

Mitchell Public Schools Board of Education
Meeting
Monday, August 10, 2026 7:30 PM
High School Library
1819 19th Ave
Mitchell, NE 69357

1. 7:00 PreMeeting Committee Meeting: Academic Affairs

2. Call to Order

3. Roll call

4. Consent agenda

- 4.1. Excuse absent board members

- 4.2. Adopt agenda

4.3. Approve board minutes

4.4. Approve Expenditures

4.5. Sale/Disposal of District Property

5. From the community

6. Sharing of Excellence

7. Teacher Representative

8. Strategic Plan Focus

9. Old Business

9.1. School Policies for Final Review/Annual Review

10. New Business

10.1. Discussion of Budget

10.2. School Policies for Monthly Review

10.3. Consider Purchase of 2021 14-Passenger Bus

11. Reports and Proposals

11.1. From the Board

11.2. From Administration

12. Dates to Remember

13. Executive Session as Indicated--Policy #204.06

14. Adjourn

Mitchell Public Schools Board of Education Meeting
High School Library
Monday, July 13, 2026 7:30 P.M.

1. 7:00 P.M. Committee Work Time: Budgeting with Transportation Needs
2. Call to Order at 7:30 P.M.
3. Roll Call
4. Consent Agenda

Motion to approve the consent agenda as presented, passed with a motion by Doug Keener and a second by Mark Spencer. Brad Helgerson: Yea, Jeff Jenkins: Yea, Doug Keener: Yea, Dustan Keener: Yea, Paul Pieper: Yea, Mark Spencer: Yea. Yea: 6, Nay: 0

4.1 Excuse Absent Board Member(s)

4.2 Adopt Agenda

4.3 Approve Board Minutes

4.4 Approve Expenditures

1. Payroll: \$641,455.16
2. General Fund Bills Payable: \$327,161.49
3. Special Building Fund Bills Payable: \$19,641.02

4.5 Sale/Disposal of District Property

5. From The Community

6. Sharing of Excellence

Discussion: Mrs. Keeya Zeiler, Secondary Educator, reported on the 8th Grade student DC Trip. She stated that she was very proud of the Mitchell students that attended and thanked the Board and Administration for their support.

7. Teacher Representative

Discussion: Miss Regan Hodsden, Agriculture Educator reported that Scotts Bluff County Fair is coming up soon.

8. Strategic Plan Focus: Budgeting with Transportation Needs

Discussion: Dr. Kathy Urbanek reported on the hail damaged vehicles. The Transportation Committee will be looking at different transportation ideas.

9. Old Business

9.1 Update on Summer Projects

Discussion: Dr. Urbanek reported on the following summer projects: New flooring in both buildings, concession stand upgrade, storm damage and football field lighting.

10. New Business

10.1 Discussion of Budget

Discussion: Dr. Urbanek reported on the 2025-2026 school year budget and 2026-2027 Tax Levy and Evaluations.

10.2 Review School Policies

Discussion: The Board reviewed and had the first reading of the following policies: 5006- Transition Process and 5004- Part Time Enrollment.

10.3 Approve the Hire of Mrs. Megan Kelley, 7-8th English Language Arts Educator for the 2026-2027 School Year.

Motion to approve the hire of Mrs. Megan Kelley, 7-8th English Language Arts Educator for the 2026-2027 School Year, passed with a motion by Paul Pieper and a second by Dustan Keener. Brad Helgerson: Yea, Jeff Jenkins: Yea, Doug Keener: Yea, Dustan Keener: Yea, Paul Pieper: Yea, Mark Spencer: Yea. Yea: 6, Nay: 0

10.4 Approve Lunch Prices for the 2026-2027 School Year

Motion to approve the \$.25 per meal increase for the 2026-2027 School Year, passed with a motion by Doug Keener and a second by Brad Helgerson. Brad Helgerson: Yea, Jeff Jenkins: Yea, Doug Keener: Yea, Dustan Keener: Yea, Paul Pieper: Yea, Mark Spencer: Yea. Yea: 6, Nay: 0

10.5 Consider Track and Field Updates/Purchases

Motion to approve the purchase of a track camera in the amount of \$12,899.00 and a high jump pit in the amount of \$7,599.98 passed with a motion by Brad Helgerson and a second by Doug Keener. Brad Helgerson: Yea, Jeff Jenkins: Yea, Doug Keener: Yea, Dustan Keener: Yea, Paul Pieper: Yea, Mark Spencer: Yea. Yea: 6, Nay: 0

10.6 Approve Additional Base Growth by Up to 6% for the 2026-2027 School Year

Motion to approve the additional base growth up to 6% for the 2026-2027 School Year, passed with a motion by Doug Keener and a second by Mark Spencer. Brad Helgerson: Yea, Jeff Jenkins: Yea, Doug Keener: Yea, Dustan Keener: Yea, Paul Pieper: Yea, Mark Spencer: Yea. Yea: 6, Nay: 0

10.7 Approve Annual Membership Dues for NRCSA (\$850.00)

Motion to approve the annual NRCSA membership dues in the amount of \$850.00, passed with a motion by Jeff Jenkins and a second by Dustan Keener. Brad Helgerson: Yea, Jeff Jenkins: Yea, Doug Keener: Yea, Dustan Keener: Yea, Paul Pieper: Yea, Mark Spencer: Yea. Yea: 6, Nay: 0

10.8 Approve Staff Handbooks for the 2026-2027 School Year

Motion to approve the Staff Handbooks for the 2026-2027 School Year as presented, passed with a motion by Doug Keener a second by Paul Pieper. Brad Helgerson: Yea, Jeff Jenkins: Yea, Doug Keener: Yea, Dustan Keener: Yea, Paul Pieper: Yea, Mark Spencer: Yea. Yea: 6, Nay: 0

10.9 Approve Student Handbooks for the 2026-2027 School Year

Motion to approve the Student Handbooks for the 2026-2027 School Year as presented, passed with a motion by Dustan Keener a second by Paul Pieper. Brad Helgerson: Yea, Jeff Jenkins: Yea, Doug Keener: Yea, Dustan Keener: Yea, Paul Pieper: Yea, Mark Spencer: Yea. Yea: 6, Nay: 0

11. Reports and Proposals

11.1 From the Board

Board Vice President and Secretary- Mr. Brad Helgerson and Mr. Doug Keener reported on the VALTS meeting they attended on June 9th.

11.2 From the Administration

Secondary Principal- Mr. Heath Peters provided the Board with School Law documents in reference to Student Attendance, Student Absences and Student Behavior.

Elementary Principal- Mrs. Kaci Kearns reported on the four new adjustable basketball hoops that the PET purchased and that Roger McKinney installed. Mrs. Kearns also reported on the Pre-K enrollment for the 2026-2027 School year.

The Board accepted the Administration's written reports.

12. Dates to Remember- Area Membership Meeting

13. Adjourn

Motion to adjourn at 8:54 P.M., passed with a motion by Doug Keener and a second by Paul Pieper. Brad Helgerson: Yea, Jeff Jenkins: Yea, Doug Keener: Yea, Dustan Keener: Yea, Paul Pieper: Yea, Mark Spencer: Yea. Yea: 6, Nay: 0

/s/ Jeff Jenkins
Chairperson

/s/ Katherine Urbanek
Superintendent

Checking Account ID: 1

Check Type: Check

Check Number	Check Date	Cleared	Void	Void Date	Entity ID	Entity Name	Amount
54039	08/20/2026				SECFIN	ASSURITY LIFE INSURANCE COMPANY	10.70
54040	08/20/2026				BCBSNE	BLUE CROSS BLUE SHIELD OF NE	68,091.11
54041	08/20/2026				EFTPS	ELECTRONIC FEDERAL TAX PAYMENT SYSTEM	112,875.71
54042	08/20/2026				HOMAIN	HORACE MANN INSURANCE COMPANY	2,394.05
54043	08/20/2026				HORACEMAN1	Horace Mann Insurance Company	1,239.94
54044	08/20/2026				HORACEMANN	Horace Mann Life Insurance Company	5,376.21
54045	08/20/2026				GUARDIAN	Madison National Life	599.50
54046	08/20/2026				MADNAT	MADISON NATIONAL LIFE	920.78
54047	08/20/2026				MGTRUST	MATRIX TRUST COMPANY (DEN)	300.00
54048	08/20/2026				MCCARTNEYT	ERIN MCCARTNEY, TRUSTEE	600.00
54049	08/20/2026				NCSPC	NEBRASKA CHILD SUPPORT PAYMENT CENTER	847.00
54050	08/20/2026				SITNE	NEBRASKA DEPARTMENT OF REVENUE	15,111.17
54051	08/20/2026				RET	NEBRASKA SCHOOL RETIREMENT SYS	72,143.24
54052	08/20/2026				PINNBANK	PINNACLE BANK	5,494.74
54053	08/20/2026				GUALIF	Vision Service Plan (CT)	733.60
Check Type Total:		Check			Void Total:	0.00	Total without Voids: 286,737.75
Checking Account Total:		1			Void Total:	0.00	Total without Voids: 286,737.75
		Grand Total:			Void Total:	0.00	Total without Voids: 286,737.75

Summary of Account Activity	
Account Ending In	1295
Previous Balance	\$7,849.72
Payments	\$7,899.36
Other Credits	\$0.00
Purchases & Debits	\$1,929.96
Purchases	\$1,929.96
Balance Transfers	\$0.00
Cash Advances	\$0.00
Fees Charged	\$0.00
Interest Charged	\$0.00
New Balance	\$1,880.32
Statement Open/Close Date	07/03/2026 - 08/02/2026
Days in Billing Cycle	31
Credit Limit	\$12,500.00
Available Credit	\$10,619.00
Cash Limit	\$12,500.00
Available Cash	\$10,619.00

Questions? View your account information online at www.pinnbank.com or call our Customer Service Center toll free at 1-855-325-0903 or 1-571-526-3513.

Send Billing Inquiries and Correspondence to:
P.O. Box 2087, Omaha, NE 68103-2087

Mail Payments to: P.O. Box 2711, Omaha, NE 68103-2711

Payment Information		
New Balance		\$1,880.32
Payment Due Date		08/27/2026
Minimum Payment Due		\$57.00
Late Payment Warning: If we do not receive your minimum payment by the date listed above, you may have to pay a late fee up to \$0.00.		
Minimum Payment Warning: If you make only the minimum payment each period, you will pay more in interest and it will take you longer to pay off your balance. For example:		
If you make no additional charges using this account and each month you pay...	You will pay off the balance shown on this statement in about...	And you will end up paying an estimated total of...
Only the Minimum Payment	6 years	\$1,880.00
\$52.00	3 years	\$1,880.00 (Savings = \$0.00)
If you would like information about credit counseling services, call 1-855-325-0903		

REWARD SUMMARY	
Beginning Points	316,364
Points Earned	1,931
Points Redeemed	0
Points Expired	2,336
New Points Balance	315,959
Points Expiring First of Next Month	6,235

TEAR OFF THIS PAYMENT STUB AND MAIL WITH YOUR CHECK OR MONEY ORDER TO THE ADDRESS BELOW.

Pinnacle Bank
5651 S 59th St.
Lincoln NE 68516-2388



Account Ending In 1295
Payment Due Date 08/27/2026
New Balance \$1,880.32
Minimum Payment Due \$57.00

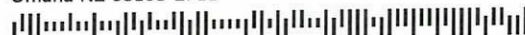
Make Check Payable To:

\$

MITCHELL PUBLIC SCHOOLS
1819 19TH AVE
MITCHELL NE 68357-1112



Pinnacle Bank
P.O. Box 2711
Omaha NE 68103-2711



447996212050282300000005700000001880321

Account Summary

Type of Balance	Ending Balance	Annual Percentage Rate (APR)	Balance Subject To Interest Rate (ADB)	Interest Charge	Promo End Date
Purchases	\$1,880.32	0.00%	\$0.00	\$0.00	
Cash Advance	\$0.00	0.00%	\$0.00	\$0.00	
Balance Transfer	\$0.00	0.00%	\$0.00	\$0.00	

Important Information

THANK YOU FOR CHOOSING PINNACLE BANK FOR YOUR CREDIT CARD NEEDS.

