon transportation. Failure to excuse a student will result in an unexcused absence. Students with excessive absences will have their local school district notified for further potential truancy reporting to the local county attorney.

Reference Policy No. 5008

Student Attendance

Transportation

No student is allowed to drive himself/herself to The Plus Center. Students are not to be picked up or dropped off by friends or family members under the age of 18. Non-compliance may lead to disciplinary action. PLUS Center staff will transport students to and from school unless parents have opted to transport the student themselves. Riding the school van or personal car for transportation to school will be considered an extension of the school day. Therefore, all rules and regulations governing student conduct will apply to all students riding in those vehicles. In addition, vehicle safety regulations must be obeyed. Failure to follow rules and regulations while on the van may result in suspension of vehicle transportation for a period of time. Students are expected to be ready to board the vehicle when it arrives. The vehicle is not required to wait extended periods of time.

Reference Policy No. 5506

Safe Pupil Transportation Plan

Grading Guidelines, Report Cards, and Point Sheets

Students earn grades that are accepted for course credit by their local school district. The local school district will give recommendations for the junior high and high school students in the area of content that needs to be covered to continue with their progress toward a high school diploma.

Each student will receive a report card and IEP goals progress report at the end of each quarter. Parent / Teacher conferences are held in the fall and spring, and you will be contacted. Parents may request progress or IEP conferences at any time during the school year. The local school district is always welcome to attend any of the conferences. All students will carry daily point sheets from class to class during the school day.

Disaster /Fire Drills

Disaster and fire drills are conducted monthly for practicing the orderly evacuation of the building. Throughout the year, other drills will be taught and practiced. Immediate attention and absolute quiet must be observed throughout the entire drill. Students do not talk or run during the drill. Staff will instruct and practice these procedures with students the first day of class.

Student and Staff Relationships

All students and staff are expected to recognize and support the following affirmation:

1. A respect for others regardless of race, religion, sex, creed, age, personal well-being, or economic status be demonstrated at all times.
2. Language of any kind, which is disparaging or demeaning to others, shall not be tolerated, such as racial, religious or sexual epithets.
3. Both staff and students are expected to exhibit good judgment, respect, and sensitivity for others.

Confidentiality

Information regarding students is kept strictly confidential.

The Federal Family Educational Rights and Privacy Act gives the student and parents/guardians certain rights regarding student records. Any student and his/her parent/guardian have the right to hold, examine, and have interpreted the student's school records and files. A request to review records shall be submitted in writing to the administrator. An appointment to review the records will be set by the administrator, as soon as possible, but not later than 45 days after the request is received.

The Health Insurance Portability & Accountability Act (HIPPA): All health information along with any contact with physicians, nurse practitioners, counselors, and therapists shall require a written consent by student (if over 19 years old) and/or legal guardian (parent, caseworker, foster parent, etc.). All HIPPA forms will give consent for health information to be shared with not only The PLUS Center, but also the contracting school district.

Any person other than the student, his/her parents, guardians, teachers, counselors, or school officials may not gain access to the student's file. An original copy of a release of information statement prepared and signed by the parent stating the specific items to be released and to whom the information is to be given is necessary for releasing records. The PLUS Center records are released to the contracting agency that has been maintained by The PLUS Center staff without prior parental or student consent.

Nebraska State Statute requires any person, including school employees, who have cause to believe that a child has been subjected to abuse or neglect, or observes such person being subjected to conditions, which reasonably would result in abuse or neglect, shall report such incident to the appropriate law enforcement agency and/ or Child Protective Services. This report shall be followed by a written report. Nebraska State Statute requires that any court order requesting records will be followed and records will be released.

Immunizations

A record of the student's immunizations must be provided at the student's intake meeting. A current immunization record must be on file prior to the student entering The PLUS Center program. Students not in compliance with immunization requirements will have 10 student days to receive immunizations and have documentation of it. A physician signed waiver may also be used to be in compliance. Non-compliance with Nebraska Immunization Standards, after 10 student days, will result in the student being restricted from attending school until documentation of compliance is received.

Medication

Trained staff will not administer prescription medication without a written order from a doctor and parental permission. Over the counter medication (aspirin, cough drops, etc.) may be administered with parental permission. At no time will school personnel suggest or prescribe medication. All medication questions will be directed to the school nurse. When a student must take prescription medication at school, the school nurse must have the physician's written order stating the medication, the dosage, time, and routine to be given. The label on the medication must include the student's name, physician's name, date, and directions to be followed. All medication must arrive in the appropriate medical container for it to be administered. A specific doctor medication form is included in this handbook. The medication shall be stored in a locked container at The PLUS Center.

Asthma Policy

State regulations for a systemic allergic reaction for asthma require that 911 is called first. After that call is made, an EpiPen injection will be given and then albuterol is provided through a nebulizer. An EpiPen is a small pre-filled, automatic injection device that is used to bring quick relief by improving breathing and lung function. Albuterol is another medication that is used to bring breathing relief (commonly found in metered-dose inhalers). The nebulizer is a machine that mixes the albuterol with air to provide a fine mist (aerosol) for breathing in through a mask or mouthpiece. The protocol steps are designed to provide quick, effective care in order to prevent death from occurring due to a severe asthma attack or anaphylaxis. Staff members have been trained to recognize signs and symptoms of a life-threatening "breathing" emergency, and to properly administer the medications.

For each student with a known allergic condition or asthma, you must provide the school with 1) written medical documentation, 2) instructions, and 3) medications as directed by a physician. In the event that your student experiences a life-threatening asthma attack or systemic allergic reaction, we will defer to the specific documentation and medication that you have provided. If you do not have medical documentation and instructions on file with the school for your child, we will defer to the regulatory protocol. If, for whatever reason, you do not want your student to receive the life-saving emergency treatment under the protocol, you must file your written objection with the school.

If you have questions or concerns about the protocol or your child's health issues, please contact our school nurse at 402-296-3174, extension 2352.

School Appearance

Dress should be appropriate. Hats or any head covering, including sunglasses are not worn in the building. Jewelry and/or clothing that may advertise sex, drugs, tobacco, or alcohol is not allowed at school. This includes any musicians' logos that depict the aforementioned.

The student will be asked to remove or reverse any item that may be distracting to the learning environment, and to refrain from wearing the apparel again. All students need to wear shirts that cover the shoulders and midriff. Belts are necessary if pants hinder Physical Education activity.

School Attitude

If a problem arises with another student in the classroom, it is recommended that the student discuss the problem with a staff member. A staff member will work with student(s) on the problem and help resolve it in a positive manner. The staff endeavors to help students' problem solve issues. Being open and honest with the staff is recommended for best results. Each student is responsible for his/her own conduct. Some suggestions to aid in this are:

1. Sit in your seat quietly.
2. Participate in class (group) discussions.
3. Ask for help.
4. Make corrections quietly without argument or complaint.
5. Find a quiet activity to work on if you have finished and corrected your work.
6. Respect others. This includes no verbal or physical abuse and stealing.
7. Use appropriate language.

Potential behaviors that may result in loss of privileges, individual study program within The PLUS Center, or suspension include:

1. Fighting
2. Striking a staff member.
3. The use, sale, or possession of drugs, alcohol, or drug paraphernalia.
4. Theft
5. Destruction of property. It should be noted that the student would be held responsible for payment of the damages of such property.
6. Any behavior that endangers the student, his/her peers or staff member.
7. Continual use of profane or sexually suggestive language in the school setting.
8. Harassment of a student or staff member.

Items for Sale, Trade, or Given Away

It is not permitted for students to bring items to school for sale, trade, or to be given away. If said items are brought to school, they will be confiscated and only returned to a parent or guardian of the student.

Audio Listening Devices and Other Items

No audio listening devices or items of a similar nature are allowed on the van or in the school.

Student Telephone Use

The office and staff telephones are for school business only. Students, with prior permission of the staff, may use the phones to contact parents/guardians. Misuse of the phone will result in loss of the privilege. All phone calls will be monitored by a staff member.

Cell Phones and Other Electronic Devices

Cell phones and other electronic devices are not allowed at school. School personnel will convey any emergency messages to students as needed, and other messages may be delivered at the end of the school day. Students who use cell phones and other electronic devices during the school day will have the devices confiscated. If the device is willingly relinquished, the student may pick it up at the end of the day. Should a second incident occur, the parent or guardian will need to pick up the device.

Field Trips

Field trips are a part of the educational process. All school policies and procedures are in place before and during a field trip. Remaining home on a field trip day will count as an unexcused absence unless otherwise excused by parent/guardian (e.g. illness, funeral, etc.). Based on student needs, The PLUS Center staff will identify which students will attend field trips. This includes students transitioning back to their home school. Supervision and assignments will be provided for students not attending field trips and remaining at school.

School Activity Participation

Students who attend the PLUS Center will not be allowed to participate in any school sponsored extracurricular activities, including but not limited to clubs, sports, dances, etc.

Students who attend the PLUS Center will be allowed to attend school sponsored activities as spectators. This only applies to those activities in which spectators have historically been allowed (i.e. football games, not school dances). Students who attend school sponsored activities as spectators are expected to follow all school rules and guidelines and will be subject to school disciplinary actions if violated.

Physical Education Participation

Physical Education participation is required for all students. Due to the physical activity involved, it is recommended students dress appropriately. Physical Education is a tool to promote, implement, and reinforce the following goals: team work, healthy competition, getting along with others, good sportsmanship, appropriate socialization, appreciation for health recreation, and healthy opportunities.

Textbooks

The local school district and/or The PLUS Center will supply textbooks. Materials and books must be returned in good condition while in use. Students are expected to pay for any damage or lost books and materials.

Student Computer Use

Students who misuse the computer or the Internet, may lose access to school computers. Printing of materials needs staff approval. All computer use is restricted to supplement school curriculum.

Copyright Policy

The PLUS Center students and staff will comply with Plattsburgh Community Schools' copyright policies.

Non-discrimination

The PLUS Center does not discriminate with regard to race, color, religion, national or ethnic origin, sex, marital status, age, sexual preference, or disability in the access to, benefits of, or participation in employment, educational programs, or activities.

Harassment by Students

Harassment of students, staff, or visitors by other students will not be tolerated at The PLUS Center. This policy is in effect while students are on school grounds, school district property, while in school-owned and / or school-operated transportation, while attending or engaged in school activities, and while away from school grounds if the misconduct directly affects the good order, efficient management, and welfare of the school.

Weapons

Possession and/or use of any object or material that is ordinarily or generally considered a weapon in any school building, on school grounds, in any vehicle owned, leased or contracted by a school, being used for a school purpose, or in a vehicle being driven for a school purpose by a school employee or his/ her designee, or at any school-sponsored activity or event is prohibited. Such weapons include, but are not limited to, any pistol, revolver, rifle, shotgun, air gun or spring gun, bludgeon, brass knuckles or artificial knuckles of any kind, or knives of any kind.

The possession or use of any such weapon will require that the proceedings for the suspension and/or expulsion of the student involved will be initiated immediately by the principal or school administrator.

Law enforcement officials, parents, and the local school district will be called to the school administrator. If a weapon is found or The PLUS Center staff suspects concealment of a weapon, the steps that may be followed are:

1. Contact local law enforcement agency
2. Contact parents/guardians
3. Contact local school district (if applicable)

Use of Alcohol/Marijuana/Drugs

It is unlawful to illegally manufacture, distribute, dispense, possess, or use a controlled substance at The PLUS Center. Any student present on school grounds or in the building, who appears to have consumed alcohol/marijuana/drugs by a PLUS Center staff member, will be considered in violation of school policy and may be sanctioned according to Nebraska State Statutes. Parents and any appropriate outside agencies will be contacted.

If there is a concern about alcohol/marijuana/drug use or an object or substance being found, the steps that may be followed are:

1. Contact local law enforcement agency
2. Contact parents/guardians
3. Contact local school district (if applicable)

Smoking

Students are not permitted to smoke on school grounds, in the transporting vehicles, or in the school building, or any school related activities. The student who chooses to smoke will be reported to the local law enforcement agency for appropriate action.

If an object or substance is found, the steps that may be followed are:

1. Contact local law enforcement agency
2. Contact parents/guardians
3. Contact local school district (if applicable)

Reference Policy No. 1120-Tobacco

Search and Seizure

The student and his/ her possessions may be searched whenever there is a reasonable suspicion that the student possesses any illegal substance or object which is in violation of the law, or which could cause bodily harm or damage to property. The local law enforcement agency and resource dogs may be used to detect illegal drugs or contraband in school at any time, announced or unannounced, and illegal drugs and contraband may be seized. The refusal of a student to consent or submit to a reasonable search, and/or to surrender objects or substances found as a result of such search, may be grounds for discipline and local law enforcement may be contacted for follow-up. If an object or substance is found, the steps that may be followed are:

1. Contact local law enforcement agency
2. Contact parents/guardians
3. Contact local school district (if applicable)

Reference No. 5406-Search and Seizure Policy

Out of Control Behavior

Whenever a student becomes verbally or physically aggressive, or exhibits any behavior that might endanger himself/herself or others, the following steps will be taken:

1. A staff member or members will try to deescalate the student's behavior verbally, and redirect him/her into a more positive emotional balance.
2. If the behavior escalates and the student is harming himself, others, or damaging property, the student may be physically restrained by trained staff until the student is in control. Parents/ guardians must sign an acknowledgement of the intervention procedure. This will be done during the intake meeting.
3. If a student is not physically aggressive, but non-compliance severely impedes the learning environment, an IEP meeting may be held.
4. The student, when in control, will go through a problem solving process, with the staff involved in the situation, to understand what happened.
5. Parents will be contacted about the incident.
6. Staff will write an incident report.
7. If the behavior is beyond what staff can handle, then the local law enforcement agency will be contacted with a follow-up phone call to parents and the local school district.
8. After any of these situations, a meeting may be called to review the student's progress, placement, and / or IEP. Parents, local school district, the student, and The PLUS Center staff will be invited to the meeting.
9. If the frequency, duration, and intensity of the behavior is so disruptive and/or harmful to others that the learning and/or safety is impeded, a placement review meeting may be requested of the parents, school district, and The PLUS Center staff.

PLUS Center Disciplinary Level Plan

Classroom Status: A student is in the classroom and is completing assigned work. The student is being respectful to others and is maintaining appropriate behaviors according to the daily behavior point sheet. If a student is having difficulty during the time, he/ she will be moved to a Level I Status: Safety Seat.

Level I Status: Level I Status occurs when a student is displaying inappropriate behaviors that are keeping her/himself or other students from learning.

- The student will be asked to go to the Safety Seat in the classroom. The student will problem solve with the adult who observed the problem, and then be allowed to return to his/her desk.
- If the student is having difficulty displaying appropriate behaviors in the safety seat, he/she will be placed on Level II Status.

Level II Status: Level II Status occurs when a student is displaying inappropriate behaviors in the Safety Seat. The student will be asked to go to the Problem Solving Area.

- Once the student has successfully problem-solved, he/ she will be allowed to return to the safety seat and review the problem.
- When the student has successfully problem-solved in the safety seat with the appropriate adult, he/she will be able to return to his/her desk.
- If a student is having difficulty in the Problem Solving Area, he/she will be asked to leave and placed on Level III Status.

Level III Status: Level III Status occurs when a student is displaying inappropriate behaviors in the Problem Solving Area.

- The student will be asked to go to the Time-Out Room with the door open.
- The student will be required to sit quietly in the Time-Out Room with the door open until adult staff problem solves with him/her.
- The student will be asked to problem-solve the choices he/she made that caused the problem leading to the Time-Out Room with Door Open. Once the student has successfully problem-solved with staff, the student will be allowed to return to the Safety Seat to complete any assigned work.
- If a student is having difficulty in the Time-Out Room with the door open, he/she will be placed on Level IV Status.

Level IV Status: The student will stay in the Time-Out Room with the door closed.

- Behaviors leading to the door being closed include verbal or physical violence such as continuous use of inappropriate language, swearing, shouting/yelling, hitting, kicking, biting, and throwing objects. • The student is observed the entire time through a camera system.
- He/she will be asked to remove their socks and shoes, belt, jewelry, and empty his/her pockets. • If the student refuses, physical restraint may be used to remove these items.
- He/she will spend time in the isolation room until he is calm for at least 10 continuous minutes. • Schoolwork will then be given to the student to complete in the Time-Out Room. When he/she has worked appropriately for 10 minutes, a staff member will discuss and problem solve why behaviors led to the door being closed.
- Student moves to the Safety Seat and problem solves with a staff member about the original issue of why he/she needed to move to the Safety seat.

Reference Policy No. 5101-Student Discipline Policy

Departure of School Grounds

If a student chooses to leave the school grounds without permission, the following steps will be taken:

1. Staff will try to intervene and encourage the student to return to school.
2. 911 will be called. We will provide them with a description of the student, time of departure, and general direction the student is traveling.
3. Contact parents/guardians
4. Contact local school district (if applicable)

Physical Assault

Physical assault will not be tolerated at The PLUS Center. Harassment of students, staff, or visitors by other students will not be tolerated at The PLUS Center. This policy is in effect while students are on school grounds, school district property, or on property within the jurisdiction of The PLUS Center, while on school-owned and/or school-operated transportation, while attending or engaged in school activities, and while away from school grounds if the misconduct directly affects the good order, efficient management and welfare of the school. Such assaults may result in In-School Suspension, Out-of-School Suspension, or police reports with charges being filed. If a physical assault occurs, the steps that may be followed are:

1. Contact local law enforcement agency
2. Contact parents/guardians
3. Contact local school district (if applicable)

Police Report

The PLUS Center will notify the appropriate local school district and parent/guardian if police are needed for assistance with a student. The PLUS Center will communicate any pertinent information concerning the situation with both parties.

The Local School District

The student's local school district shall always maintain a copy of all records of the student. The local school districts policies and procedures shall always be considered when working with a student. Each district has developed procedures that are followed and a parent can request a copy of each local school district's policy at any time if they have not received one.

Parental Rights in Special Education

All parents and/or guardians should have received a copy of the Nebraska Department of Education handout that reviews all parental rights within state and federal guidelines. Any parent who needs one may request another copy from The PLUS Center and/or their local school district.

Student Records

Student records shall be destroyed five years after the student has been withdrawn from The PLUS Center program. If a parent/guardian would want The PLUS Center record before it is destroyed, a request, in writing, must be submitted.

Therapeutic Crisis Intervention

The PLUS Center uses The Mandt System to provide the staff with the knowledge and skills to respond and de-escalate inappropriate student behaviors. Staff members, trained in the Mandt System, provide positive methods for managing students in crisis. Intervention approaches include awareness of the child and the environment, behavior management, and active listening.

Physical restraint principles and techniques are part of the Mandt training if needed. The physical restraint techniques are done in a manner that conveys a sense of caring and protection to the student, and maintains the dignity of both the student and the adult. Physical restraint is only used when the student may be physically endangering himself/herself or others .

I/we understand that Mandt crisis intervention techniques are used and what that involves for the safety of my child and the others in the program at The PLUS Center.

Parent/Guardian Signature

Date

Intake Meeting Checklist

Student Name: _____ Grade: _____ Date: _____

- Introductions
 - Parents/Guardians
 - Students
 - PLUS Teacher
 - SpEd Teacher
 - Building Administrator
 - School Psychologist
 - SpEd Director
 - Others as appropriate

- Tour of Building
- Discuss goals of student
- Review handbook
- New Folder
- Class Roster
- Lunch Payment if applicable
- Lunch Application Send to Rhonda Salazar, and Copy I File if applicable
- Copy of Enrollment Card to: Secretary, Counselor, Nurse if applicable
- Billing Sheet to Jenni Serkiz if applicable
- Infinite campus - changes if applicable
- Infinite campus - Student Schedule if applicable
- Parent Signatures
 - Restraint/Seclusion signature page
 - Understanding of rules/procedures signature page
 - Permit to administer medication
 - Student Health History (can be taken home and returned)
 - HIPPA/FERPA signature page
 - Free and Reduced Lunch form in applicable (can be taken home and returned)
- Review daily point sheet
- Review transportation procedures
 - Set up pick up/drop off times
- Review Edgenuity
- Other topics:

Orientation Checklist

Student Name: _____ **Grade:** _____

Orientation Dates: _____ **to** _____

- Welcome
- Introductions to other staff and students
- Tour
- Review daily schedule/procedures
- Review daily expectations
- Review daily point sheet
- Review each Tier
- Review Edgenuity
- Review Student BIP including safety plan
- Questionnaire for reinforcers/motivators
- Other:

Staff Completion Signature: _____ **Date:** _____

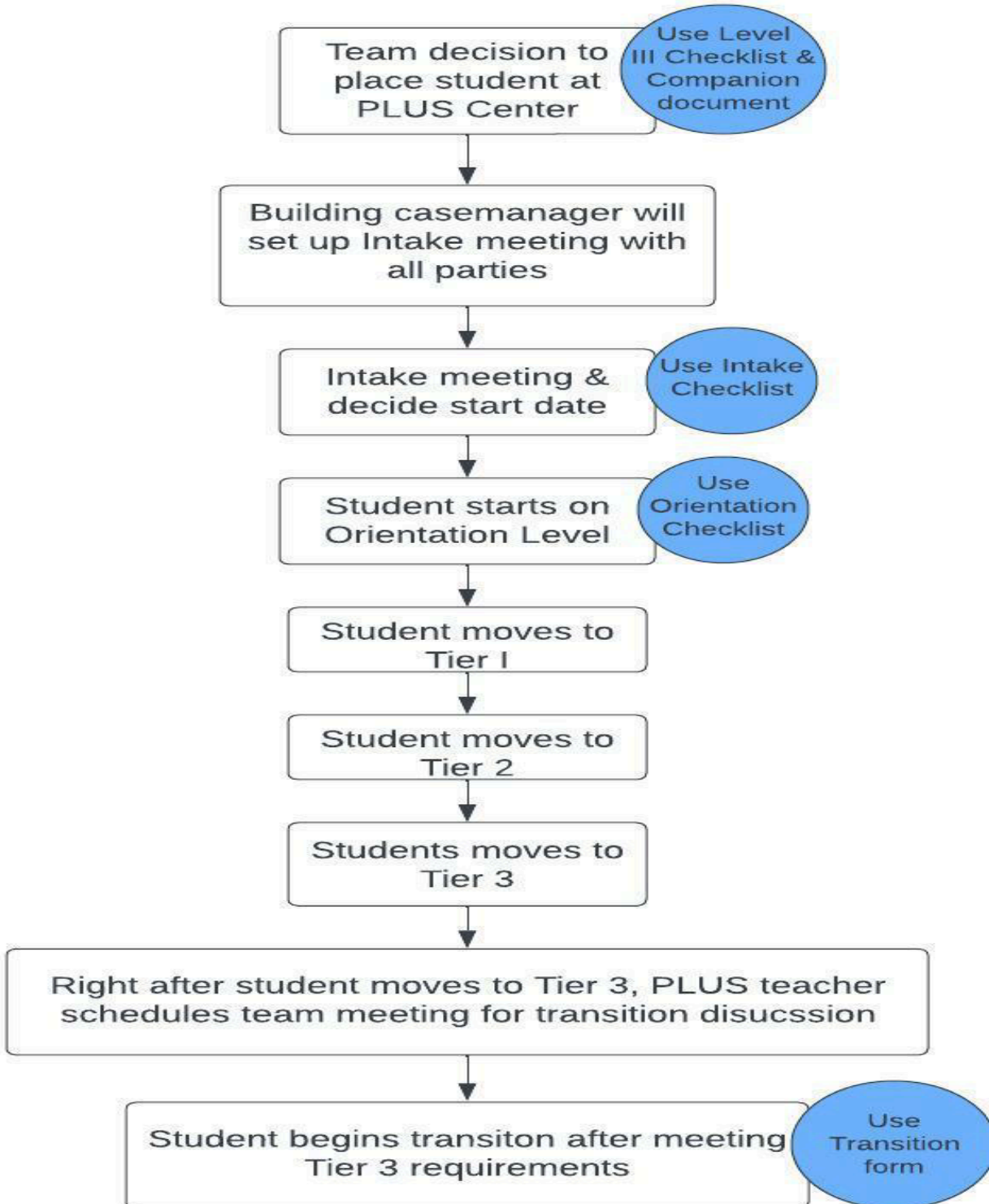
PLUS Tier System

	Tier One	Tier Two	Tier Three
Behavior/Academic Goals	<ul style="list-style-type: none"> • Earn 38/48 points (80%) on Daily Point Sheet • Daily Academic Goal is listed on Daily Point Sheet • Students must earn passing grades on all academic tasks. 	<ul style="list-style-type: none"> • Earn 41/48 points (85%) on Daily Point Sheet • Daily Academic Goal is listed on Daily Point Sheet • Students must earn passing grades on all academic tasks. 	<ul style="list-style-type: none"> • Earn 43/48 points (90%) on Daily Point Sheet • Daily Academic Goal is listed on Daily Point Sheet • Students must earn passing grades on all academic tasks

PLUS Tier System Progression

Orientation	Tier One	Tier Two	Tier Three
<p>All Student's Begins on Orientation Level</p> <ul style="list-style-type: none"> • Can last 2-5 days • Introductions • Tour • Review Handbook • Review Expectations, Rules, Procedures • Review Edgenuity • Questionnaire for motivators/reinforcers • Review Daily Point Sheet 	<p>Team Would Discuss a Move to Tier Two When:</p> <ul style="list-style-type: none"> • Meet Academic Work Goal for 5 consecutive days • Earn 38/48 points (80%) on Daily Point Sheet for 5 consecutive days • No 'Big 5' behavior 	<p>Team Would Discuss a Move to Tier Three When:</p> <ul style="list-style-type: none"> • Meet Academic Work Goal for 20 non-consecutive days • Earn 41/48 points (85%) on Daily Point Sheet or 20 non-consecutive days • No 'Big 5' behavior - any 'Big 5' behavior results in moving back to previous level 	<p>Team Begins Transition Back to Home School When:</p> <ul style="list-style-type: none"> • Meet Academic Work Goal for 40 non-consecutive days • Earn 43/48 points (90%) on Daily Point Sheet for 40 non-consecutive days • No 'Big 5' behavior - any 'Big 5' behavior results in moving back to previous level

PLUS Center Process



PLUS Student Transition Plan

Student Name: _____ Grade: _____ Date: _____

Anticipated Beginning Transition Date: _____

Class Period/Length of Time Student will Transition into

--

Target Expectations At Home School when Transitioning

Academic

Behavior

--

--

Safety Plan for Student (building administrator shares with applicable staff)

--

Our Response if there are Issues

Minor Issues

Major Issues

--

--

Anticipated Additional Time

Added When

Period/Length of Time

--

--

Parent Communication

--

PLUS Center Exit Survey - Student

- I received a tour of the PLUS Center.
- PLUS Center staff reviewed the handbook with me.
- PLUS Center staff explained the expectations to me.
- PLUS Center staff explained the three tiers to me, including what is required to move from one tier to the next.
- PLUS Center staff discussed my individual goals and daily point sheet with me.
- PLUS Center staff communicated regularly with me regarding my behavioral progress.
- PLUS Center staff communicated regularly with me regarding my academic progress.
- I was given appropriate support to meet my behavior goals.
- I was given appropriate support to meet my academic goals.
- I experienced behavioral success while at the PLUS Center.
- I experienced academic success while at the PLUS Center.
- I experienced a smooth transition back to my home school.
- The PLUS Center prepared me to be successful at my home school.

What went well at the PLUS Center and was helpful for you?

Do you have any suggestions to improve the PLUS Center program?

PLUS Center Exit Survey - Parent

- My child and I received a tour of the PLUS Center.
- PLUS Center staff reviewed the handbook with my child and me.
- PLUS Center staff explained the expectations to my child and me.
- PLUS Center staff explained the three tiers to my child and me, including what is required to move from one tier to the next.
- PLUS Center staff discussed my child's individual goals and daily point sheet with my child and me.
- PLUS Center staff communicated regularly with me regarding my child's behavioral progress.
- PLUS Center staff communicated regularly with me regarding my child's academic progress.
- My child was given appropriate support to meet his or her behavior goals.
- My child was given appropriate support to meet his or her academic goals.
- My child experienced behavioral success while at the PLUS Center.
- My child experienced academic success while at the PLUS Center.
- My child experienced a smooth transition back to his or her home school.
- The PLUS Center prepared my child to be successful at his or her home school.

What went well at the PLUS Center and was helpful for you and your child?

Do you have any suggestions to improve the PLUS Center program?

Receipt of Notification and Understanding of PLUS Handbook Rules and Procedures

I have received a 2024-2025 PLUS Center Student and Parent Handbook, and understand the contents. I realize that I am responsible for knowing and following the rules and procedures contained in the handbook. I will share this information with my child.

Parent/Guardian Signature

Date

PERMIT TO ADMINISTER MEDICATION

In order for school personnel to administer medication to a student, it is necessary to have written permission from a parent/guardian. A permit is required for the dispensing of any medication including Tylenol and other over-the-counter type medications. School policy requires the following conditions be met before a medication will be dispensed:

1. A signed permit is submitted to the school nurse or principal.
2. "Prescribed" medication to be administered MUST be in a prescription container, properly labeled, including: child's name, physician's name, name of medication, and directions for administering. *Your pharmacist will provide you with an extra medication container if you ask.*
3. "Over-the-counter" medications must be provided by parent/guardian and be in the ORIGINAL manufacturer's container, not baggies or envelopes.
4. This form has been reviewed and signed by parent/guardian for the current school year.

NO medication will be administered past the expiration date.

I give permission to the Plattsmouth Community Schools to administer medication to:

<i>Student's Name</i>	<i>Grade</i>
-----------------------	--------------

as directed by our physician, _____
Doctor's Name

<i>Medication</i>	<i>Amount</i>	<i>Time</i>
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<i>Date of First Dose</i>	<i>Date of Last Dose</i>
---------------------------	--------------------------

Reason for receiving medication: _____

I have reviewed and approve of this medication permit for the 2024-2025 school year:

<i>Parent/Guardian Signature</i>	<i>Phone</i>	<i>Date</i>
----------------------------------	--------------	-------------

PLATTSMOUTH COMMUNITY SCHOOLS STUDENT HEALTH HISTORY TO BE COMPLETED BY PARENT

STUDENT _____ GRADE _____ DOB _____ AGE _____ MALE _____ FEMALE _____

PARENT/GUARDIAN SIGNATURE

DOCTOR NAME/NUMBER

DENTIST NAME/NUMBER

Please check any health problems your child has had. This information is very helpful in providing health services and programs for your student.

<p>Allergies</p> <p>Seasonal Hay Fever</p> <p>Foods _____</p> <p>Drugs _____</p> <p>Fumes _____</p> <p>Insect /bee stings</p> <p> Has a bee sting kit</p> <p>Animals _____</p> <p>Other _____</p>	<p>Blood Disorders</p> <p>Anemia</p> <p>Hemophilia</p> <p>Leukemia</p> <p>Frequent Nosebleeds</p> <p>Other _____</p> <p>Stomach/Intestinal Problems</p> <p>Gastric Reflux/Heartburn</p> <p>Constipation</p> <p>Other _____</p>	<p>Congenital Conditions</p> <p>Cleft Palate</p> <p>Down's Syndrome</p> <p>Growth disturbances*</p> <p>Other _____</p> <p>Orthopedic Problems</p> <p>Scoliosis*</p> <p>Osgood-Schlatters</p> <p>Other _____</p>
<p>Heart Problems*</p> <p>Murmur*</p> <p>Congenital defects*</p> <p>Other _____</p> <p>Respiratory Problems</p> <p>Asthma/RAD*</p> <p> Uses inhaler</p> <p>Frequent sore throats/colds</p> <p>Sinusitis</p> <p>Other _____</p>	<p>Neuromuscular Disorders</p> <p>Dizzy/fainting spells*</p> <p>Convulsions/seizures*</p> <p>Frequent headaches</p> <p>Migraine headaches</p> <p>ADD/ADHD</p> <p> Treated with medication</p> <p>Other _____</p>	<p>Other Conditions</p> <p>Developmental Delay</p> <p>Learning Disability</p> <p>Skin Issues/Eczema</p> <p>Burns-Severe</p> <p>Dental/Orthodontic issues</p> <p>Cancer*</p> <p>Speech issues</p> <p>Fractures</p> <p>Surgeries</p> <p>Serious Injuries</p> <p>Other _____</p>
<p>Endocrine Disorders</p> <p>Diabetes/Onset Date _____</p> <p>Hypoglycemia</p> <p>Thyroid Problems</p> <p>Other _____</p>	<p>Eye Disorders</p> <p>Blind-Right/Left/Both Eyes</p> <p>Glasses/Contacts</p> <p>Eye Surgeries</p> <p>Other _____</p>	<p>Birth Issues _____</p> <p>Birth Weight _____</p>

<p>Nutritional/Metabolic Problems</p> <p>Anorexia/Bulimia</p> <p>Over/Underweight</p> <p>Special Diet*</p> <p>Other _____</p> <p>Communicable Diseases</p> <p>Chicken Pox</p> <p>Strep Throat</p> <p>Scarlet Fever</p> <p>Mononucleosis</p> <p>Tuberculosis</p> <p>Other _____</p>	<p>GU Conditions</p> <p>Incontinence*</p> <p>Kidney/Bladder Infections</p> <p>Severe Menstrual Pain</p> <p>Other _____</p> <p>Hearing Disorders</p> <p>Hearing loss-Right/Left/Both Ears*</p> <p>Frequent ear infections</p> <p>Tubes in ears</p> <p>Other _____</p>	<p>Does any close relative have a history of:</p> <p>Anemia</p> <p>Asthma</p> <p>Cancer</p> <p>Diabetes</p> <p>Epilepsy</p> <p>Heart Disease</p> <p>High/Low Blood Pressure</p>
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Any other medical information you feel would be helpful: _____

Please use this space to further explain any starred* categories that have been checked or other information that would be helpful: _____

Do you feel your child should have any restrictions, limitations or special needs? Yes No If yes, why? _____

How is healthcare provided for this student?