REWARDS SUMMARY REFLECTS POINTS ACTIVITY THROUGH THE END OF THE PREVIOUS MONTH.
ALWAYS REFER TO YOUR UCHOOSE REWARDS ONLINE ACCOUNT FOR YOUR CURRENT POINTS BALANCE.

Payments and Credits

Post Date	Tran Date		Reference Number	
Payments				\$ Amount
MITCHELL PUBLIC SCHOOLS				XXXX XXXX XXXX 1295
07/17	07/17	Payment Mail Thank You Lincoln Ne	7447996JN1XGYQ9R7	\$7,899.36-

Purchases and Debits

Post Date	Tran Date		Reference Number	
MITCHELL PUBLIC SCHOOLS				XXXX XXXX XXXX 1295
				Total Activity
07/10	07/10	Nebraskagov Subscriber 800-7478177 Ne	2471705JG503R1NJH	\$46.00
07/14	07/14	Fort Robinson Sp Crawford Ne	2471705JL3HJNNKGM	\$96.00
07/14	07/14	Fort Robinson Sp Crawford Ne	2471705JL3HJNNKPL	\$527.00
07/14	07/14	Fort Robinson Inn Restaur Crawford Ne	2471705JL3HJSL8E9	\$145.30
07/28	07/28	Chr*Christianbook 800-247-4784 Ma	2469216K1BT34Z3VQ	\$602.45
07/30	07/30	Chr*Christianbook 800-247-4784 Ma	2469216K3BSSEZ2Z9	\$31.71
MITCHELL PUB SCHL 1				XXXX XXXX XXXX 4772
				Total Activity
07/21	07/21	Haymarket 402-4418304 Ne	2439349JV0M41JB36	\$13.50
07/22	07/22	Haymarket 402-4418304 Ne	2439349JW0M4HD8XX	\$3.00
07/22	07/22	Haymarket 402-4418304 Ne	2439349JW0M4HD828	\$13.50
07/22	07/22	Courtyard By Marriott Lincoln Ne	2469216JXBM55PMXF	\$438.00
07/23	07/23	Red 1 402-4418304 Ne	2439349JX0M514NFH	\$13.50

2026 Total Year-To-Date

Total Fees charged in 2026	\$0.00
Total Interest charged in 2026	\$0.00

Board Report - Detail after checks are printed

		Unposted	
Account Number	Detail Description	Amount	
Checking Account ID 1	Fund Number 01	GENERAL FUND	
ALLO COMMUNICATIONS	072426	54054	898.38
01 2510 530 000 0	COMMUNICATIONS		898.38
Total ALLO COMMUNICATIONS			898.38
AMAZON CAPITAL SERVICES	17VY-WNK9-K91C	54055	159.20
01 1190 610 000 0	SUPPLIES		12.21
01 2410 610 002 1	SUPPLIES		146.99
AMAZON CAPITAL SERVICES	191J-GGFY-CG7G	54055	150.00
01 1100 610 001 2	Tumble Buggy Car		150.00
AMAZON CAPITAL SERVICES	1DQQ-331DD-GPK6	54055	411.93
01 2230 610 000 0	TECH SUPPLIES		411.93
AMAZON CAPITAL SERVICES	1GVQ-TPQ3-4GCG	54055	229.98
01 1200 610 000 0	Conference Table- Batterman		229.98
AMAZON CAPITAL SERVICES	1L74-9DNK-TQ6Y	54055	49.59
01 1100 610 002 1	SUPPLIES		49.59
AMAZON CAPITAL SERVICES	1QY3-JRN7-4K6C	54055	327.64
01 1200 610 000 0	Office Furniture- Batterman		327.64
Total AMAZON CAPITAL SERVICES			1,328.34
Benzel Pest Control	208475	54056	133.75
01 2620 431 001 2	July Services		133.75
Benzel Pest Control	208782	54056	181.50
01 2620 431 002 1	July Services		181.50
Total Benzel Pest Control			315.25
Carr-Trumbull Lumber DIB 2738	2607-207503	54057	15.99
01 2610 610 001 2	Concession Stand Remodel		15.99
Carr-Trumbull Lumber DIB 2738	2607-208225	54057	12,430.00
01 2610 610 001 2	Concession Stand Remodel		12,430.00
Carr-Trumbull Lumber DIB 2738	2607-208271	54057	165.00
01 2610 610 001 2	Concession Stand Remodel		165.00
Carr-Trumbull Lumber DIB 2738	2607-208387	54057	93.00
01 2610 610 001 2	Concession Stand Remodel		93.00
Total Carr-Trumbull Lumber DIB 2738			12,703.99
COMPUTER HARDWARE INC.	169811	54058	38,670.00
01 2230 610 000 0	See Quote 169811 for Chromebooks		38,670.00
Total COMPUTER HARDWARE INC.			38,670.00
CONNECTING POINT	37191	54059	524.00
01 1100 610 001 2	Copy Charges		262.00
01 1100 610 002 1	Copy Charges		262.00
Total CONNECTING POINT			524.00
CULLIGAN OF SCOTTSBLUFF	July 26 Stmt. A	54060	18.00
01 2620 431 001 2	Supplies		18.00
CULLIGAN OF SCOTTSBLUFF	July 26 Stmt. B	54060	18.00
01 2620 431 002 1	Supplies		18.00
Total CULLIGAN OF SCOTTSBLUFF			36.00
DENNIS SUPPLY COMPANY	SB0002341013-	54061	288.48

Board Report - Detail after checks are printed

		Unposted	
Account Number	Detail Description	Check Number	Amount
	001		
01 2610 610 000 0	SUPPLIES		288.48
Total DENNIS SUPPLY COMPANY			288.48
EAI EDUCATION	1486516	54062	93.95
01 1100 610 002 1	Classpack - 16 Colors		84.95
01 1100 610 002 1	Shipping		9.00
Total EAI EDUCATION			93.95
EDUCATIONAL SERVICE UNIT #13	73126	54063	12,228.61
01 6408 591 002 1	PURCHASED SERVICES- ESU 0-2		665.15
01 6408 591 002 2	PURCHASED SERVICES- ESU 3-5		504.63
01 1200 591 002 1	PURCHASED SERVICES- ESU		937.17
01 6408 591 002 1	PURCHASED SERVICES- ESU 0-2		1,684.48
01 6408 591 002 2	PURCHASED SERVICES- ESU 3-5		469.48
01 6408 591 002 1	PURCHASED SERVICES- ESU 0-2		1,217.16
01 6408 591 002 2	PURCHASED SERVICES- ESU 3-5		919.08
01 6408 591 002 1	PURCHASED SERVICES- ESU 0-2		1,565.90
01 6408 591 002 2	PURCHASED SERVICES- ESU 3-5		2,009.98
01 2224 340 000 0	OTHER PROF SERVICES		1,862.33
01 2220 735 001 2	Digital Library		196.63
01 2220 735 002 1	Digital Library		196.62
Total EDUCATIONAL SERVICE UNIT #13			12,228.61
Eitzen's Auto	1011	54064	238.56
01 2730 431 000 0	2014 Ford Van Repairs		238.56
Total Eitzen's Auto			238.56
Essential Screens	2026070367	54065	178.00
01 2510 890 000 0	Background Checks		178.00
Total Essential Screens			178.00
ESU Coordinating Council	COOP003569	54066	1,900.00
01 2220 642 001 2	Movie Licensing		950.00
01 2220 642 002 1	Movie Licensing		950.00
ESU Coordinating Council	GENS000096	54066	311.61
01 2230 340 000 0	Fortimail Renewal		311.61
Total ESU Coordinating Council			2,211.61
FLOYD'S TRUCK CENTER	R101044231:01	54067	1,426.22
01 2730 431 000 0	2010 Thomas Repairs		1,426.22
Total FLOYD'S TRUCK CENTER			1,426.22
FOLLETT CONTENT SOLUTIONS LLC	764194A	54068	128.22
01 2220 640 001 2	See List for 26-27 HS Books		128.22
FOLLETT CONTENT SOLUTIONS LLC	764195C	54068	138.19
01 2220 640 002 1	See List for 26-27 GS Books		138.19
FOLLETT CONTENT SOLUTIONS LLC	764195D	54068	90.06
01 2220 640 002 1	See List for 26-27 GS Books		90.06
Total FOLLETT CONTENT SOLUTIONS LLC			356.47
HOME DEPOT	35577	54069	385.72
01 2610 610 002 1	SUPPLIES		385.72

Board Report - Detail after checks are printed

		Unposted	
Account Number	Invoice Number	Check Number	Amount
Total	Detail Description		Amount
HOME DEPOT			385.72
IDEAL LINEN SUPPLY INC	July Stmt. 26a	54070	1,047.70
01 2620 610 001 2	SUPPLIES		1,047.70
IDEAL LINEN SUPPLY INC	July Stmt. 26b	54070	814.50
01 2620 610 002 1	SUPPLIES		814.50
Total IDEAL LINEN SUPPLY INC			1,862.20
Ideal/Bluffs Facility Solutions	510092-1	54071	198.00
01 2610 610 000 0	Plaza Plus Finish		198.00
Total Ideal/Bluffs Facility Solutions			198.00
Imagine Learning LLC	1139989	54072	3,000.00
01 1100 735 001 2	See Q-267106 for Edgenuity Summer		3,000.00
Total Imagine Learning LLC			3,000.00
JW Pepper & Son, Inc.	368637009	54073	82.99
01 1100 610 001 2	2025-2026 Sheet Music		82.99
Total JW Pepper & Son, Inc.			82.99
LEGACY COOPERATIVE	814100530	54074	284.42
01 2710 626 000 0	GAS & DIESEL FUEL		284.42
Total LEGACY COOPERATIVE			284.42
MAC GILL	927802	54075	1,844.36
01 2130 610 000 0	Ice Pack Covers		305.00
01 2130 610 000 0	Ice Packs 6x9		59.80
01 2130 610 000 0	Kleenex		59.00
01 2130 610 000 0	Powder/Latex Free Gloves, Small		239.00
01 2130 610 000 0	Powder/Latex Free Gloves, Med.		102.00
01 2130 610 000 0	Powder/Latex Free Gloves, Large.		102.00
01 2130 610 000 0	Plastic Med Cup		83.99
01 2130 610 000 0	1x3 Bandages		91.00
01 2130 610 000 0	Flat Bottom Cups		89.80
01 2130 610 000 0	Lubriderm		26.98
01 2130 610 000 0	Childrens Acetaminophen		55.35
01 2130 610 000 0	Tylenol		40.47
01 2130 610 000 0	Flourescent Light Filters		39.99
01 2130 610 000 0	1x3/4" Band Aids		11.96
01 2130 610 000 0	Dial Sensitive Skin		35.70
01 2130 610 000 0	Aveeno Moisturizer		29.98
01 2130 610 000 0	2x4 XL Bandage		11.38
01 2130 610 000 0	Lubricant Eye Drops		25.90
01 2130 610 000 0	Life Savers		6.50
01 2130 610 000 0	Throat Lozenge, Cherry		30.00
01 2130 610 000 0	Throat Lozenge, Lemon		15.00
01 2130 610 000 0	Hygea Flushable Wipes		11.97
01 2130 610 000 0	Life Savers		6.50
01 2130 610 000 0	Cotton Tipped Applicators		12.76
01 2130 610 000 0	Tums		29.97
01 2130 610 000 0	2x5 Wrap		8.20
01 2130 610 000 0	Purell Surface Wipes		67.50
01 2130 610 000 0	3/4x3 Bandages		23.98