Insurance through employment Medicaid Military Private insurance No insurance, pay personally Other



Plattsmouth Community School District Central Office
1912 Old Highway 34
Plattsmouth, NE 68048
Dr. Richard E. Hasty, Superintendent
Dr. Cherie Larson, Director of Instructional Services
Mrs. Amanda Wright, Special Education Administrator
Phone: (402) 296-3361 Fax: (402) 296-2667
www.pcsd.org

*Working together to achieve **A**cademic success, respectful **B**ehavior, and **C**areer readiness in a **S**afe environment*

As prescribed in *HIPAA* and *FERPA*, (the Health Insurance Portability and Accountability Act and the Family Educational Rights and Privacy Act) I give Plattsmouth Community School Nurses permission to forward health information on a need-to-know basis. This includes but is not limited to alerting school staff to watch for symptoms, and sharing pertinent data with Emergency Medical Technicians, in case of an emergency.

By signing this permit, I grant permission for the school nurse, if needed, to contact my student's prescribing/ordering physician or therapist for clarification of medication administration and/or treatment procedures.

This authorization to release information expires when the student is no longer enrolled in Plattsmouth Community Schools.

This authorization can be revoked by sending a written statement to the school from the custodial parent/guardian. If custody of the child changes, the form can be reissued and signed by the custodial parent.

Student's Name	Grade	Anticipated Graduation Date
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Parent/Guardian Signature	Date
---------------------------	------



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August 12, 2010

TO WHOM IT MAY CONCERN:

For payment of any fees, the District will accept cash, credit card, debit card, cashier's check, or money order. Personal checks will not be accepted. Credit/debit card payments will be a safer alternative to checks coming to school in book bags or mailed to us and will eliminate the issues of lost or misplaced checks not being applied to the proper student account.

At this time, we can process debit/credit cards at the Administration Center, 1912 Old. Hwy. 34, Plattsmouth, Nebraska. Feel free to come in between 7:30 a.m. and 5:00 p.m. Monday through Friday during regularly scheduled school days to make payments. You can also set up an account through Infinite Campus and pay through your portal.

Payments are no longer accepted by calling the Administration Center. As always, you can set up on-line lunch payments through our web-based system. Please contact Rhonda Salazar for more information about setting up on-line lunch payments.

If you have any questions, feel free to call the Administration Center at 296-3361 and we will assist you. Thank you for your cooperation as we move to this method of payment.

Dr. Richard E. Hasty Superintendent

Activities

Concussions

1. Training.

The Superintendent or designee shall make available training approved by the chief medical officer of the State on how to recognize the symptoms of a concussion or brain injury and how to seek proper medical treatment for a concussion or brain injury to all coaches of school athletic teams.

2. Education.

The Superintendent or designee shall require that concussion and brain injury information be provided on an annual basis to students and the students' parents or guardians prior to such students initiating practice or competition. The information provided to students and the students' parents or guardians shall include, but need not be limited to:

- a. the signs and symptoms of a concussion;
- b. the risks posed by sustaining a concussion; and
- c. the actions a student should take in response to sustaining a concussion, including the notification of his or her coaches.

3. Response to Concussions.

- a. Removal. A student who participates on a school athletic team shall be removed from a practice or game when he or she is reasonably suspected of having sustained a concussion or brain injury in such practice or game after observation by a coach or a licensed health care professional who is professionally affiliated with or contracted by the school.
- b. Return-to-Play. A student who has been removed from a practice or game as a result of being reasonably suspected of having sustained a concussion or brain injury shall not be permitted to participate in any school supervised team athletic activities involving physical exertion, including, but not limited to, practices or games, until the student: (i) has been evaluated by a licensed healthcare professional, (ii) has received written and signed clearance to resume participation in athletic activities from the licensed healthcare professional, and (iii) has submitted the written and signed clearance to resume participation in athletic activities to the school accompanied by written permission to resume participation from the student's parent or guardian.

The coach or administration may require that the student's return to full activities be on a stepwise progression back to full participation, or otherwise establish conditions for return to participation that are more restrictive than those defined by the licensed health care professional if the coach or an administrator reasonably deems such to be appropriate.

The signature of an individual who represents that he or she is a licensed healthcare professional on a written clearance to resume participation that is provided to the school shall be deemed to be conclusive and reliable evidence that the individual who signed the clearance is a licensed healthcare professional. The school is not required to determine or verify the individual's qualifications.

- c. Parent Notification. If a student is reasonably suspected after observation of having sustained a concussion or brain injury and is removed from an athletic activity per the preceding paragraph, the parent or guardian of the student shall be notified by the Superintendent or designee of the date and approximate time of the injury suffered by the student, the signs and symptoms of a concussion or brain injury that were observed, and any actions taken to treat the student.

d. Return to Learn. The Superintendent or designee shall develop a return to learn protocol for students who have sustained a concussion. The return to learn protocol shall recognize that students who have sustained a concussion and returned to school may need informal or formal accommodations, modifications of curriculum, and monitoring by medical or academic staff until the student is fully recovered.

4. Responsibility of Coaches.

Coaches shall comply with this policy and apply their safety and injury prevention training. A coach who fails to do so is subject to disciplinary action, including but not limited to termination of employment.

5. Students and Parents.

It is recognized that coaches cannot be aware of every incident in which a student has symptoms of a possible concussion or brain injury. As such, students and their parents have a responsibility to honestly report symptoms of a possible concussion or brain injury to the student's coaches on a timely basis.

Legal Reference: Neb. Rev. Stat. §§ 71-9102 to 71-9106

Date of Adoption: August 8, 2011

Reviewed: Nov. 14, 2011, Nov. 12, 2012

Revised: Aug. 12, 2013

Reviewed: Nov. 11, 2013

Revised: July 14, 2014

Reviewed: Nov. 10, 2014, Nov. 9, 2015, Nov. 14, 2016, Nov. 13, 2017, Nov. 12, 2018, Jan. 13, 2020, Dec. 14, 2020, Dec. 12, 2022, Jan. 10, 2022

Part 1: Children in School						
List names of all children, including foster children, in school. If all children listed are foster, skip to Part 4 to sign the form. (First, Middle Initial, Last Name)	Check box below if a foster child					
	<input type="checkbox"/>	Name of School Child Attends			Grade	
	<input type="checkbox"/>					
	<input type="checkbox"/>					
	<input type="checkbox"/>					
	<input type="checkbox"/>					
Part 2: Assistance Programs – SNAP, TANF or FDIPIR Benefits						
Enter MASTER CASE NUMBER if household qualifies for SNAP, TANF or FDIPIR: (Social Security numbers, Medicaid numbers and EBT numbers are not accepted.) Skip to Part 4. 						
Part 3: Total Household Gross Income – You must tell us how much and how often.						
1. Household Members	2. Gross Income (before taxes) and How Often it was Received					
List everyone in the household, current income each person earns in whole dollars (no cents) & how often. Entering "0" or leaving the income field blank certifies no income to report. A foster child's personal use income must be listed.	Earnings from Work before deductions		Public Assistance, Child Support, Alimony		Pensions, Retirement and All Other Income	
	Income	How often	Income	How often	Income	How often
Total Number of Household Members: _____ (Children and Adults)	Last four digits of Social Security Number (SSN) of the adult signing this form: XXX – XXX – _____				Check if no SSN <input type="checkbox"/>	
Part 4: Adult Signature and Contact Information – An adult household member must sign the application.						
"I certify (promise) that all information on this application is true and that all income is reported. I understand that this information is given in connection with the receipt of Federal funds and that school officials may verify (check) the information. I am aware that if I purposely give false information, my children may lose meal benefits and I may be prosecuted under applicable State and Federal laws."						
Sign here:	Print name:			Date:		
Street Address (if available):			Zip:	Daytime Phone:		
Part 5: Children's Ethnic and Racial Identities – Optional						
Check one Ethnic Identity: – and – Check one or more Racial Identities:						
<input type="checkbox"/> Hispanic or Latino	<input type="checkbox"/> Asian	<input type="checkbox"/> Black or African American	<input type="checkbox"/> Native Hawaiian or other Pacific Islander			
<input type="checkbox"/> Not Hispanic or Latino	<input type="checkbox"/> White	<input type="checkbox"/> American Indian or Alaskan Native				
Do Not Fill Out the Section Below - For School Use Only						
Annual Income Conversion: Weekly X 52; Every 2 weeks X 26; Twice a month X 24; Monthly X 12						
Total Household Size: _____	<input type="checkbox"/> Free		<input type="checkbox"/> Reduced		<input type="checkbox"/> Denied	
Total Income: _____ per	<input type="checkbox"/> Income				Reason for denial:	
<input type="checkbox"/> Year <input type="checkbox"/> Month <input type="checkbox"/> 2 X Mo <input type="checkbox"/> Every 2 Wks <input type="checkbox"/> Week	<input type="checkbox"/> Categorically eligible:				<input type="checkbox"/> Income too high	
	<input type="checkbox"/> SNAP/TANF/FDIPIR				<input type="checkbox"/> Incomplete application	
	<input type="checkbox"/> Foster Child					
Signature of Determining Official:				Date Approved:		
FOR THE VERIFICATION PROCESS ONLY:						
Signature of Confirming Official:				Date Confirmed:		Date Withdrawn From School:
Signature of Verifying Official:				Date Verified:		

Lunch Room & Food Service Guidelines

Plattsmouth Community Schools offers breakfast and lunch every day with a focus on lots of choices and good nutrition. The school food service program is a pre-pay system. There must be funds in your account for your child to make purchases. The district reserves the right to block any account that is delinquent. If a family account has a negative balance, your account may be inactivated and your student will not be able to make any purchases on the family account. An alternate meal may be provided to your child if your account is delinquent. We understand families may have emergency situations. We can work with you to set up payment arrangements for your account, if you contact us.

We strive to assist parents with their efforts to maintain a positive account balance by providing notice of a low balance. Food service staff will give verbal reminders to students. Please sign up for low balance notices via email thru Infinite Campus. You can monitor your account balance online at anytime thru Infinite Campus. We encourage parents to enroll in the online payment system thru Infinite Campus. All foodservice payments made online post directly to your family account. Debit and credit card payments can be made at the District Central Office or by phone 402-296-3361. Cash payments can be made at your child's school. **We do not accept checks.**

If you have any questions regarding your family meal account, please contact us at 402-296-3361 ext. #2806 - rsalazar@pcsd.org

All families who qualify for free or reduced price meals must fill out a new application form each school year. Families that fail to turn in a new application will be charged full price for meals. Parents are responsible for all charges on the account until a new application has been received and processed. Applications will be available late July or early August. If you do not receive an application by the beginning of school please contact the food service office.

Our school district currently operates our own food service program. All menus along with nutritional information are posted online.

The school food service program operates under USDA guidelines.

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

Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotope, American Sign Language, etc.), should contact the Agency (State or local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English. To file a program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, (AD-3027) found online at: http://www.ascr.usda.gov/complaint_filing_cust.html, and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by: (1) Mail: U.S. Department of Agriculture Office of the Assistant Secretary for Civil Rights 1400 Independence Avenue, SW Washington, D.C. 20250-9410 (2) Fax: (202) 690-7442; or (3) Email: program.intake@usda.gov

This institution is an equal opportunity provider.

The Board of Education of Plattsmouth Community Schools adopts the following student fees policy in accordance with the Public Elementary and Secondary Student Fee Authorization Act.

The District's general policy is to provide for the free instruction in school in accordance with the Nebraska Constitution and state and federal law. This generally means that the District's policy is to provide free instruction for courses which are required by state law or regulation and to provide the staff, facility, equipment, and materials necessary for such instruction, without charge or fee to the students.

The District does provide activities, programs, and services to children that extend beyond the minimum level of constitutionally required free instruction. Students and their parents have historically contributed to the District's efforts to provide such activities, programs, and services. The District's general policy is to continue to encourage and, to the extent permitted by law, to require such student and parent contributions to enhance the educational program provided by the District.

Under the Public Elementary and Secondary Student Fee Authorization Act, the District is required to set forth in a policy its guidelines or policies for specific categories of student fees. The District does so by setting forth the following guidelines and policies. This policy is subject to further interpretation or guidance by administrative or Board regulations, which may be adopted from time to time. The Policy includes Appendix "I," which provides further specifics of student fees and materials required of students for the 2023-2024 school year. Parents, guardians, and students are encouraged to contact their building administration or their teachers or activity coaches and sponsors for further specifics.

- (1) Guidelines for non-specialized attire required for specified courses and activities. Students have the responsibility to furnish and wear non-specialized attire meeting general District grooming and attire guidelines, as well as grooming and attire guidelines established for the building or programs attended by the students or in which the students participate. Students also have the responsibility to furnish and wear non-specialized attire reasonably related to the programs, courses and activities in which the students participate where the required attire is specified in writing by the administrator or teacher responsible for the program, course or activity.

The District will provide or make available to students such safety equipment and attire as may be required by law, specifically including appropriate industrial-quality eye protective devices for courses of instruction in vocational, technical, industrial arts, chemical or chemical-physical classes which involve exposure to hot molten metals or other molten materials, milling, sawing, turning, shaping, cutting, grinding, or stamping of any solid materials, heat treatment, tempering, or kiln firing of any metal or other materials, gas or electric arc welding or other forms of welding processes, repair or servicing of any vehicle, or caustic or explosive materials, or for laboratory classes involving caustic or explosive materials, hot liquids or solids, injurious radiations, or other similar hazards. Building administrators are directed to assure that such equipment is available in the appropriate classes and areas of the school buildings, teachers are directed to instruct students in the usage of such devices and to assure that students use the devices as required, and students have the responsibility to follow such instructions and use the devices as instructed.

(2) Personal or consumable items & miscellaneous

(a) Extracurricular Activities. Students have the responsibility to furnish any personal or consumable items for participation in extracurricular activities.

(b) Courses

(i) General Course Materials. Items necessary for students to benefit from courses will be made available by the District for the use of students during the school day. Students may be encouraged, but not required, to bring items needed to benefit from courses including, but not limited to, pencils, paper, pens, erasers, notebooks, trappers, protractors and math calculators. A specific class supply list will be published annually in a Board-approved student handbook or supplement or other notice. The list may include refundable damage or loss deposits required for usage of certain District property.

(ii) Damaged or Lost Items. Students are responsible for the careful and appropriate use of school property. Students and their parents or guardian will be held responsible for damages to school property where such damage is caused or aided by the student and will also be held responsible for the reasonable replacement cost of school property which is placed in the care of and lost by the student.

(iii) Materials Required for Course Materials. Students are permitted to and may be encouraged to supply materials for course projects. Some course projects (such as projects in art and shop classes) may be kept by the student upon completion. In the event the completed project has more than minimal value, the student may be required, as a condition of the student keeping the completed project, to reimburse the District for the reasonable value of the materials used in the project. Standard project materials will be made available by the District. If a student wants to create a project other than the standard course project, or to use materials other than standard project materials, the student will be responsible for furnishing or paying the reasonable cost of any such materials for the project.

(iv) Music Course Materials. Students will be required to furnish musical instruments for participation in optional music courses. Use of a musical instrument without charge is available under the District's fee waiver policy. The District is not required to provide for the use of a particular type of musical instrument for any student.

(v) Parking. Students may be required to pay for parking on school grounds or at school-sponsored activities, and may be subject payment of fines or damages for damages caused with or to vehicles or for failure to comply with school parking rules.

(3) Extracurricular Activities-Specialized equipment or attire.

Extracurricular activities means student activities or organizations which are supervised or administered by the District, which do not count toward graduation or advancement between grades, and in which participation is not otherwise required by the District. The District will generally furnish students with specialized equipment and attire for participation in extracurricular activities. The District is not required to provide for the use of any particular type of equipment or attire. Equipment or attire fitted for the student and which the student generally wears exclusively, such as dance squad, cheerleading, and music/dance activity (e.g. choir or show choir) uniforms and outfits, along with T-shirts for teams or band members, will be required to be provided by the participating student. The cost of maintaining any equipment or attire, including uniforms, which the student purchases or uses exclusively, shall be the responsibility of the participating student. Equipment which is ordinarily exclusively used by an individual student participant throughout the year, such as golf clubs, softball gloves, and the like, are required to be provided by the student participant. Items for the personal medical use or enhancement of the student (braces, mouth pieces, and the like) are the responsibility of the student participant. Students have the responsibility to furnish personal or consumable equipment or attire for participation in extra curricular activities or for

paying a reasonable usage cost for such equipment or attire. For musical extracurricular activities, students may be required to provide specialized equipment, such as musical instruments, or specialized attire, or for paying a reasonable usage cost for such equipment or attire.

(4) Extracurricular Activities-Fees for participation. Any fees for participation in extracurricular activities for the 2021-2022 school year are further specified in Appendix "1." Admission fees are charged for extracurricular activities and events.

(5) Postsecondary education costs. Students are responsible for postsecondary education costs. The phrase "postsecondary education costs" means tuition and other fees only associated with obtaining credit from a postsecondary educational institution. For a course in which students receive high school credit and for which the student may also receive postsecondary education credit, the course shall be offered without charge for tuition, transportation, books, or other fees, except tuition and other fees associated with obtaining credits from a postsecondary educational institution.

(6) Transportation costs. Students are responsible for fees established for transportation services provided by the District as and to the extent permitted by federal and state laws and regulations.

(7) Copies of student files or records. The Superintendent or the Superintendent's designee shall establish a schedule of fees representing a reasonable cost of reproduction for copies of a student's files or records for the parents or guardians of such student. A parent, guardian or student who requests copies of files or records shall be responsible for the cost of copies reproduced in accordance with such fee schedule. The imposition of a fee shall not be used to prevent parents of students from exercising their right to inspect and review the students' files or records and no fee shall be charged to search for or retrieve any student's files or records. The fee schedule shall permit one copy of the requested records be provided for or on behalf of the student without charge and shall allow duplicate copies to be provided without charge to the extent required by federal or state laws or regulations.

(8) Participation in before-and-after-school or pre-kindergarten services. Students are responsible for fees required for participation in before-and-after-school or pre-kindergarten services offered by the District, except to the extent such services are required to be provided without cost.

(9) Participation in summer school or night school. Students are responsible for fees required for participation in summer school or night school. Students are also responsible for correspondence courses.

(10) Breakfast and lunch programs. Students shall be responsible for items which students purchase from the District's breakfast and lunch programs. The cost of items to be sold to students shall be consistent with applicable federal and state laws and regulations. Students are also responsible for the cost of food, beverages, and personal or consumable items which the students purchase from the District or at school, whether from a "school store," a vending machine, a booster club or parent group sale, a book order club, or the like. Students may be required to bring money or food for field trip lunches and similar activities.

(11) Waiver Policy. The District's policy is to provide fee waivers in accordance with the Public Elementary and Secondary Student Fee Authorization Act. Students who qualify for free or reduced-price lunches under United States Department of Agriculture child nutrition programs shall be provided a fee waiver or be provided the necessary materials or equipment without charge for: (1) participation in extracurricular activities and (2) use of a musical instrument in optional music courses that are not extracurricular activities. Participation in a free-lunch program or reduced-price lunch program is not required to qualify for free or reduced price lunches for purposes of this section. Students or their parents must request a fee waiver prior to participating in or attending the activity, and prior to purchase of the materials.

(12) Distribution of Policy. The Superintendent or the Superintendent's designee shall publish the District's student fee policy in the Student Handbook or the equivalent (for example, publication may be made in an addendum or a supplement to the student handbook). The

Student Handbook or the equivalent shall be made available to every student of the District or to every household in which at least one student resides, at no cost.

(13) Student Fee Fund. The School Board hereby establishes a Student Fee Fund. The Student Fee Fund shall be a separate school district fund not funded by tax revenue, into which all money collected from students and subject to the Student Fee Fund shall be deposited and from which money shall be expended for the purposes for which it was collected from students. Funds subject to the Student Fee Fund consist of money collected from students for: (1) participation in extracurricular activities, (2) postsecondary education costs, and (3) summer school or night school.

CERTIFICATION

On the 13th day of June, 2023, the school board held a public hearing at a meeting of the school board on a proposed student fee policy. Such public hearing followed a review of the amount of money collected from students pursuant to, and the use of waivers provided in, the student fee policy for the preceding school year. The foregoing student fee policy was adopted after such public hearing by a majority vote of the school board at an open public meeting in compliance with the public meetings in compliance with the public meetings laws.

Superintendent or Other Authorized School Official

Legal References:

Neb. Rev. Stat. §§79-2,125 to 79-2,135 and Laws 2003, LB 249 (The Public Elementary and Secondary Student Fee Authorization Act)

Neb. Constitution, Article VII, section 1.

Neb. Rev. Stat. §§79-241, 79-605, and 79-611(transportation)

Neb. Rev. Stat. §79-2,104 (student files or records)

Neb. Rev. Stat. §79-715 (eye-protective devices)

Neb. Rev. Stat. §79-737 (liability of students for damages to school books) Neb. Rev. Stat. §79-1104 (before-and-after-school or pre-kindergarten services)

Neb. Rev. Stat. §§79-1106 to 79-1108.03 (accelerated or differentiated curriculum program)

Date of Adoption: July 9, 2012

Reviewed: Apr. 8, 2013, July 8, 2013, July 14, 2014, Apr. 13, 2015, Apr. 11, 2016, Apr. 19, 2017

Revised: June 12, 2017, June 11, 2018, June 10, 2019, June 8, 2020, June 14, 2021, June 13, 2022, June 13, 2023

**Appendix "1" to 2023-2024 Student Fees Policy of
Plattsmouth Community Schools
Additional Specification of Required Materials and Fees¹**

Program	General Description of Fee or Material	\$ Amount of Fee (Anticipated or Maximum)² or Specific Material Required
Elementary Program		
Physical Education Classes	Appropriate clothing (non-specialized attire)	Tennis shoes and white socks, running shorts, T-shirt
Art classes and special projects or events	Appropriate clothing (non-specialized attire)	Old shirt for painting; other clothing which may get paint on it or otherwise be damaged
Music Music -Optional Blue Notes Honor Choir		Musical instruments and accessories are provided. Recorders can be purchased for \$2.50.
Classroom supplies	General supplies, such as writing instruments (pens, pencils, crayons, markers), notebooks, etc.	None--necessary classroom supplies will be made available by the school. Students will be responsible for the replacement cost of damaged or lost supplies. Students are encouraged but not required to bring items from class supply lists that may be handed out by the office or individual teachers.
End of year lost or damaged books	Damage fee or replacement cost	Fees and fines up to \$5.00 for damaged books. Lost books or ruined books are charged replacement cost, generally at a maximum of \$85.00.