Board Report - Detail after checks are printed

		Unposted	
Account Number	Detail Description	Check Number	Amount
01 2130 610 000 0	First Aid Cream		14.89
01 2130 610 000 0	Foille Medicated First Aid Cream		14.37
01 2130 610 000 0	Ibuprofen		11.34
01 2130 610 000 0	Tylenol		7.98
01 2130 610 000 0	Tylenol		17.98
01 2130 610 000 0	Crest for Kids		9.00
01 2130 610 000 0	Crest Travel Size		12.50
01 2130 610 000 0	Tooth Fairy Tooth Saver		19.75
01 2130 610 000 0	Labeled Pill Envelopes		29.95
01 2130 610 000 0	Nurse Mates Backpack		67.95
01 2130 610 000 0	Trueplus Glucose Tablets		8.99
01 2130 610 000 0	7/8" Spot Bandages		7.98
Total MAC GILL			1,844.36
MENARDS	47895	54076	62.95
01 2610 610 002 1	SUPPLIES		62.95
MENARDS	49321	54076	185.42
01 2610 610 002 1	SUPPLIES		185.42
MENARDS	49357	54076	119.31
01 2610 610 002 1	SUPPLIES		119.31
MENARDS	49742	54076	23.97
01 2610 610 002 1	SUPPLIES		23.97
MENARDS	49848a	54076	47.49
01 2610 610 002 1	SUPPLIES		47.49
MENARDS	50209	54076	20.99
01 2610 610 002 1	SUPPLIES		20.99
MENARDS	50355	54076	187.28
01 2610 610 002 1	SUPPLIES		187.28
MENARDS	50639	54076	32.44
01 2610 610 002 1	SUPPLIES		32.44
MENARDS	50664	54076	388.20
01 2610 610 001 2	SUPPLIES		388.20
MENARDS	50734	54076	7.37
01 2610 610 001 2	SUPPLIES		7.37
MENARDS	50744	54076	43.33
01 2610 610 002 1	SUPPLIES		43.33
Total MENARDS			1,118.75
Mike's Husker Stuff	14200	54077	198.75
01 2410 610 001 2	2025-2026 Trophy Engraving		198.75
Total Mike's Husker Stuff			198.75
MRG Hauff	200003	54078	5,516.55
01 1100 610 001 2	2026-2027 COOP		50.00
01 2190 610 001 2	2026-2027 COOP		3,260.17
01 2610 610 001 2	2026-2027 COOP		1,192.50
01 1100 610 001 2	2026-2027 COOP		927.50
01 2320 810 000 0	Shipping		86.38
Total MRG Hauff			5,516.55
NASB-ALICAP	080426	54079	102,830.00
01 2510 520 000 0	2026-2027 Insurance		26,826.00
01 2620 520 001 2	2026-2027 Insurance		38,002.00
01 2620 520 002 1	2026-2027 Insurance		38,002.00

Board Report - Detail after checks are printed

		Unposted	
		Invoice Number	Check Number
			Amount
Account Number	Detail Description		Amount
Total NASB-ALICAP			102,830.00
NATIONAL ART & SCHOOL SUPPLIES INC.	61498	54080	1,518.96
01 1100 610 001 2	2026-2027 COOP		527.84
01 1100 610 001 2	2026-2027 COOP		94.04
01 1190 610 000 0	2026-2027 COOP		150.40
01 1200 610 002 1	2026-2027 COOP		128.01
01 1100 610 001 2	2026-2027 COOP		47.70
01 6200 610 002 1	2026-2027 COOP		86.28
01 1100 610 001 2	2026-2027 COOP		128.05
01 1100 610 001 2	2026-2027 COOP		15.23
01 1100 610 001 2	2026-2027 COOP		68.50
01 1200 610 000 0	2026-2027 COOP		34.65
01 1200 610 001 2	2026-2027 COOP		61.23
01 3300 610 002 1	2026-2027 COOP		11.75
01 1100 610 001 2	2026-2027 COOP		59.90
01 1200 610 002 1	2026-2027 COOP		28.80
01 1100 610 001 2	2026-2027 COOP		39.10
01 1100 610 001 2	2026-2027 COOP		4.08
01 1100 610 001 2	2026-2027 COOP		13.85
01 1100 610 001 2	2026-2027 COOP		19.55
Total NATIONAL ART & SCHOOL SUPPLIES INC.			1,518.96
NEBRASKA SAFETY CENTER	57-16045	54081	255.00
01 2710 810 000 0	Bus Endorsement- R. Hernandez		255.00
Total NEBRASKA SAFETY CENTER			255.00
Nippon Sanso Matheson Inc.	33622434	54082	110.65
01 1100 610 001 2	Welding Supplies		110.65
Total Nippon Sanso Matheson Inc.			110.65
Ostdiek, Sierra	03232D	54083	258.00
01 1200 610 000 0	Reimb. for Hearing Aid Charger		258.00
Total Ostdiek, Sierra			258.00
PINNACLE BANK-VISA	144835467	54084	602.45
01 1100 610 002 1	D'Nealian Handwriting- Kdg		602.45
PINNACLE BANK-VISA	144835467-1	54084	31.71
01 1100 610 002 1	D'Nealian Handwriting- Kdg		31.71
PINNACLE BANK-VISA	73126	54084	527.50
01 2120 810 000 0	Justice Case Listing		46.00
01 2190 580 001 2	Coaches Clinic Parking Toll		13.50
01 2190 580 001 2	Coaches Clinic Parking Toll		13.50
01 2190 580 001 2	Coaches Clinic Parking Toll		13.50
01 2190 580 001 2	Coaches Clinic Parking Toll		3.00
01 2190 580 001 2	Coaches Clinic Motell		438.00
Total PINNACLE BANK-VISA			1,161.66
Platte River Glass	11165	54085	547.00
01 2730 431 000 0	Traverse Repairs		547.00
Platte River Glass	11166	54085	318.00
01 2730 431 000 0	2016 Expedition Repairs		318.00
Platte River Glass	11173	54085	675.00

Board Report - Detail after checks are printed

		Unposted	
Account Number	Detail Description	Check Number	Amount
01 2730 431 000 0	Tom's Bus Repairs		675.00
Platte River Glass	11174	54085	601.00
01 2730 431 000 0	Chevy Van Repairs		601.00
Total Platte River Glass			2,141.00
PowerSchool Group LLC	487147	54086	8,193.31
01 1100 735 001 2	Schoology Renewal		8,193.31
Total PowerSchool Group LLC			8,193.31
Prestige Group Inc.	L2026-126	54087	3,550.00
01 2710 442 000 0	Bus Lease		3,550.00
Total Prestige Group Inc.			3,550.00
QUICK CARE MEDICAL SERVICES INC.	4028129	54088	125.00
01 2710 890 000 0	DOT- B. Hazzard		125.00
Total QUICK CARE MEDICAL SERVICES INC.			125.00
QUILL CORP.	49474726	54089	34.99
01 2410 610 002 1	SUPPLIES		34.99
QUILL CORP.	49625538	54089	34.95
01 2410 610 001 2	SUPPLIES		34.95
Total QUILL CORP.			69.94
Rapid Fire Protection	125907	54090	540.00
01 2620 431 002 1	Annual Fire Alarm		540.00
Total Rapid Fire Protection			540.00
S & S PLUMBING	31130	54091	631.99
01 2610 431 001 2	Coffee Bar		631.99
S & S PLUMBING	31189	54091	401.29
01 2610 431 002 1	GS Repairs		401.29
S & S PLUMBING	31194	54091	4,042.00
01 2610 431 002 1	GS Water Fountains		4,042.00
Total S & S PLUMBING			5,075.28
STAPLES BUSINESS ADVANTAGE	6068009466	54092	295.17
01 2230 610 000 0	2026-2027 COOP		196.78
01 1200 610 000 0	2026-2027 COOP		98.39
STAPLES BUSINESS ADVANTAGE	6068009467	54092	142.80
01 1100 610 001 2	2026-2027 COOP		71.40
01 1100 610 002 1	2026-2027 COOP		71.40
STAPLES BUSINESS ADVANTAGE	6069403322	54092	642.10
01 1200 610 002 1	2026-2027 COOP		90.98
01 1100 610 002 1	2026-2027 COOP		134.32
01 1100 610 001 2	2026-2027 COOP		193.84
01 1190 610 000 0	2026-2027 COOP		27.28
01 2190 610 001 2	2026-2027 COOP		27.28
01 6200 610 002 1	2026-2027 COOP		13.60
01 1100 610 001 2	2026-2027 COOP		13.60
01 1100 610 001 2	2026-2027 COOP		127.60
01 1100 610 001 2	2026-2027 COOP		13.60
Total STAPLES BUSINESS ADVANTAGE			1,080.07

Board Report - Detail after checks are printed

		Unposted	
Account Number	Detail Description	Check Number	Amount
STUDIES WEEKLY	560722	54093	564.66
01 1100 610 002 1	NE Studies Weekly, 4th GR, Print & Onlin		497.50
01 1100 610 002 1	Shipping		67.16
Total STUDIES WEEKLY			564.66
Thompson Glass, Inc.	111966	54094	130.86
01 2620 431 001 2	Crows Nest Glass		130.86
Thompson Glass, Inc.	112259	54094	40.36
01 2620 431 001 2	Crows Nest Repairs		40.36
Total Thompson Glass, Inc.			171.22
TREE MONKEYS LLC	4355	54095	1,500.00
01 2620 431 002 1	GS Tree Removal		1,500.00
Total TREE MONKEYS LLC			1,500.00
Weiss, Jeff	824651	54096	125.00
01 2730 431 000 0	2024 Expedition Inspection		125.00
Weiss, Jeff	824652	54096	288.01
01 2730 431 000 0	2021 Expedition Maint.		288.01
Weiss, Jeff	824653	54096	125.00
01 2730 431 000 0	2016 Expedition Inspection		125.00
Weiss, Jeff	824654	54096	125.00
01 2730 431 000 0	2014 Caravan Inspection		125.00
Weiss, Jeff	824655	54096	322.92
01 2730 431 000 0	2022 Traverse Maint.		322.92
Weiss, Jeff	824656	54096	165.00
01 2730 431 000 0	2020 Thomas Inspection		165.00
Weiss, Jeff	824657	54096	165.00
01 2730 431 000 0	2009 Thomas Inspection		165.00
Weiss, Jeff	824658	54096	165.00
01 2730 431 000 0	2013 Thomas Inspection		165.00
Weiss, Jeff	824659	54096	165.00
01 2730 431 000 0	2011 Thomas Inspection		165.00
Weiss, Jeff	824660	54096	165.00
01 2730 431 000 0	2016 Thomas Inspection		165.00
Total Weiss, Jeff			1,810.93
Fund Number 01			216,945.28
Checking Account ID 1			216,945.28
Checking Account ID 8	Fund Number 08	SPEC. BUILDING FUND	
A E SERVICES, LLC	24313	1892	15,620.00
08 4500 720 001 2	Concession Stand Remodel		15,620.00
Total A E SERVICES, LLC			15,620.00
Legacy Flooring Center	A00722	1893	7,965.00
08 4700 720 001 2	New Flooring		7,965.00
Total Legacy Flooring Center			7,965.00
Fund Number 08			23,585.00
Checking Account ID 8			23,585.00

Account Number

Detail Description

Amount

Amount

Mitchell Public Schools
08/07/2026 11:16 AM
Vendor Name

Board Report - Detail after checks are printed
Unposted; Batch Description August 2026 Concession Stand Invoice

Invoice Number		Check Number	Amount
Detail Description			Amount
Account Number	Fund Number	08	SPEC. BUILDING FUND
Checking Account ID 8	335295	1894	8,441.54
MB KEM OHD LLC.	Concession Stand Overhead Doors		8,441.54
08 4500 720 001 2			8,441.54
Total MB KEM OHD LLC.			8,441.54
Fund Number 08			8,441.54
Checking Account ID 8			8,441.54

Policy No. 5004 - Full-time and Part-time Enrollment

Students

Full-time Enrollment

Students must be enrolled in [Name] Public Schools on a full-time basis. Full-time basis is defined as attending classes for the full instructional day within the public school system.