¹ This listing is a part of the 2023-2024 Student Fees Policy and is intended to provide supplemental information. For additional specifications, refer to the Policy.

² Generally, dollar amounts are stated in terms of "maximums." The actual fee or charge may be less during the 2023-2024 school year.

Field Trips	Transportation and admission costs of field trips	None-costs of school sponsored, class-related field trips will be paid for by the school. Parents may be encouraged but not required to pay for field trip costs of up to \$10.00 per student for each field trip to defray costs. Meals on field trips will be at the expense of the student. School lunches will be provided as needed for free-reduced lunch eligible students.
Summer school courses	Classes offered during the summer, or at night, if any	
Copies	Use of school copiers (except for one copy of the student file, which will be provided without charge).	Ten cents (.10) per page when charges apply.
School Meals		Student Breakfast-\$2.20 Student Lunch-\$2.95 Milk-\$0.50 Staff Breakfast-\$2.40 Staff Lunch-\$4.25 Prices are maximums based on one meal per day, will vary depending on the number of meals or items purchased by the student, and may be adjusted during the year.
Middle and High School Programs	General Description of Fee or Material	Amount of Fee (Anticipated or Maximum) or Specific Material Required
Physical Education classes	Appropriate clothing (non-specialized attire)	Tennis shoes and white socks, running shorts, T-shirt
Art and shop classes and special projects, science classes	Appropriate clothing (non-specialized attire) Goggles-1 pair provided per year. If lost or damaged students are required to purchase a new pair. Project cost--	Old shirt for painting; other clothing which may get paint on it or otherwise be damaged; protective clothing for shop classes; approved protective goggles for science classes. Student pays cost that is beyond the standard project provided by the school.

Music Optional band courses	Musical instruments	Musical instruments and accessories (reeds, valve oil, etc.) Limited instruments available for use by any student. Instrument Rental Fee is \$75 per school year and \$30 per summer for use of school-owned instrument. White shirt and black pants. *There is also a \$50 band fee for all participants.
Choir-Optional courses	Choir materials and equipment	\$20 per year
Classroom Supplies	General supplies, such as writing instruments (pens, pencils, crayons, markers), notebooks, etc.	None--necessary classroom supplies will be made available by the school. Students will be responsible for the replacement cost of damaged or lost supplies. Students are encouraged but not required to bring items from class supply lists that may be handed out by the office or individual teachers.
Classroom Projects, i.e, Family & Consumer Science, Ind. Technology	Project Cost	Student pays cost that is beyond the standard project provided by the school.
Advanced math or science classes	Specialized calculators	Some calculators will be available at school. If lost or damaged a replacement fee will be assessed at a rate paid by the school. Students are encouraged but not required to purchase such equipment for their personal use.
Copies	Use of school copiers (except for one copy of the student file, which will be provided without charge)	Ten cents (.10) per page, when charges apply.
School Meals		MS and HS Student Breakfast-\$2.20 Student Lunch MS-\$3.05 Student Lunch HS-\$3.10 Milk-\$0.50 Staff Breakfast-\$2.40 Staff Lunch-\$4.25 *Prices are maximums based on one meal per day, will vary depending on the number of meals or items purchased by the student, and may be adjusted during the year.

Post-secondary education classes	Tuition and fees for college courses taken for credit.	None--Any postsecondary education costs are to be paid directly by students to the college.
End of year lost or damaged books	Damage fee or Replacement cost	Fees and fines up to \$5.00 for damaged books. Lost books or ruined books are charged replacement cost, generally at a maximum of \$100.00.

Yearbooks - Optional	School Book	Yearbooks are published and made available for purchase every year. MS \$25. HS Price varies from \$65 to \$105, depending upon when the yearbook is purchased. The earlier that it is purchased, the lower the cost.
College entrance tests and preparation	Prep programs & tests	Costs of college entrance tests or prep courses, such as ACT preparation tutoring, PSAT test, and ACT test, are optional and to be paid directly to the private companies involved.
Summer school courses	Classes offered during the summer, or at night, if any	Driver's education class: Approximately \$350. Credit recovery: \$100 per class.
Locker usage	Use of school padlock	\$5.00 fee if damaged or not returned at the end of the year.
Learning (1-to-1) Initiative (high school)	Laptop insurance (optional; if declined, student is responsible for the cost of repairs due to accidents/negligence)	\$35 per school year
Extracurricular and other programs	General Description of Fee or Material	Amount of Fee (Anticipated or Maximum) or Specific Item Required
Athletic Programs		
1. Activities Fees	Participation in extracurricular activities.	Grades 7-8: \$50 maximum. This fee does not include a high school activity pass. Grades 9-12: \$85 maximum for all NSAA activities, band and vocal. This fee covers entry fees and admission to high school activities as a spectator.
2. Admission	Spectator fees for admission to events	Admission prices will be \$7 for adults and \$5 for students for tournaments. Regular season ticket prices will be \$6 for adults and \$5 for students. Conference passes will be allowed. Sub-Varsity ONLY & Middle School athletic events will be \$4 for adults and \$3 for students. Admission prices will be \$5 for adults and \$4 for students for Sub-Varsity & Middle athletic tournaments. Students may purchase an Activity Ticket for \$60.00 per year for high school events and \$35 for middle school events. For District and Conference events hosted by the School, cost to be set by NSAA but not to exceed \$20.00 per event.

3. Athletic Physicals	NSAA required athletic physicals	Cost varies; payable directly to student's physician or clinic.
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4. Equipment and attire	Students are responsible for required equipment and attire appropriate to the sport or activity which are not provided by the school, and are responsible for any optional clothing, equipment, or other items associated with the sport or activity. Uniform items are checked out to students. If lost or damaged students will be assessed fees in the amount of replacement cost.	Required items include athletic undergarments (supporter, bra, socks and undershirts), practice attire, including shorts, shirts, socks and shoes suitable for the activity, and dress attire suitable for team travel. Optional items for which students are responsible include: personal athletic bags, hair ties, sweat bands, non-required gloves, towels, forearm pads and personal medical devices (braces, orthopedic inserts, etc.). Additional required items for particular sports or activities include:
		Basketball No additional
		Cross country No additional
		Football Mouthpiece
		Golf Golf bag & clubs
		Softball Softball glove
		Speech/Debate Dress attire; copies of research
		Track No additional
		Volleyball Volleyball knee pads
		Wrestling Wrestling head gear
		Cheerleading, Dance, & Flag Team Squads Shoes, approved uniforms (top & skirt; jacket), poms and other accessories
5. Travel meals	Meals	Students are responsible for their own meals while traveling.
6. Locker use	Padlock for locker	\$5.00 fee if damaged or not returned at the end of the year.
7. Camps and clinics	Registration and other costs of camps or clinics	Students are responsible for the cost of all clinics, camps and conditioning programs. Any personal items purchased at camps or clinics, such as t-shirts, shall be at the student's expense.

8. Athletic Clubs	Letterman's club and other clubs supporting the athletic program	Currently no dues required. Annual dues not to exceed \$50.00 per club.
9. Marching Band and Musical Groups	Equipment and attire.	Students will be responsible for the same costs as are set out for the athletic program. Students will be responsible for supplying their own musical instruments and accessories and for their own uniforms. The Instrument Rental Fee is \$75 per school year for the use of a school owned instrument and \$30 for the summer. Uniforms for the marching band will be supplied by the school. *There is also a \$50 band fee for all participants. For High School Band Students a \$15.00 uniform cleaning fee is requested.
10. Music Optional Show Choir	Coordinating group attire	Students will pay for outfits selected by the group. Cost will be based on selection at a maximum of \$75.
Clubs/Organizations		
Future Business Leaders (FBLA)/DECA	State & national dues, meals and activities	Annual dues not to exceed \$50.00 per club.
Future Farmers (FFA)	State & national dues, meals and activities	Annual dues not to exceed \$50.00 per club.
Future Career/Community Leaders (FCCLA)	State & national dues, meals and activities	Annual dues not to exceed \$50.00 per club.
National Honor Society	State & national dues, meals and activities	Currently no dues required. Annual dues not to exceed \$50.00 per club.
Swing Choir	Attire	Students are responsible for purchasing outfits and accessories. Not to exceed \$150.
All Girls Swing Choir	Attire	Students are responsible for purchasing outfits and accessories.
Student Council	State & national dues, meals and activities	Currently no dues required. Annual dues not to exceed \$50.00 per club.
AFJROTC	Uniform and Military Ball Attendance	No cost for uniform. \$15 cleaning fee may be assessed. Cost of Military Ball maximum of \$30 for meals.
Social & Recognition Activities		

1. School plays, musicals and social activities	Admission to events	Up to \$10.00 per play or activity.
2. School dances	Admission to prom, homecoming, etc.	Up to \$30.00 per event.
3. Class dues		Currently no dues are assessed. Each of the eight secondary classes may assess its members an amount not to exceed \$50.00 annually for rental and decoration of dance facilities, punch and snacks at social activities, memorials and recognition plaques, flowers, and cards, and similar class activities. The payment of such an assessment shall be strictly voluntary, but students who do not pay may be denied admission to extracurricular activities supported by the class dues.
4. Picture Packets	Optional - Pictures are still taken for use in the school yearbook.	Students purchase packets as desired and pay directly to the photo company.
5. Senior recognition assessment	Optional graduation activities	Participation in class activities attendant to graduation (such as being part of the composite picture, special yearbook pages, etc.) is not required in order for students to receive their high school diploma. Students who choose to participate will be required to pay the cost of the items involved in the graduation ceremony and attendant class activities. These may include the rental of graduation robes, caps, tassels, class flowers, one mother's flower, class gift, yearbook picture page, and class composite picture. A single Senior Class Recognition Assessment, not to exceed \$65, will be assessed to those Seniors who elect to participate in such activities. Expenses for above mentioned items will be paid out of the "Class Activity" account until funds are depleted. After this fund is empty, students will be responsible for all optional graduation activity costs.