Exceptions are permitted only for:

1. enrolled students attending another state accredited institution such as a vocational-technical school or a college or university for school credit;
2. enrolled students taking the limited number of credits needed to graduate in the school year;
3. enrolled students in need of modified school attendance as an accommodation for a disability or similar unique circumstance;
4. enrolled students receiving special education services where the student's IEP requires a modified schedule, or non-enrolled students receiving special education services or other legally mandated services required to be provided to eligible resident children under state and federal laws and regulations;
5. students from other school districts participating in programs offered by the District pursuant to an interlocal agreement or other arrangement approved by the School Board; and
6. non-public school students in accordance with the policies and procedures set forth in this policy.

Part-Time Enrollment of Non-Public School Students

The School Board shall allow the part-time enrollment of students who are residents of the school district, or admitted to the District pursuant to state law, and who are also enrolled in a private, denominational, or parochial school or in a school which elects pursuant to section 79-1601, not to meet accreditation or approval requirements. Such students are referred to herein as "non-public school students."

The School Board establishes the following guiding principles for enrollment of non-public school students:

- (1) The primary school for a non-public school student is the student's private, denominational, parochial or home school.

- (2) Enrollment of a non-public school student in [Name] Public Schools is allowed for the purpose of providing enhanced educational opportunities not otherwise available to the non-public school student. It is not to supplant programming of the student's primary school.
- (3) Non-public school students are not to be given priority over full-time students.
- (4) Non-public school students are to be enrolled only in programs or courses that are educationally appropriate for the student.
- (5) Enrollment of non-public school students is not to negatively affect the educational services to be provided to full-time students.

The School Board establishes the following specific policies and procedures for enrollment of non-public school students. In the event the specific policies and procedures require interpretation or do not fully resolve an issue, the above established guiding principles are to be considered.

A. Non-Public School Student Enrollment Application Procedures.

1. Application. Parent or guardian must submit an Application of Non-Public School Student for Part-Time Enrollment to the principal of the school the student desires to attend.
2. Deadline for Applications. The application must be received by August 1st preceding the school year the student wishes to enroll.
 - a. Change of Residence Exception: The application deadline for a student who becomes a resident of the District after the school year has commenced is: 20 calendar days after the student becomes a resident of the District. The principal may delay enrollment until the next following quarter or semester starts, or at such other time as determined to be educationally appropriate.
 - b. High School Course Exception: The application deadline for a student who desires to enroll in a second semester high school course is December 1st.
3. Action on Applications. The principal will review the application and will notify the parent of the approval or denial of the application within 2 weeks of receipt of the application or 2 weeks prior to the start of school or 2 weeks prior to the start of the next semester, whichever is later.
4. Appeals. The parent or guardian may appeal the principal's action to deny their application. Any such appeal must be submitted to the Superintendent within 14 calendar days from the date of the principal's action. The appeal shall be in writing and shall be decided on the basis of the written submission. The Superintendent may request the parent or guardian to provide further explanation or information and the appeal may be denied in the event the parent or guardian fails to fully respond on a timely basis. The Superintendent shall decide the appeal within 10 calendar days of

the submission of the appeal. The Superintendent may make a decision later than the 10 days in the event good reason for delay exists. Good reason includes but is not limited to the Superintendent being unable to gather the information the Superintendent determines necessary to make the decision within the decision period.

5. Annual Applications. Part-time enrollment is determined annually. Application must be made each school year. There will be no guarantee that enrollment will be continued from one year to the next.

B. Non-Public School Student Admission

1. Admission Requirements. Just complete the normal enrollment process and forms required by the District and/or the building for enrollment of all children. This includes the requirements relating to: birth certificates, immunizations, physical examinations, and visual evaluations.

C. Non-Public School Student Enrollment Standards

1. Maximum Enrollment. Subject to Paragraph D.9. of this Policy, students may not typically enroll in more than 2 middle school or high school courses during any one semester. Elementary students may not enroll in programming of greater than 90 minutes of instruction each day.

2. Capacity Limits. Enrollment will ordinarily be subject to capacity limits. Any grade level, program, or course which has been determined to be at capacity for option enrollment purposes will ordinarily not be available for non-public school students.

3. Integrated Courses. Students must meet prerequisite requirements to be enrolled in a course by appropriate credits earned through an accredited program. The principal may on a discretionary basis allow prerequisite requirements to be satisfied where the student provides reasonable indications that the academic criteria have been met, such as results from achievement tests or other indications of adequate preparation.

4. Educationally Appropriate Programs and Courses. Students will not be allowed to enroll in programs or courses which the school administration determines to not be educationally appropriate for the student. Determination of whether a program or course is educationally appropriate will be made based on the standards the District uses for making academic placement decisions.

5. Selection of Courses. Subject to Paragraphs 1 through 4 of this Paragraph C, and all other applicable provisions of this Policy, non-public school students may select their courses.

D. Non-Public School Student Policies

1. General Standard. Non-public school students who are enrolled part-time are to be subject to the same standards as full-time enrolled students except where appropriate to reflect their part-time status.
2. Building assignment. Students must enroll in the attendance center that serves the student's residence, provided that the administration reserves the authority to make a different attendance center assignment. A student may request assignment to an attendance center other than that of the student's residence under the intra-district transfer procedures.
3. No Partial Part-Time Enrollment. Students must apply for enrollment and attend the entire school year for which enrollment is made or, for high school courses, for the full length of the course. Once enrolled, part-time students will be required to participate in all activities, programs, and tests related to the program or course for which the student is enrolled.
4. Student Conduct Policies. Students enrolled on a part-time basis shall be required to follow all school policies that apply to other students at any time the part-time student is present on school grounds or at a school-sponsored activity or athletic event. This includes the District's student conduct policies. Students enrolled on a part-time basis shall be subject to discipline, including suspension or expulsion, for violation of student conduct rules.
5. Attendance. Students enrolled on a part-time basis are not exempt from the compulsory attendance laws or from the District's attendance policies. Students who engage in excessive absenteeism as defined in Board policy are to be reported under the truancy laws.
6. Presence on School Grounds. Students enrolled on a part-time basis are to be present on school grounds during the school day only at the times required for their attendance in the program or course in which they are enrolled. Exceptions may be made in the discretion of the principal or the principal's designee. Students must sign in and out of the school by following the building level procedure. Students are responsible for being aware of any changes in the school schedule during inclement weather or for other reasons.
7. Transportation. Students enrolled on a part-time basis are not entitled to transportation or transportation reimbursement, unless otherwise required by law. Full-time students will be given first consideration for parking on the high school campus.
8. Academic Honors. Students enrolled on a part-time basis will not be eligible to graduate or receive a diploma from the District or receive academic honors (for example, class rank and honor roll) except to the extent the student meets all requirements of the District's policies for such, including attainment of minimum credits and semesters of attendance.

9. Extracurricular Activities. Any student who is a resident of the District and who is enrolled in a school which elects pursuant to section 79-1601, not to meet accreditation or approval requirements may participate in any of the District's extracurricular activity programs to the same extent and subject to the same requirements, conditions, and procedures as a full-time student in the District. Non-resident students may only be admitted on a part-time basis or permitted to participate in a school-sponsored extracurricular activity when required by law. The District's Activities Director will coordinate with the student's parent or guardian to secure assurances of compliance with these expectations. There shall be no preference given to any student participating in any extracurricular activity based off their status as a full-time or part-time student. Part-time students will be expected to comply with the same or similar expectations as full-time students to participate in any activity, including team rules. Participation in activities that are subject to the bylaws of the Nebraska School Activities Association (NSAA) will be limited to those students who meet the NSAA bylaws.

Part-time students participating in extracurricular activities shall meet the following enrollment requirements, consistent with state law:

- (a) For activities regulated by an athletics or activities association (including the Nebraska School Activities Association), the student shall be enrolled in five credit hours offered by the District during each semester of participation. The student may elect to enroll in more than five credit hours.
- (b) For activities governed by a national or state organization other than the NSAA, the student shall be enrolled in the minimum number of credit hours required by such organization. The student may elect to enroll in more than five credit hours.
- (c) For activities not governed by the NSAA or a national or state organization, the student must enroll in at least five credit hours or the equivalent for middle school students.

Legal Reference: Neb. Rev. Stat. Sec. 79-215, 79-2,136 & 79-526,

Title 92, Nebraska Administrative Code, Chapter 10

Date of Adoption: Wednesday, May 6, 2026

Policy No. 5006 - Option Enrollment

Students

A. Process to Option In

For a student to attend [Name] Public Schools as an option enrollment student, the student's parent or legal guardian must submit an application to the Board of Education of the [Name] Public School District between September 1 and March 15 for enrollment in the following school year (the "application period"), unless otherwise permitted by law.

Upon receipt of an application, the Superintendent or the Superintendent's designee shall provide the resident school district or, if the student attends a different district as an option student, the option district with the name of the applicant on or before April 1 or, in the case of an application submitted after March 15, within sixty days after submission.

Provisions for Waiver of Application Deadline (Choose one or modify as desired):

Option 1 (Waiver unless at capacity):

The application deadline may be waived by the School District for applications to option into the [Name] Public School District, provided that the application contains a release approval from the resident district or, if the student is an option student attending a different district, the option district attended by the student and satisfies any other requirements of law. Further, the application deadline shall not be waived if the application is for enrollment in any program, class, grade level or school building or in any special education programs operated by this School District which have been determined by the School District to be at capacity in accordance with the capacity standards (Appendix "1"), and no waiver of the deadline shall be made for such an application regardless of whether such capacity determinations are declared invalid for any reason.

B. Rejection of Applications; Reasons

1. Capacity: An option enrollment application shall be rejected if the capacity of a program, class, grade level, or school building operated by the School District would be exceeded by accepting the application, and an option enrollment application shall be rejected in the event the application is for enrollment in a program, class, grade level, or school building which has been declared unavailable to option students due to lack of capacity.

The Director of Special Education shall review on a case-by-case basis all option applications for students that would receive or could be eligible to receive special education or related services. If the Director or designee determines that the District does not have the capacity to provide the student with the appropriate services and

accommodations, then the Director or designee shall send a denial notice to the parent(s) or guardian(s) and include a description of services and accommodations that the District does not have the capacity to provide.

2. Timeliness: An option enrollment application shall be rejected if the application is not filed on or before March 15, and the filing deadline has not been waived.

3. Previous Option Enrollment: An option enrollment application shall be rejected if the student has exhausted the number of allowable option enrollments under state law.

4. Other Reasons: An option enrollment application may be rejected in the event the Superintendent, the Superintendent's designee, or the School District determines: The application is not completely and accurately submitted, is not received within the time required by law, or any additional information requested to be supplied is not supplied to the School District within the time lines indicated; or in the event acceptance of the application is not required by law. Matters which are legally prohibited from being considered as standards for acceptance or rejection of applications (including "previous academic achievement, athletic or extracurricular ability, disabilities, proficiency in the English language, or previous disciplinary proceedings" and further including, without limitation, race, national origin, and gender) shall not be considered as reasons for acceptance or rejection.

C. Siblings

Notwithstanding anything to the contrary in this policy, the application of a sibling of a student who currently attends the District will be automatically accepted. For purposes of this policy, a "sibling" means a child residing in the same household on a permanent basis who has the same mother or father or who are stepbrother or stepsister to each other. The Superintendent or designee has the discretion to waive the deadline for a sibling's application received after the deadline.

D. Priority of Acceptance

Priority shall be afforded to those applications required to be given priority by law.

Filing date determinations are made by the Superintendent, or the Superintendent's designee. In the event applications within a group are received at the same or substantially at the same time, priority as between such same-date applications shall be determined on the basis of random drawing.

E. Determination of Capacity

The School District will determine and set, on an annual basis, the maximum number of option enrollment applications the School District will accept in any program, class, grade level or school building operated by this School District, based upon available staff, facilities, projected enrollment of resident students, projected number of students with which this School District will contract based on existing contractual arrangements,

and may declare a program, class or school unavailable to option students due to lack of capacity. Such determinations may be made in the form of an Appendix "1" to this Policy. The determination and declaration made for any school year shall continue in effect for the next and subsequent school years unless otherwise determined and/or declared. The capacity for special education services shall be determined on a case-by-case basis as determined by the Director of Special Education or designee.

F. Releases for Options Out

Provisions for Release :

Option 1 (Release unless Expulsion is Pending):

A request for release of a resident student or option student currently attending [Name] Public School District who submits an option application after March 15 will be granted, unless the administration is considering or has recommended expulsion of the student at the time the application is filed, and the administration determines it is appropriate to complete the expulsion process.

The Superintendent or the Superintendent's designee is hereby authorized to execute such releases on behalf of the School District and the School District.

G. Notification of Acceptance or Rejection

In the case of an application to option enroll into the School District, the Superintendent or the Superintendent's designee shall notify, in writing, the parent or legal guardian of the student, and the resident school district or, if the student is an option student attending a different district, that option district whether the application is accepted or rejected on or before April 1 or, in the case of an application submitted after March 15, within sixty days after submission.

If an option enrollment application or a request for release is rejected by the [Name] Public School District, the Superintendent or the Superintendent's designee shall provide written notification to the parent or guardian stating the reasons for the rejection and the process for appealing such rejection to the State Board of Education. Such notification shall be sent by certified mail.

H. Status of Option Student

A student who is admitted under the enrollment option program shall be treated as a resident student, and in such regard shall be required to provide such enrollment information and documentation as is required for enrollment of other students (e.g., certified birth certificate and evidence of physical examination, visual evaluation and immunization), shall be required to be enrolled on a full-time basis, and shall be required to adhere to student conduct rules. The building assignment for an option student, as well as classroom and grade level assignments, shall be determined solely by the administration.

An option student shall not be entitled to transportation except as required by law. Transportation or transportation reimbursement will be provided only in the following circumstances:

1. The Mitchell] Public School District may, upon mutual agreement with the parent or legal guardian of an option student, provide transportation to the option student on the same basis as provided for resident students. The school district may charge the parents of each option student transported a fee sufficient to recover the additional costs of such transportation.

Option students who qualify for free lunches are eligible for either free transportation or transportation reimbursement from the option school district. The District's policy is that the District selects which service (transportation or reimbursement) is to be provided to students.

2. For option students receiving special education services, the transportation services required in the student's Individualized Education Plan shall be provided by the resident school district.

I. Information Regarding Schools, Programs, Policies and Procedures.

As part of the option enrollment program, the administration shall make information about the Mitchell] Public Schools and the school, programs, policies and procedures available to all interested persons and shall have a copy of the option enrollment policy and regulations available at each school building.

Legal Reference: Neb. Rev. Stat. Sections 79-232, to 79-246,

Date of Adoption: Wednesday, May 6, 2026

RESOLUTION

WHEREAS, the School Board is required by law to adopt by resolution policies and specific standards for acceptance or rejection of option enrollment applications by October 15th for the following school year; and,

WHEREAS, the School Board has received and reviewed evidence and information submitted by the administration and other sources and made determinations thereon with respect to standards for acceptance or rejection and with respect to the capacity of this school district to accept option enrollment students based upon available staff, available facilities, projected enrollment, and availability of special education programs for the following school year; and,

WHEREAS, the School Board has determined that the educational interests of this school district would be best served by adoption of the resolutions, and the policies and specific standards herein contained.

NOW, THEREFORE, BE IT RESOLVED that the Option Enrollment Policy presented to the School Board as Policy 5006, and Appendix "1" to such Policy 5006, should be and the same are hereby adopted, and any previous policy or interpretation or application of the option enrollment program which is or has been inconsistent with the Policy 5006, and Appendix "1" to such Policy 5006, are repealed effective on the date of the passage of this resolution,

BE IT FURTHER RESOLVED that all paragraphs, subparagraphs, and portions of words of this Resolution, of Policy 5006, and Appendix "1" to such Policy 5006 are severable and that in the event any of the same are determined to be invalid for any reason, such determination shall not affect the validity of any of the remainder of the same.

BE IT FURTHER RESOLVED that policies and specific standards for acceptance or rejection of option enrollment applications should be and are hereby adopted, for applications filed after adoption of this resolution, and are hereinafter set forth:

The above Resolution, having been read in its entirety, member _____ moved for its passage and adoption, member _____ seconded the same. After discussion and on roll call vote, the following members voted in favor of passage and adoption of the above Resolution:

_____.

The following members voted against the same: _____.

The following members were absent or not voting: _____.

The Resolution having been consented to and approved by a majority of the members of the School Board, was declared as passed and adopted by the President at a duly held and lawfully convened meeting in full compliance with the Nebraska open meetings law.

DATED this ____ day of _____, 20__.

[NAME] PUBLIC SCHOOLS

By: _____

Attest: _____ President

Secretary

Appendix "1" to Option Enrollment Policy

The following is Appendix "1" to Policy 5006 for the current school year. The Board of Education hereby sets forth the maximum number of option students for the current school year in any program, class, grade level or school building or in any special education programs operated by this school district, based upon available staff, facilities, projected enrollment of resident students, projected number of

students with which this school district will contract based on existing contractual arrangements, and availability of appropriate special education programs. Any program, class, grade level, or school building which has "0" as the No. of Option Students is hereby declared unavailable to option students due to lack of capacity.

PROGRAM	PROGRAM CAPACITY	PROJECTED ENROLLMENT	NO. OF OPTION STUDENTS
Kindergarten			
First			
Second			
Third			
Fourth			
Fifth			
Building Capacity, Elementary			
Sixth			
Seventh			
Eighth			
Building Capacity, Middle School Attendance Center			
Ninth			
Tenth			
Eleventh			
Twelfth			
Building Capacity, Sr. High School Attendance Center			

* Special education capacity will be determined on a case-by-case basis in accordance with state law and the available resources as determined by the District's Director of Special Education or designee.

** Siblings of current option students are exempt from any capacity limits.

[Print on School District Letterhead]

[Date]

[Insert Name of Parent/Guardian]

[Insert Street Address]

[Insert City], NE [Insert Zip Code]

RE: Option Enrollment; [Insert Name of Student]

Dear [Name of Parent/Guardian]:

I am writing to notify you of the rejection of your:

___ option enrollment application

___ request for a release approval.

Reason for Rejection: The reason for the rejection is that your application or request does not meet the conditions for approval that are set forth in the District's option enrollment policy and/or state law. Additional reasons for the rejection are set forth in the completed application form, which is enclosed.

Special Education Capacity Determination: If the option application disclosed or revealed that the student would receive or could be eligible to receive special education or related services, the District conducted an individualized analysis to determine capacity. After this careful individualized assessment, the District's Director of Special Education or designee concluded that the District does not have the capacity to provide the student with the following services and accommodations: _____

Appeal Process: The parent or legal guardian may appeal a rejection of an application or of a request to release. The appeal is to be filed with the State Board of Education within thirty days after the date the notification of rejection is received. A sample petition form for an appeal can be found on the Nebraska Department of Education's website (<https://www.education.ne.gov/>).

Sincerely,

[Name] Public Schools

[Name of Superintendent], Superintendent

Enclosure: Completed Option Enrollment Application

Sent via certified mail

Policy No. 5101 - Student Discipline

Students

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

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

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

The following process will apply to short-term suspensions:

- a. The Principal or the Principal's designee will make a reasonable investigation of the facts and circumstances. A short-term suspension will be made upon a determination that the suspension is necessary to help any student, to further school purposes, or to prevent an interference with school purposes.
- b. Prior to commencement of the short-term suspension, the student will be given oral and written notice of the charges against the student. The student will be advised of what the student is accused of having done, an explanation of the evidence the authorities have, and be afforded an opportunity to explain the student's version of the facts.
- c. Within 24 hours or such additional time as is reasonably necessary, not to exceed an additional 48 hours, following the suspension, the Principal or administrator will send a written statement to the student and the student's parent or guardian describing (i) the student's conduct, misconduct, or violation of the rule or standard; (ii) the reasons for the action taken; (iii) the actions taken by the school to attempt to address or alleviate the behavior prior to suspension; (iv)

resources the school is able to provide or recommend to assist the student; and (v) how the school plans to address the behavior moving forward, including strategies to maximize the student's continued participation in school.

d. An opportunity will be given to the student, and the student's parent or guardian, to have a conference with the Principal or administrator ordering the short-term suspension before or at the time the student returns to school. The Principal or administrator shall determine who in addition to the parent or guardian is to attend the conference. The Principal shall document their attempt to make a reasonable effort to hold a conference with the parent or guardian.

e. A student who is on a short-term suspension shall not be permitted to be on school grounds without the express permission of the Principal.

2. Long-Term Suspension: A long-term suspension means an exclusion from school and any school functions for a period of more than five school days but less than twenty school days. A student who is on a long-term suspension shall not be permitted to be on school grounds without the express permission of the Principal. A notice will be given to the student and the parents/guardian when the Principal recommends a long-term suspension. The notice will include a description of (i) the student's conduct, misconduct, or violation of the rule or standard; (ii) the reasons for the action taken; (iii) the actions taken by the school to attempt to address or alleviate the behavior prior to suspension; (iv) resources the school is able to provide or recommend to assist the student; and (v) how the school plans to address the behavior moving forward, including strategies to maximize the student's continued participation in school.