6. Spirit Bus	Optional student activity.	Occasionally, the district provides a spirit bus for student spectators to ride to an away event. There is typically a \$5 charge to ride the bus. The amount may vary depending upon the destination. This is an optional activity for spectators and is not a fee that is waived.
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7. Trips	Transportation, lodging, meals, admission to events, etc.	<p>For the extracurricular and optional trip – Referral Free Activities, Freshman Trip, Senior Trip, Destination Imagination and Band Trips, students will be assessed a \$75.00 fee and will be responsible for meals. Students are responsible for costs of school sponsored trips where the trip is an extracurricular activity. The maximum costs of such trips will be \$2,000 per student.</p> <p>If the trip is not school-sponsored, the costs of the trip are not subject to this policy and no fee waivers will apply. A trip is not school sponsored if: it is not supervised or administered by the school, attendance on the trip does not count towards graduation credit or grade advancement, and participation on the trip is voluntary for students.</p>
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Reviewed: Apr. 8, 2013, July 8, 2013, July 14, 2014, Apr. 13, 2015

Revised: Apr. 11, 2016, June 12, 2017, August 14, 2017 (student breakfast \$2.10 and staff lunch \$3.55) Revised: June 11, 2018

Revised: June 10, 2019

Revised: June 8, 2020, June 14, 2021, June 13, 2022, June 12, 2023



Plattsmouth Community School District Central Office
 1912 Old Highway 34
 Plattsmouth, NE 68048
Dr. Richard E. Hasty, Superintendent
Dr. Cherie Larson, Director of Instructional Services
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Working together to achieve Academic success, respectful Behavior, and Career readiness in a Safe environment.

May 13, 2024

Curriculum Materials Disposal Request

- Two hundred forty-six middle school non-fiction library books.
**Note a complete list of the books is included below.*
 - These books have been removed using a “weeding” process. Books are weeded out based on these criteria:
 - They are too old to include reliable information.
 - They have not been checked out for more than six years.
 - They are falling apart and unable to be fixed.
 - They are duplicates that are not being used.
 - All PCSD-identifying information will be removed from the books.

Library Nonfiction Weeds										
000-099	100-199	200-299	300-399	400-499	500-599	600-699	700-799	800-899	900-999	92
How to do Just About Anything by Reader's Digest	Ghosts by Katie Roden	Bible by King James	Death in the Underworld by Michael J. Wyly	From the Horses Mouth by Ann and Dan Nevins	The Ultimate Horse Book by Elwyn Edwards	The Cook's Book by Jill Norman	Lettering Design by Michael Harvey	The Miracle Worker by William Gibson	This Fabulous Century by Time Life	Caught by the Sea by Paulsen
Body Tales by Ripley's Believe it or Not			Wonder Lands by Bryna and Louis Untermeyer	My Grammar and I...Or Should That Be Me? by	Book of Dogs by Reader's Digest	A Book About Windows by James Giblin	Can You See What I See? by Walter Wick	The Sky is Full of Song by Lee Hopkins	The American Indians by Time Life	Equal Justice by Woods

			Caroline Taggart							
			American Tall Tales by Adrien Stoutenburg	Just Enough German by D.L. Ellis	Cat Book by David Taylor	Queen of Inventions by Laurie Carlson	Hulk by Tom DeFalco	Joyful Noise by Paul Fleischman	The History of Us by Joy Hakim	Florence Nightingale by Nolan
			Gods, Heroes, and Monsters by Ellen Switzer	Beginner's French Dictionary	Herbs by Emma Callery	The Hidden Child by Sherry Bonnice	Fantastic Four By Tom DeFalco	Fast and Slow by John Ciardi	Country Fact Files by Nick Middleton	Lord Nelson by Houghton
			Classic Myths to Read Aloud by William F. Russell	Spanish-English Dictionary	The Atlas of Animals by Linda Sonntag	Cajun-Creole Cooking by Terry Thompson	Spiderman by Tom DeFalco	Let's Marry Said the Cherry by N.M. Bodecker	Mapping Our World By Fran Sammis	Dolley Madison by Melick
			Mythological Creatures by Paulita Sedgwick	Chinese Writing by Diane Wolff	Amazon Adventure by Sydney Montgomery	Cooking the African Way by Constance Nabwire	The Ultimate Character Guide by Marvel	The Poetry of Cats by Samuel Carr	Historical America by DJ Herda	The Education of Abraham Lincoln by Armstrong
			Adventures of the Greek Heroes by McLean		The World of Animal Life by Gerald Legg	Holiday Cooking by Philip Baruth	Incredible Cross-sections by Stephen Biesty	Thesaurus of Quotations by Rhoda Tripp	Rivers of the World by Julia Waterlow	Lawrence of Arabia by Thomas
			Ghosts by Mayne		The Handy Math Answer Book by Barnes-Svarney	The Book of Invention by Thomas Craughwell	Superman by Scott Beatty		Cultures of the Past by Kathryn Hinds	The Road from Home by Kherdian
			Whistle in the Graveyard by Maria Leach				JLA by Scott Beatty		Early American Family by John Loeper	I am a Seal from Team Six Warrior by Wasdin

			The Boy Who Made Dragonfly by Tony Hillerman				Wonder Woman by Scott Beatty		How We Lived by Deborah Kent	Joan of Arc by Struchon
			The Fairy Tale Treasury by Virginia Haviland				Marvel by DK		The Plymouth Colony by Andrew Santella	Rocket Boys by Hickam
			Folk-Tales Told Around the World by Richard Dorson				Visual Illusions by Chartwell books		Upon the Head of the Goat by Aranka Siegal	Dag Hammarskjold by Montgomery
			Monsters by Perle Epstein				Pocket Puzzles by Chartwell books		The Cheyennes by Nancey Bonvillian	A Mighty Hard Road by Yurchenco
			Greek Myths by Olivia Coolidge				Colorful Illusions by Aki Nurosi		Bury My Heart at Wounded Knee by Dee Brown	Craig and Fred by Grossi
			Keeps of the Earth by Michael Caduto				Visual Illusions by Al Seckel		Voices of Triumph by Time Life	Saddle Up by Gorman
							Mind Magic by Ormond McGill		World History by Ken Hills	Space Pioneer by Dewey
							Eye Tricks by Chartwell books		The Journey by Sheila Hamanaka	A Restless Spirit by Bober

							People Celebrates People		The Crafts and Culture of the Aztecs by Jovinelly	Brown Girl Dreaming by Woodson
							Indiana Jones by DK		Pueblo Storyteller by Goldsmith	Dear Mrs. Parks by Reed
							Legendary SciFi Movies		Nebraska 24/7 by DK	Amos Fortune by Yates
							Legendary War Movies		Settling the West	Donn Fendler by Egan
							Legendary Comedies		First Facts by David Stieneker	Phil Esposito by Libby
							Hocus Focus by Carl Glassman		The Anglo-Saxons by Coote	Queen of England by Hanff
							Super Pop-ups by Joan Irvine		Crafts and Culture of the Vikings by Jovinelly	Introducing Charles Dickens by Becker
							The World of Games by Botermans		First Book About Africa by Ellis	Flying to the Moon by Collins
							Sports Dictionary by Webster		The Viking World by Steele	Paintbrush and Peacemaker by Rockwell
							The Baseball book		The Kingdoms of	The Snark Was a

							by Sports Illustrated		Africa by Garlake	Boojum by Wood
							The Golf Book by Sports Illustrated		The Vikings by Hook	World Citizen Woodrow Wilson
							The Sports Book by DK		Viking Explorers by Bedrick	Roger Williams by Peterson
							Flip Flop Fly Ball by Craig Robinson		The Viking News by Wright	Edgar Allen Poe by Jacobs
							Football Stadiums by Thomas Owens		The Stamp Act by Dickinson	My Everest Story by Pfetzer
							Sports by Eyewitness		The Impeachment of WJC by Cohen	Harry Truman by Faber
							Sports by Ian Graham		Aztec and Maya Worlds by Macdonald	William Shakespeare by Haines
							Baseball Legends by Greg Garber		Ancient America by Wood	Sequoyah's Gift by Klausner
							The Football Book by Sports Illustrated		The World of Native Americans by Wood	Sacajawea by Rowland
							Sidewalk Games by		Native Americans by Nature	Will Rogers by

							Arlene Erlbach		Company	Ketchum
							Friday Night Lights by Bissinger		Exploring the New World by Steffoff	The Upstairs Room by Reiss
									Mother Earth, Father Sky by Lavender	The Journey Back by Reiss
									The Brownville Story by Brown	Mister President by Fox
									Growing Up in America by Toynton	No Summit out of Sight by Romer
									Greenland Mummies by Buell	The Story of Eli Whitney by Latham
									The Revolutionaries by The American Story	Noah Webster by Higgins
									Spies and Traitors by Raskin	Jules Verne by Born
									Escape from Slavery by Rappaport	I am a Stranger on the Earth by Dobrin
									The American Revolution by Parkins on	Tecumseh by McCague

									One Nation by Time	Captain John Smith by Kurtz
									The Presidency by Nelson	The Privilege of Youth by Pelzer
									Black Cowboy by Miller	A Man Named Love by Pelzer
									Measuring America by Linklater	The Lost Boy by Pelzer
									Colonial Home by Kalman	A Child Called "It" by Pelzer
									The Geography of Hope by Haskins	
									The Diary of Charlotte Forten by Forten	
									House, House by Yolen	
									The Civil War by Ward	
									War Between Brothers by the American Story	
									American Indian Children	

									by Sherrow	
									The Story of America by National Geographic	
									In the Time of Knights by Tanaka	
									Ireland by Doyle	
									World War 2 by American Story	
									Pearl Harbor by Willmott	
									From Abenaki to Zuni by Wolfson	
									Diary of Sally Wister by Wister	
									Uncle Sam Wants You by Shitman	
									Castles by Smith	
									Knights by Ross	
									The Middle Ages by Corbishley	

									The Incredible Journey of Lewis and Clark by Blumberg	
									Goode's World Atlas	
									World Travel Atlas	
									The Man Who Refused to Die by Wynne	
									The Explorer by Waterlow	
									Pirates by Kingfisher	
									Explorers and Mapmakers by Ryan	
									Lost Treasures by Reid	
									Explorers by Brierley	
									Shipwrecks by Cush	
									Sailor by Brierley	
									Treasure by Groushko	

									Nature Compa ny	
									The Geese of Rome by Verleye n	
									The Roman Empire by Steele	
									The Egyptia ns by Coote	
									The Ancient Chinese by Coote	
									Archeol ogy by McIntos h	
									Princes ses and Heroine s by Hamilto n	
									First Names by Dunklin g	
									Basketb all Biograp hies by Taragan o	
									They were Strong and Good by Lawson	

									Baseball Superstars by Herrick	
									Teammates by Golenbock	
									Aviation by Genett	
									The Indian Winter by Freedman	
									Winners of the Heisman Trophy by Devaney	
									The Decline and Fall of Ancient Greece by Turnin g Points	
									Rulers of Ancient Egypt by Roberts	
									The Best in Baseball by Shoemaker	
									Women Business Leaders by Pile	

									Famous Mexican Americans by Morey	
									Yessir, I've Been Here a Long Time by Mitchell	
									Houdini by Fortman	
									Scientists and Inventors by Feldman	



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Curriculum Disposal Request

We request the disposal of Rule 4 Textbook Loan books borrowed by St. John the Baptist Elementary school.

St. John's has borrowed these books through the textbook loan program for many years. They no longer need the books. *Many are out of date with copyrights before 2010 or earlier.* They have asked to dispose of the books.

The elementary principal does not need the books as the books have not been part of our curriculum for many years. Other resources that better meet state standards and are more current are available to students and staff.

Reading

Rigby Publishing Company Book

Complete Starters One Package (no longer available for purchase) (Rule 4) Hard copy
(*District no longer uses this collection)

Complete Starters Two Package (no longer available for purchase) (Rule 4) Hard copy
(*District no longer uses this collection)

Complete Red Story Books Package (Rule 4)

- ISBN-13/EAN: 9781418925109
- Multiple books in one package
- Hard copy

Complete Yellow Story Books Package (Rule 4)

- Format: Kit
- ISBN-13/EAN: 9781418925116
- Hard copy

Complete Blue Story Books Package (Rule 4)

- Format: Kit
- ISBN-13/EAN: 9781418926274
- Hard copy

Complete Green Story Books Package (Rule 4)

- Format: Kit
- ISBN-13/EAN: 9781418925130
- Hard copy

Complete Turquoise Story Books Package (Rule 4) Hard copy

Complete Turquoise Tales and Plays Package (Rule 4) Hard copy

Complete Turquoise Nonfiction Package (Rule 4) Hard copy

Complete Orange Story Books Package (Rule 4)

- Format: Kit
- ISBN-13/EAN: 9781418985721
- Hard copy

Complete Orange Tales and Plays Package (Rule 4)

- Format: Kit
- ISBN-13/EAN: 9781418985721
- Hard copy

Complete Orange Nonfiction Package (Rule 4)

- Format: Kit
- ISBN-13/EAN: 9781418985721
- Hard copy

Complete Gold Story Books Package (Rule 4)

- Format: Kit
- ISBN-13/EAN: 9781418985714
- Hard copy

Complete Gold Tales and Plays Package (Rule 4)

- Format: Kit
- ISBN-13/EAN: 9781418985714

Complete Gold Nonfiction Package (Rule 4)

- Format: Kit
- ISBN-13/EAN: 9781418985714
- Hard copy

Complete Purple Story Books Package (Rule 4)

- Format: Kit
- ISBN-13/EAN: 9781418985738
- Hard copy

Complete Purple Tales and Plays Package (Rule 4)

- Format: Kit
- ISBN-13/EAN: 9781418985738
- Hard copy

Complete Purple Nonfiction Package (Rule 4)

- Format: Kit
- ISBN-13/EAN: 9781418985738

- Hard copy

Steck-Vaughn Transition Classroom Library, Shutterbug Books Fluency levels H-J; J-M (Rule 4)

- Format: Kit
- ISBN-13: 978-0739824511
- Hard copy

Fluency Classroom Library, Shutterbug Books Fluency Levels J-M No longer available (Rule 4)

Discovery Links Social Studies, Emergent and Early Levels (Rule 4) (*District no longer uses this collection)

- Website: never version)
<https://www.newbridgeonline.com/c/@Oa6lislwh3Odo/Pages/product.html?nocache@1+record@S5282>
- Order code: OWA-828607
- Hard copy

Discovery Links Science, Emergent and Early Levels (Rule 4)(*District no longer uses this collection)

- Website: *Link not available
- Order code: OWA-825575
- Hard copy

Discovery Links Social Studies (Rule 4) (*District no longer uses this collection)

- Website never version) <https://www.sundancenewbridge.com/discovery-links-social-studies/>
-
- Order code: OWA-828595
- Hard copy

Discovery Links Science (Rule 4)

Website (never version) <https://www.sundancenewbridge.com/discovery-links-science/>

Discovery Links Fluent Plus (no longer available) (Rule 4) (*District no longer uses this collection)

**SCHOOL RESOURCE OFFICER (SRO) CONTRACT FOR
INTERLOCAL SERVICES AND COOPERATION BETWEEN
THE PLATTSMOUTH COMMUNITY SCHOOLS and THE CITY OF PLATTSMOUTH**

The Board of Education of **Cass County School District 13-0001, a/k/a Plattsmouth Community Schools** (“School District”) and **The City of Plattsmouth, Nebraska, a political subdivision of the State of Nebraska (“City”)**, agree to the following Addendum to the Contract (originally dated from August 1, 2021 to July 31, 2024) for the period of August 1, 2024, through July 31, 2025:

1. **Term.** This Addendum commences the 1st day of August, 2024, and terminates on the 31st day of July, 2025.
2. **Salary:** The compensation for the 2024-2025 contract year shall be \$81,513.
3. **Other Terms:** Except as modified herein, the 2021-2024 Contract shall in all other respects continue and remain in effect.

<p>Executed this 13th day of May, 2024.</p> <p>The City of Plattsmouth, Nebraska, a political subdivision of the State of Nebraska</p> <p>By: _____ R. Paul Lambert, Mayor</p> <p>By: _____ Witness</p>	<p>Executed this 13th day of May, 2024.</p> <p>Cass County School District 13-0001, a/k/a Plattsmouth Community Schools</p> <p>By: _____ President Brian P. Harvey</p> <p>Attest: _____ Other Board member</p>
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Independent Contractor Agreement/Service Agreement

This Agreement (“Agreement”) is entered into as of the 15th day of March, 2024, by Bloom to Grow Therapy Services, LLC subcontracting Darien Myers-Krommenhoek, hereinafter referred to as “the VENDOR” and Plattsmouth Community School District hereinafter referred to as “the BOARD”.

The Board and the Vendor agree to the terms and conditions set forth below and in accompanying Exhibits, attached incorporated herein.

The Vendor and the Board Agree:

1. Scope of Services:
 - a. The Vendor will provide the Board with speech and language therapy services rendered by qualified, state licensed, and ASHA certified speech-language pathologist.
 - b. The scope of services shall include direct or indirect therapy services as indicated on each student’s Individual Education Program (IEP). This encompasses planning, therapy, assessments, report and IEP writing, participation in IEP reviews and parent conferences, related travel, consultations with classroom teachers and other staff members, management of required documentation, and attendance.
 - c. The Vendor’s caseload size to not exceed more than 60 students at Plattsmouth Community School District.
 - d. The Vendor shall primarily provide direct therapy services on the premises of Plattsmouth Community Schools. Indirect services including but not limited to planning, report and IEP writing, and other required documentation may occur at Plattsmouth Community Schools or at the Vendor’s personal residence.
 - e. The Board shall provide all necessary materials and assessments to perform services as deemed necessary by the Vendor and Plattsmouth Community School District. Necessary materials include but are not limited to access to printing and copying, use of a computer, and standardized assessment materials.
 - f. The Board shall assign an individual work space for the Vendor to complete direct therapy services, evaluations, and required documentation.

2. Term and Termination:
 - a. The term of this Agreement shall commence on August 8th, 2024, and end on May 23rd, 2025, covering the 2024-2025 academic year, unless terminated earlier in accordance with the terms and conditions set forth herein.
 - b. Termination without Cause: Either party has the right to terminate the Agreement without cause by giving 30 days written notice.
 - c. Termination with Cause: Either party reserves the right to terminate this Agreement immediately if the other party fails to comply with any terms or conditions of this Agreement and such failure continues for 30 days following receipt of written notice.

3. Compensation:
 - a. To provide Speech-Language Therapy Services to the Board until the 23rd day of May, 2025 excluding those days as determined by the district as holidays or closings.
 - b. The rate established by mutual agreement, shall be per fully qualified, licensed, and certified speech language pathologist at the Nebraska Department of Education approved service agency rates for speech language pathology services for the 2024-2025 school year for a minimum of 1,200 hours and to not exceed

more than 1,400 hours at the end of contract.

- c. The Vendor will provide a monthly statement based on the rate set by the Nebraska Department of Education for speech language pathology services for the 2024-2025 school year within 5 days following the 1st of each month. The invoice will contain descriptions and dates of services.
- d. The Board will provide payment to the Vendor within 30 days of receipt of a submitted invoice.

4. Independent Contractor

- a. Both parties agree that the terms of the Agreement do not constitute a formation of a partnership, joint venue, employer-employee, or other relationship and no form of agency exists between the parties.
- b. Board agrees to submit W-9 form with Vendor submitting a completed W-9 form and Request for Taxpayer Identification Number and Certification with social security number/federal identification number.

5. Insurance/License:

- a. The Vendor agrees to maintain professional liability and malpractice insurance with the following minimum limits of liability: \$1,000,000. Per occurrence and \$5,000,000 in the aggregate and provide the Board with proof of insurance upon request.
- b. The Vendor is licensed by the State of Iowa as well as an approved provider with the Nebraska Department of Education in the performances of the services provided herein and agrees to provide proof upon request.

6. General

- a. This agreement shall be governed by the State of Nebraska, and governing regulatory rules, all which are incorporated herein.

IN WITNESS THEREOF, the parties hereto have caused this Agreement to be executed and do each represent that their respective signatory whose signature appears below is fully authorized to execute this Agreement.

BOARD

By: _____

Name: _____

Title: _____

Date: _____

VENDOR

By: _____

Name: _____

Title: _____

Date: _____



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*Working together to achieve **A**cademic success, respectful **B**ehavior, and **C**areer readiness in a **S**afe environment.*

2024-2025 Contracted Services Agreement

THIS AGREEMENT is entered into by and between Meredith Adkins, a qualified speech language pathologist (Contractor), and Plattsmouth Community School District (PCSD) for the 2024-2025 school year.

The Contractor agrees to provide speech and language services, including eligibility determinations, to students served by the Plattsmouth Community School District, to the extent noted in each student's individual education plan (IEP) for the 2024-2025 school year. The Contractor also agrees to attend student multi-disciplinary team meetings (MDTs), IEP meetings, and other meetings as scheduled by the student's team and any professional development mandated by the school district. The Contractor will be allowed reasonable paid time, as agreed to by both parties, for tasks such as planning/preparation, report writing, documentation, etc. This time will be specified on the Contractor's monthly time sheet.

For services rendered, the Contractor will be paid the state approved rate for 2024-2025 for a total not to exceed 1400 hours during the 2024-2025 school year. Contractor will provide a time sheet for each month, on the first day of the following month, detailing out the services provided. The time sheet will be paid at the school board meeting following the first day of the month (typically on the second Monday of each month).

Services provided and students served will be discussed with and agreed to between the Contractor and the Special Education Director. The Contractor will provide a current schedule and a current caseload list as shared documents with the Special Education Director. A calendar will be established at the start of the school year outlining the tentative schedule for the Contractor. Once the calendar is established, changes may be made to the calendar when agreed to by both parties.

Contractor agrees to have appropriate certification/licensure with the Nebraska Department of Education, including a NDE approved 2024-2025 provider rate, as well as licensure required by DHHS, throughout the duration of this contract, and shall provide evidence of said licensure and approved provider status to the Special Education Director prior to the first day of services. Contractor agrees to maintain ASHA certification (CCC) throughout the duration of this contract and shall provide evidence of certification to the Special Education Director prior to the first day of services.

Contractor acknowledges and agrees that she is working as an independent contractor and is responsible for any liability for tax obligations on her earnings with the PCSD. No other benefits, other than wages, will be available to the Contractor throughout her contracted service time with PCSD. The Contractor will not receive pay for sick days, personal days, inclement weather days, or any other pay provided to PCSD employees unless expressly approved by the PCSD Board of Education for contracted service providers.

Employment will begin on or about August 8, 2024 and end on or around May 23, 2025. These dates may be modified, dependent on action by the PCSD Board of Education.

This agreement constitutes the full and binding agreement on both parties for the duration of the employment which is specified in the above paragraph.

Dated: _____

Dr. Richard E. Hasty, Superintendent

Meredith Adkins, Contractor