3. Expulsion:

a. Meaning of Expulsion. Expulsion means exclusion from attendance in all schools, grounds and activities of or within the system for a period not to exceed the remainder of the semester in which it took effect unless the misconduct occurred (a) within ten school days prior to the end of the first semester, in which case the expulsion shall remain in effect through the second semester, or (b) within ten school days prior to the end of the second semester, in which case the expulsion shall remain in effect for summer school and the first semester of the following school year, or (c) unless the expulsion is for conduct specified in these rules or in law as permitting or requiring a longer removal, in which case the expulsion shall remain in effect for the period specified therein. Such action may be modified or terminated by the school district at any time during the expulsion period. A student who has been expelled shall not be permitted to be on school grounds without the express permission of the Principal. A notice will be given to the student and the parents/guardian when the Principal recommends an expulsion. The notice will include a description of: (i) the student's conduct, misconduct, or violation of the rule or standard; (ii) the reasons for the action taken; (iii) the actions taken by the school to attempt to address or alleviate the behavior prior to suspension; (iv) resources the school is able to provide or

recommend to assist the student; and (v) how the school plans to address the behavior moving forward, including strategies to maximize the student's continued participation in school.

b. Suspensions Pending Hearing. When a notice of intent to discipline a student by long-term suspension, expulsion, or mandatory reassignment is filed with the Superintendent, the student may be suspended by the principal until the date the long-term suspension, expulsion, or mandatory reassignment takes effect if the principal determines that the student must be suspended immediately to prevent or substantially reduce the risk of (a) interference with an educational function or school purpose or (b) a personal injury to the student himself or herself, other students, school employees, or school volunteers. If the student is suspended pending the outcome of the hearing, the student may complete classwork and homework, including, but not limited to, examinations, missed during the period of suspension. During this period, the student will not be required to attend the alternative programs for expelled students in order to complete classwork or homework.

c. Summer Review. Any expulsion that will remain in effect during the first semester of the following school year will be automatically scheduled for review before the beginning of the school year in accordance with law.

d. Alternative Education: Students who are expelled may be offered an alternative education program that will enable the student to continue academic work for credit toward graduation. A student will not be required to attend the alternative education program in order to complete classwork and homework. In the event an alternative education program is not provided, a conference will be held with the parent, student, the Principal or another school representative assigned by the Principal, and a representative of a community organization that assists young people or that is involved with juvenile justice to develop a plan for the student in accordance with law.

e. Suspension of Enforcement of an Expulsion: Enforcement of an expulsion action may be suspended for a period of not more than one full semester in addition to the balance of the semester in which the expulsion takes effect. As a condition of such suspended action, the student and parents will be required to sign a discipline agreement.

f. Students Subject to Juvenile or Court Probation. Prior to the readmission to school of any student who is less than nineteen years of age and who is subject to the supervision of a juvenile probation officer or an adult probation officer pursuant to the order of the District Court, County Court, or Juvenile Court, who chooses to meet conditions of probation by attending school, and who has previously been expelled from school, the Principal or the Principal's designee shall meet with the student's probation officer and assist in developing conditions of probation that will provide specific guidelines for behavior and consequences for misbehavior at school (including conduct on school grounds and conduct

during an educational function or event off school grounds) as well as educational objectives that must be achieved. If the guidelines, consequences, and objectives provided by the Principal or the Principal's designee are agreed to by the probation officer and the student, and the court permits the student to return to school under the agreed to conditions, the student may be permitted to return to school. The student may, with proper consent, upon such return, be evaluated by the school for possible disabilities and may be referred for evaluation for possible placement in a special education program. The student may be expelled or otherwise disciplined for subsequent conduct as provided in Board policy and state statute.

g. Returning from Expulsion. At the conclusion of an expulsion, the District will reinstate the student and accept nonduplicative, grade-appropriate credits earned by the student during the term of expulsion from any Nebraska accredited institution or institution accredited by one of the six regional accrediting bodies in the United States.

h. Exception for Pre-Kindergarten through Second Grade Students.

Notwithstanding the foregoing, a pre-kindergarten through second grade student shall not be suspended unless the student (1) brings a deadly weapon to school grounds, a school vehicle, or a school activity or (2) engages in violent behavior capable of causing physical harm to another student or school employee. In all other circumstances, the Principal or designee shall implement appropriate alternative disciplinary measures on a case-by-case basis. A student who brings a deadly weapon may be expelled in accordance with this Policy's disciplinary procedures.

i. Religious Freedom. The District will not substantially burden a student's right to religious exercise unless the student's religious exercise is disruptive to the school environment, not permitted by staff, may pose a safety risk, or would otherwise interfere with the school day.

4. Emergency Exclusion: A student may be excluded from school in the following circumstances:

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

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

If the emergency exclusion will be for five school days or less, the procedures for a short-term suspension shall be followed. If the Superintendent or his or her designee

determines that an emergency exclusion shall extend beyond five days, a hearing may be held, upon a parent's timely request, and a final determination made within ten school days after the initial date of exclusion. Such procedures shall substantially comply with the procedures set forth in this policy for a long-term suspension or expulsion, and be modified only to the extent necessary to accomplish the hearing and determination within this shorter time period.

5. Other Forms of Student Discipline: Administrative and teaching personnel may also take actions regarding student behavior, other than removal of students from school, which are reasonably necessary to aid the student, further school purposes, or prevent interference with the educational process. Such actions may include, but are not limited to, counseling of students, parent conferences, rearrangement of schedules, requirements that a student remain in school after regular hours to do additional work, restriction of extracurricular activity, or requirements that a student receive counseling, psychological evaluation, or psychiatric evaluation upon the written consent of a parent or guardian to such counseling or evaluation. The actions may also include in-school suspensions. When in-school suspensions, after-school assignments, or other disciplinary measures are assigned, the student is responsible for complying with such disciplinary measures. A failure to serve such assigned discipline as directed will serve as grounds for further discipline, up to expulsion from school.

B. Student Conduct Expectations. Students are not to engage in conduct which causes or which creates a reasonable likelihood that it will cause a substantial disruption in or material interference with any school function, activity or purpose or interfere with the health, safety, well being or rights of other students, staff or visitors.

C. Grounds for Short-Term Suspension, Long-Term Suspension, Expulsion or Mandatory Reassignment. The following conduct has been determined by the Board of Education to have the potential to seriously affect the health, safety or welfare of students, staff and other persons or to otherwise seriously interfere with the educational process. Such conduct constitutes grounds for long-term suspension, expulsion, or mandatory reassignment, and any other lesser forms of discipline. The conduct is subject to the consequence of long-term suspension, expulsion, or mandatory reassignment where it occurs on school grounds, in a vehicle owned, leased, or contracted by the school and being used for a school purpose or in a vehicle being driven for a school purpose by a school employee or an employee's designee, or at a school-sponsored activity or athletic event. Mandatory reassignment shall be subject to the same procedural requirements and protections as long-term suspension and expulsion.

1. Willfully disobeying any reasonable written or oral request of a school staff member, or the voicing of disrespect to those in authority.
2. Use of violence, force, coercion, threat, intimidation, harassment, or similar conduct in a manner that constitutes a substantial interference with school purposes or making any communication that a reasonable recipient would interpret as a serious expression of an intent to harm or cause injury to another.

3. Willfully causing or attempting to cause substantial damage to property, stealing or attempting to steal property of substantial value, repeated damage or theft involving property, or setting or attempting to set a fire of any magnitude.
4. Causing or attempting to cause personal injury to any person, including any school employee, school volunteer, or student. Personal injury caused by accident, self-defense, or other action undertaken on the reasonable belief that it was necessary to protect some other person shall not constitute a violation of this subdivision.
5. Threatening or intimidating any student for the purpose of or with the intent of obtaining money or anything of value from such student or making a threat which causes or may be expected to cause a disruption to school operations.
6. Knowingly possessing, handling, or transmitting any object or material that is ordinarily or generally considered a weapon or that has the appearance of a weapon or bringing or possessing any explosive device, including fireworks.
7. Engaging in selling, using, possessing or dispensing of alcohol, tobacco, narcotics, drugs, controlled substance, or an inhalant; being under the influence of any of the above; possession of drug paraphernalia, or the selling, using, possessing, or dispensing of an imitation controlled substance as defined in section 28-401, of the Nebraska statutes, or material represented to be alcohol, narcotics, drugs, a controlled substance or inhalant. Tobacco means any tobacco product (including but not limited to cigarettes, cigars, and chewing tobacco), vapor products (such as e-cigarettes), electronic nicotine delivery systems, alternative nicotine products, tobacco product look-alikes, and products intended to replicate tobacco products either by appearance or effect. Use of a controlled substance in the manner prescribed for the student by the student's physician is not a violation. The term "under the influence" has a less strict meaning than it does under criminal law; for school purposes, the term means any level of impairment and includes even the odor of alcohol or illegal substances on the breath or person of a student; also, it includes being impaired by reason of the abuse of any material used as a stimulant.
8. Public indecency or sexual conduct. This includes "deep fakes" or other computer-generated images of other students or staff intended to bully, harass, intimidate, or humiliate another student or staff member.
9. Engaging in bullying, which includes any ongoing pattern of physical, verbal, or electronic abuse on school grounds, in a vehicle owned, leased, or contracted by a school being used for a school purpose by a school employee or a school employee's designee, or at school-sponsored activities or school-sponsored athletic events.
10. Sexually assaulting or attempting to sexually assault any person. This conduct may result in an expulsion regardless of the time or location of the offense if a complaint alleging such conduct is filed in a court of competent jurisdiction.
11. Engaging in any activity forbidden by law which constitutes a danger to other students or interferes with school purposes. This conduct may result in an expulsion

regardless of the time or location of the offense if the conduct creates or had the potential to create a substantial interference with school purposes, such as the use of the telephone or internet off-school grounds to threaten.

12. A repeated violation of any rules established by the school district or school officials if such violations constitute a substantial interference with school purposes, including (but not limited to) a violation of the District's dress code and electronic communication device rules.

13. Truancy or failure to attend assigned classes or assigned activities; or tardiness to school, assigned classes or assigned activities.

14. The use of language, written or oral, or conduct, including gestures, which is profane or abusive to students or staff members. Profane or abusive language or conduct includes, but is not limited to, that which is commonly understood and intended to be derogatory toward a group or individual based upon race, gender, disability, national origin, or religion.

15. Willfully violating the behavioral expectations for riding school buses or vehicles.

A student who engages in the following conduct shall be expelled for the remainder of the school year in which it took effect if the misconduct occurs during the first semester, and if the expulsion for such conduct takes place during the second semester, the expulsion shall remain in effect for the first semester of the following school year, with the condition that such action may be modified or terminated by the school district during the expulsion period on such terms as the administration may establish:

a. The knowing and intentional use of force in causing or attempting to cause personal injury to a school employee, school volunteer, or student, except if caused by accident, self-defense, or on the reasonable belief that the force used was necessary to protect some other person and the extent of force used was reasonably believed to be necessary, or

b. The knowing and intentional possession, use, or transmission of a dangerous weapon other than a firearm.

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

case basis, provided that such modification is in writing. Bringing a firearm or other dangerous weapon to school for any reason is discouraged; however, a student will not be subject to disciplinary action if the item is brought or possessed under the following conditions:

- a. Prior written permission to bring the firearm or other dangerous weapon to school is obtained from the student's teacher, building administrator and parent.
- b. The purpose of having the firearm or other dangerous weapon in school is for a legitimate educational function.

For purposes of this policy, the term "dangerous weapon" includes any personal safety or security device (such as tasers, mace and pepper spray). If a student desires to carry or possess a personal safety or security device, the student must obtain prior approval from the building principal before bringing such device on school grounds. If a student obtains prior approval from the building principal, the student must store the device during the school day in the student's locker, in the main office or in another secure location designated by the building principal. A student shall not carry a personal safety or security device during the school day.

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

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

- a. Clothing that shows an inappropriate amount of bare skin or underwear or clothing that is too tight, revealing or baggy, or tops and bottoms that do not overlap or any material that is sheer or lightweight enough to be seen through, or otherwise of an appropriate size and fit so as to be revealing or drag on the ground.
- b. Clothing or jewelry that advertises or promotes beer, alcohol, tobacco, or illegal drugs.
- c. Clothing or jewelry that could be used as a weapon (chains, spiked apparel) or that would encourage "horse-play" or that would damage property (e.g. cleats).
- d. Head wear including hats, caps, bandannas, and scarves.

e. Clothing or jewelry which exhibits nudity, makes sexual references or carries lewd, indecent, or vulgar double meaning.

f. Clothing or jewelry that is gang related

A student who is a member of an indigenous tribe of the United States or another country may wear tribal regalia in any location where the student is authorized to be on such school grounds or at any school function, as long as the tribal regalia does not interfere with the educational process and does not endanger another person, as determined by the administration. Further, students will also be permitted to wear attire, including religious attire, natural and protective hairstyles, adornments or other characteristics associated with race, national origin, or religion, as long as the attire does not interfere with the educational process and does not endanger another person, as determined by the administration.

No student shall be disproportionately affected by a dress code or grooming policy enforcement because of the student's gender, race, color, religion, disability, or national origin.

No school staff shall permanently or temporarily alter or cut a student's hair.

The final decision regarding attire and grooming will be made by the Principal or Superintendent. In the event a student is uncertain as to whether a particular item or method of grooming is consistent with the school's guidelines, the student should contact the Principal for approval, and may also review such additional posting of prohibited items or grooming which may be available in the Principal's office.

A student dress code violation will be treated as a minor rule violation and may not require the student to miss substantial classroom time, instructional time, or school activities. However, a repeated violation of school rules may subject the student to further discipline, as outlined in this Policy.

2. Academic Integrity.

a. Policy Statement: Students are expected to abide by the standards of academic integrity established by their teachers and school administration. Standards of academic integrity are established in order for students to learn as much as possible from instruction, for students to be given grades which accurately reflect the student's level of learning and progress, to provide a level playing field for all students, and to develop appropriate values. Cheating and plagiarism violate the standards of academic integrity. Sanctions will be imposed against students who engage in such conduct.

b. Definitions: The following definitions provide a guide to the standards of academic integrity:

(1) "Cheating" means intentionally misrepresenting the source, nature, or other conditions of academic work so as to accrue undeserved credit, or to cooperate with someone else in such misrepresentation. Such misrepresentations may, but need not necessarily, involve the work of others. Cheating includes, but is not limited to:

(a) Tests (includes tests, quizzes and other examinations or academic performances):

(i) Advance Information: Obtaining, reviewing or sharing copies of tests or information about a test before these are distributed for student use by the instructor. For example, a student engages in cheating if, after having taken a test, the student informs other students in a later section of the questions that appear on the test.

(ii) Use of Unauthorized Materials: Using notes, textbooks, pre-programmed formulae in calculators, or other unauthorized material, devices or information while taking a test except as expressly permitted. For example, except for "open book" tests, a student engages in cheating if the student looks at personal notes or the textbook during the test.

(iii) Use of Other Student Answers: Copying or looking at another student's answers or work, or sharing answers or work with another student, when taking a test, except as expressly permitted. For example, a student engages in cheating if the student looks at another student's paper during a test. A student also engages in cheating if the student tells another student answers during a test or while exiting the testing room, or knowingly allows another student to look at the student's answers on the test paper.

(iv) Use of Other Student to Take Test. Having another person take one's place for a test, or taking a test for another student, without the specific knowledge and permission of the instructor.

(v) Misrepresenting Need to Delay Test. Presenting false or incomplete information in order to postpone or avoid the taking of a test. For example, a student engages in cheating if the student misses class on the day of a test, claiming to be sick, when the student's real reason for missing class was because the student was not prepared for the test.

(b) Papers (includes papers, essays, lab projects, and other similar academic work):

(i) Use of Another's Paper: Copying another student's paper, using a paper from an essay writing service, or allowing another student to copy a paper, without the specific knowledge and permission of the instructor.

(ii) Re-use of One's Own Papers: Using a substantial portion of a piece of work previously submitted for another course or program to meet the

requirements of the present course or program without notifying the instructor to whom the work is presented.

(iii) Assistance from Others: Having another person assist with the paper to such an extent that the work does not truly reflect the student's work. For example, a student engages in cheating if the student has a draft essay reviewed by the student's parent or sibling, and the essay is substantially re-written by the student's parent or sibling. Assistance from home is encouraged, but the work must remain the student's.

(iv) Failure to Contribute to Group Projects. Accepting credit for a group project in which the student failed to contribute a fair share of the work.

(v) Misrepresenting Need to Delay Paper. Presenting false or incomplete information in order to postpone or avoid turning in a paper when due. For example, a student engages in cheating if the student misses class on the day a paper is due, claiming to be sick, when the student's real reason for missing class was because the student had not finished the paper.

(c) Alteration of Assigned Grades. Any unauthorized alteration of assigned grades by a student in the teacher's grade book or the school records is a serious form of cheating.

(2) "Plagiarism" means to take and present as one's own a material portion of the ideas or words of another or to present as one's own an idea or work derived from an existing source without full and proper credit to the source of the ideas, words, or works. Plagiarism includes, but is not limited to:

(a) Failure to Credit Sources: Copying work (words, sentences, and paragraphs or illustrations or models) directly from the work of another without proper credit. Academic work frequently involves use of outside sources. To avoid plagiarism, the student must either place the work in quotations or give a citation to the outside source.

(b) Falsely Presenting Work as One's Own: Presenting work prepared by another in final or draft form as one's own without citing the source, such as the use of purchased research papers or use of another student's paper.

(3) "Contributing" to academic integrity violations means to participate in or assist another in cheating or plagiarism. It includes but is not limited to allowing another student to look at your test answers, to copy your papers or lab projects, and to fail to report a known act of cheating or plagiarism to the instructor or administration.

c. Sanctions: The following sanctions will occur when a student engages in cheating, plagiarism, or contributing to an academic integrity offense:

(1) Academic Sanction. The instructor will refuse to accept the student's work in which the academic integrity offense took place, assign a grade of "F" or zero for the work, and require the student to complete a test or project in place of the work within such time and under such conditions as the instructor may determine appropriate. In the event the student completes the replacement test or project at a level meeting minimum performance standards, the instructor will assign a grade which the instructor determines to be appropriate for the work.

c. Sanctions: The following sanctions will occur when a student engages in cheating, plagiarism, or contributing to an academic integrity offense:

(2) Report to Parents and Administration. The instructor will notify the Principal of the offense and the instructor or Principal will notify the student's parents or guardian.

c. Sanctions: The following sanctions will occur when a student engages in cheating, plagiarism, or contributing to an academic integrity offense:

(3) Student Discipline Sanctions. Academic integrity offenses are a violation of school rules. The Principal may recommend sanctions in addition to those assigned by the instructor, up to and including suspension or expulsion. Such additional sanctions will be given strong consideration where a student has engaged in serious or repeated academic integrity offense or other rule violations, and where the academic sanction is otherwise not a sufficient remedy, such as for offenses involving altering assigned grades or contributing to academic integrity violations.

E. Law Violations

1. Any act of a student which is a basis for expulsion and which the principal or designee knows or suspects is a violation of the Nebraska Criminal Code will be reported to law enforcement as soon as possible. Conduct to be reported for law enforcement referral includes conduct that may constitute a felony, conduct which may constitute a threat to the safety or well-being of students or others in school programs and activities, and conduct that the legal system is better equipped to address than school officials. Conduct that does not need to be reported for law enforcement referral includes typical adolescent behavior that can be addressed by school administrators without the involvement of law enforcement. In making the decision of whether to report, consideration should be given to the student's maturity, mental capacity, and behavioral disorders, where applicable. When appropriate, it shall be the responsibility of the referring administrator to contact the student's parent of the fact that the referral to legal authorities has been or will be made.

The foregoing reporting standards shall be reviewed annually by the school Board on or before August 1 of each year, be annually reviewed in collaboration with the

County Attorney each year, be distributed to each student and his or her parent or guardian at the beginning of each school year, or at the time of enrollment if during the school year, and shall be posted in conspicuous places in each school during the school year.

2. When a principal or other school official releases a minor student to a peace officer (e.g., police officer, sheriff, and all other persons with similar authority to make arrests) for the purpose of removing the minor from the school premises, the principal or other school official shall take immediate steps to notify the parent, guardian, or responsible relative of the minor regarding the release of the minor to the officer and regarding the place to which the minor is reportedly being taken, except when a minor has been taken into custody as a victim of suspected child abuse, in which case the principal or other school official shall provide the peace officer with the address and telephone number of the minor's parents or guardian.

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

Neb. Rev. Stat. Section 79-2,160

Date of Adoption: Wednesday, May 6, 2026

Policy No. 5101 - Student Discipline

Students

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

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

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

The following process will apply to short-term suspensions:

- a. The Principal or the Principal's designee will make a reasonable investigation of the facts and circumstances. A short-term suspension will be made upon a determination that the suspension is necessary to help any student, to further school purposes, or to prevent an interference with school purposes.
- b. Prior to commencement of the short-term suspension, the student will be given oral and written notice of the charges against the student. The student will be advised of what the student is accused of having done, an explanation of the evidence the authorities have, and be afforded an opportunity to explain the student's version of the facts.
- c. Within 24 hours or such additional time as is reasonably necessary, not to exceed an additional 48 hours, following the suspension, the Principal or administrator will send a written statement to the student and the student's parent or guardian describing (i) the student's conduct, misconduct, or violation of the rule or standard; (ii) the reasons for the action taken; (iii) the actions taken by the school to attempt to address or alleviate the behavior prior to suspension; (iv)

resources the school is able to provide or recommend to assist the student; and (v) how the school plans to address the behavior moving forward, including strategies to maximize the student's continued participation in school.

d. An opportunity will be given to the student, and the student's parent or guardian, to have a conference with the Principal or administrator ordering the short-term suspension before or at the time the student returns to school. The Principal or administrator shall determine who in addition to the parent or guardian is to attend the conference. The Principal shall document their attempt to make a reasonable effort to hold a conference with the parent or guardian.

e. A student who is on a short-term suspension shall not be permitted to be on school grounds without the express permission of the Principal.

2. Long-Term Suspension: A long-term suspension means an exclusion from school and any school functions for a period of more than five school days but less than twenty school days. A student who is on a long-term suspension shall not be permitted to be on school grounds without the express permission of the Principal. A notice will be given to the student and the parents/guardian when the Principal recommends a long-term suspension. The notice will include a description of (i) the student's conduct, misconduct, or violation of the rule or standard; (ii) the reasons for the action taken; (iii) the actions taken by the school to attempt to address or alleviate the behavior prior to suspension; (iv) resources the school is able to provide or recommend to assist the student; and (v) how the school plans to address the behavior moving forward, including strategies to maximize the student's continued participation in school.

3. Expulsion:

a. Meaning of Expulsion. Expulsion means exclusion from attendance in all schools, grounds and activities of or within the system for a period not to exceed the remainder of the semester in which it took effect unless the misconduct occurred (a) within ten school days prior to the end of the first semester, in which case the expulsion shall remain in effect through the second semester, or (b) within ten school days prior to the end of the second semester, in which case the expulsion shall remain in effect for summer school and the first semester of the following school year, or (c) unless the expulsion is for conduct specified in these rules or in law as permitting or requiring a longer removal, in which case the expulsion shall remain in effect for the period specified therein. Such action may be modified or terminated by the school district at any time during the expulsion period. A student who has been expelled shall not be permitted to be on school grounds without the express permission of the Principal. A notice will be given to the student and the parents/guardian when the Principal recommends an expulsion. The notice will include a description of: (i) the student's conduct, misconduct, or violation of the rule or standard; (ii) the reasons for the action taken; (iii) the actions taken by the school to attempt to address or alleviate the behavior prior to suspension; (iv) resources the school is able to provide or

recommend to assist the student; and (v) how the school plans to address the behavior moving forward, including strategies to maximize the student's continued participation in school.

b. Suspensions Pending Hearing. When a notice of intent to discipline a student by long-term suspension, expulsion, or mandatory reassignment is filed with the Superintendent, the student may be suspended by the principal until the date the long-term suspension, expulsion, or mandatory reassignment takes effect if the principal determines that the student must be suspended immediately to prevent or substantially reduce the risk of (a) interference with an educational function or school purpose or (b) a personal injury to the student himself or herself, other students, school employees, or school volunteers. If the student is suspended pending the outcome of the hearing, the student may complete classwork and homework, including, but not limited to, examinations, missed during the period of suspension. During this period, the student will not be required to attend the alternative programs for expelled students in order to complete classwork or homework.

c. Summer Review. Any expulsion that will remain in effect during the first semester of the following school year will be automatically scheduled for review before the beginning of the school year in accordance with law.

d. Alternative Education: Students who are expelled may be offered an alternative education program that will enable the student to continue academic work for credit toward graduation. A student will not be required to attend the alternative education program in order to complete classwork and homework. In the event an alternative education program is not provided, a conference will be held with the parent, student, the Principal or another school representative assigned by the Principal, and a representative of a community organization that assists young people or that is involved with juvenile justice to develop a plan for the student in accordance with law.

e. Suspension of Enforcement of an Expulsion: Enforcement of an expulsion action may be suspended for a period of not more than one full semester in addition to the balance of the semester in which the expulsion takes effect. As a condition of such suspended action, the student and parents will be required to sign a discipline agreement.

f. Students Subject to Juvenile or Court Probation. Prior to the readmission to school of any student who is less than nineteen years of age and who is subject to the supervision of a juvenile probation officer or an adult probation officer pursuant to the order of the District Court, County Court, or Juvenile Court, who chooses to meet conditions of probation by attending school, and who has previously been expelled from school, the Principal or the Principal's designee shall meet with the student's probation officer and assist in developing conditions of probation that will provide specific guidelines for behavior and consequences for misbehavior at school (including conduct on school grounds and conduct

during an educational function or event off school grounds) as well as educational objectives that must be achieved. If the guidelines, consequences, and objectives provided by the Principal or the Principal's designee are agreed to by the probation officer and the student, and the court permits the student to return to school under the agreed to conditions, the student may be permitted to return to school. The student may, with proper consent, upon such return, be evaluated by the school for possible disabilities and may be referred for evaluation for possible placement in a special education program. The student may be expelled or otherwise disciplined for subsequent conduct as provided in Board policy and state statute.

g. Returning from Expulsion. At the conclusion of an expulsion, the District will reinstate the student and accept nonduplicative, grade-appropriate credits earned by the student during the term of expulsion from any Nebraska accredited institution or institution accredited by one of the six regional accrediting bodies in the United States.

h. Exception for Pre-Kindergarten through Second Grade Students.

Notwithstanding the foregoing, a pre-kindergarten through second grade student shall not be suspended unless the student (1) brings a deadly weapon to school grounds, a school vehicle, or a school activity or (2) engages in violent behavior capable of causing physical harm to another student or school employee. In all other circumstances, the Principal or designee shall implement appropriate alternative disciplinary measures on a case-by-case basis. A student who brings a deadly weapon may be expelled in accordance with this Policy's disciplinary procedures.

i. Religious Freedom. The District will not substantially burden a student's right to religious exercise unless the student's religious exercise is disruptive to the school environment, not permitted by staff, may pose a safety risk, or would otherwise interfere with the school day.

4. Emergency Exclusion: A student may be excluded from school in the following circumstances:

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

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

If the emergency exclusion will be for five school days or less, the procedures for a short-term suspension shall be followed. If the Superintendent or his or her designee

determines that an emergency exclusion shall extend beyond five days, a hearing may be held, upon a parent's timely request, and a final determination made within ten school days after the initial date of exclusion. Such procedures shall substantially comply with the procedures set forth in this policy for a long-term suspension or expulsion, and be modified only to the extent necessary to accomplish the hearing and determination within this shorter time period.

5. Other Forms of Student Discipline: Administrative and teaching personnel may also take actions regarding student behavior, other than removal of students from school, which are reasonably necessary to aid the student, further school purposes, or prevent interference with the educational process. Such actions may include, but are not limited to, counseling of students, parent conferences, rearrangement of schedules, requirements that a student remain in school after regular hours to do additional work, restriction of extracurricular activity, or requirements that a student receive counseling, psychological evaluation, or psychiatric evaluation upon the written consent of a parent or guardian to such counseling or evaluation. The actions may also include in-school suspensions. When in-school suspensions, after-school assignments, or other disciplinary measures are assigned, the student is responsible for complying with such disciplinary measures. A failure to serve such assigned discipline as directed will serve as grounds for further discipline, up to expulsion from school.

B. Student Conduct Expectations. Students are not to engage in conduct which causes or which creates a reasonable likelihood that it will cause a substantial disruption in or material interference with any school function, activity or purpose or interfere with the health, safety, well being or rights of other students, staff or visitors.

C. Grounds for Short-Term Suspension, Long-Term Suspension, Expulsion or Mandatory Reassignment. The following conduct has been determined by the Board of Education to have the potential to seriously affect the health, safety or welfare of students, staff and other persons or to otherwise seriously interfere with the educational process. Such conduct constitutes grounds for long-term suspension, expulsion, or mandatory reassignment, and any other lesser forms of discipline. The conduct is subject to the consequence of long-term suspension, expulsion, or mandatory reassignment where it occurs on school grounds, in a vehicle owned, leased, or contracted by the school and being used for a school purpose or in a vehicle being driven for a school purpose by a school employee or an employee's designee, or at a school-sponsored activity or athletic event. Mandatory reassignment shall be subject to the same procedural requirements and protections as long-term suspension and expulsion.

1. Willfully disobeying any reasonable written or oral request of a school staff member, or the voicing of disrespect to those in authority.
2. Use of violence, force, coercion, threat, intimidation, harassment, or similar conduct in a manner that constitutes a substantial interference with school purposes or making any communication that a reasonable recipient would interpret as a serious expression of an intent to harm or cause injury to another.

3. Willfully causing or attempting to cause substantial damage to property, stealing or attempting to steal property of substantial value, repeated damage or theft involving property, or setting or attempting to set a fire of any magnitude.
4. Causing or attempting to cause personal injury to any person, including any school employee, school volunteer, or student. Personal injury caused by accident, self-defense, or other action undertaken on the reasonable belief that it was necessary to protect some other person shall not constitute a violation of this subdivision.
5. Threatening or intimidating any student for the purpose of or with the intent of obtaining money or anything of value from such student or making a threat which causes or may be expected to cause a disruption to school operations.
6. Knowingly possessing, handling, or transmitting any object or material that is ordinarily or generally considered a weapon or that has the appearance of a weapon or bringing or possessing any explosive device, including fireworks.
7. Engaging in selling, using, possessing or dispensing of alcohol, tobacco, narcotics, drugs, controlled substance, or an inhalant; being under the influence of any of the above; possession of drug paraphernalia, or the selling, using, possessing, or dispensing of an imitation controlled substance as defined in section 28-401, of the Nebraska statutes, or material represented to be alcohol, narcotics, drugs, a controlled substance or inhalant. Tobacco means any tobacco product (including but not limited to cigarettes, cigars, and chewing tobacco), vapor products (such as e-cigarettes), electronic nicotine delivery systems, alternative nicotine products, tobacco product look-alikes, and products intended to replicate tobacco products either by appearance or effect. Use of a controlled substance in the manner prescribed for the student by the student's physician is not a violation. The term "under the influence" has a less strict meaning than it does under criminal law; for school purposes, the term means any level of impairment and includes even the odor of alcohol or illegal substances on the breath or person of a student; also, it includes being impaired by reason of the abuse of any material used as a stimulant.
8. Public indecency or sexual conduct. This includes "deep fakes" or other computer-generated images of other students or staff intended to bully, harass, intimidate, or humiliate another student or staff member.
9. Engaging in bullying, which includes any ongoing pattern of physical, verbal, or electronic abuse on school grounds, in a vehicle owned, leased, or contracted by a school being used for a school purpose by a school employee or a school employee's designee, or at school-sponsored activities or school-sponsored athletic events.
10. Sexually assaulting or attempting to sexually assault any person. This conduct may result in an expulsion regardless of the time or location of the offense if a complaint alleging such conduct is filed in a court of competent jurisdiction.
11. Engaging in any activity forbidden by law which constitutes a danger to other students or interferes with school purposes. This conduct may result in an expulsion

regardless of the time or location of the offense if the conduct creates or had the potential to create a substantial interference with school purposes, such as the use of the telephone or internet off-school grounds to threaten.

12. A repeated violation of any rules established by the school district or school officials if such violations constitute a substantial interference with school purposes, including (but not limited to) a violation of the District's dress code and electronic communication device rules.

13. Truancy or failure to attend assigned classes or assigned activities; or tardiness to school, assigned classes or assigned activities.

14. The use of language, written or oral, or conduct, including gestures, which is profane or abusive to students or staff members. Profane or abusive language or conduct includes, but is not limited to, that which is commonly understood and intended to be derogatory toward a group or individual based upon race, gender, disability, national origin, or religion.

15. Willfully violating the behavioral expectations for riding school buses or vehicles.

A student who engages in the following conduct shall be expelled for the remainder of the school year in which it took effect if the misconduct occurs during the first semester, and if the expulsion for such conduct takes place during the second semester, the expulsion shall remain in effect for the first semester of the following school year, with the condition that such action may be modified or terminated by the school district during the expulsion period on such terms as the administration may establish:

- a. The knowing and intentional use of force in causing or attempting to cause personal injury to a school employee, school volunteer, or student, except if caused by accident, self-defense, or on the reasonable belief that the force used was necessary to protect some other person and the extent of force used was reasonably believed to be necessary, or
- b. The knowing and intentional possession, use, or transmission of a dangerous weapon other than a firearm.

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

case basis, provided that such modification is in writing. Bringing a firearm or other dangerous weapon to school for any reason is discouraged; however, a student will not be subject to disciplinary action if the item is brought or possessed under the following conditions:

- a. Prior written permission to bring the firearm or other dangerous weapon to school is obtained from the student's teacher, building administrator and parent.
- b. The purpose of having the firearm or other dangerous weapon in school is for a legitimate educational function.

For purposes of this policy, the term "dangerous weapon" includes any personal safety or security device (such as tasers, mace and pepper spray). If a student desires to carry or possess a personal safety or security device, the student must obtain prior approval from the building principal before bringing such device on school grounds. If a student obtains prior approval from the building principal, the student must store the device during the school day in the student's locker, in the main office or in another secure location designated by the building principal. A student shall not carry a personal safety or security device during the school day.

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

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

- a. Clothing that shows an inappropriate amount of bare skin or underwear or clothing that is too tight, revealing or baggy, or tops and bottoms that do not overlap or any material that is sheer or lightweight enough to be seen through, or otherwise of an appropriate size and fit so as to be revealing or drag on the ground.
- b. Clothing or jewelry that advertises or promotes beer, alcohol, tobacco, or illegal drugs.
- c. Clothing or jewelry that could be used as a weapon (chains, spiked apparel) or that would encourage "horse-play" or that would damage property (e.g. cleats).
- d. Head wear including hats, caps, bandannas, and scarves.

e. Clothing or jewelry which exhibits nudity, makes sexual references or carries lewd, indecent, or vulgar double meaning.

f. Clothing or jewelry that is gang related

A student who is a member of an indigenous tribe of the United States or another country may wear tribal regalia in any location where the student is authorized to be on such school grounds or at any school function, as long as the tribal regalia does not interfere with the educational process and does not endanger another person, as determined by the administration. Further, students will also be permitted to wear attire, including religious attire, natural and protective hairstyles, adornments or other characteristics associated with race, national origin, or religion, as long as the attire does not interfere with the educational process and does not endanger another person, as determined by the administration.

No student shall be disproportionately affected by a dress code or grooming policy enforcement because of the student's gender, race, color, religion, disability, or national origin.

No school staff shall permanently or temporarily alter or cut a student's hair.

The final decision regarding attire and grooming will be made by the Principal or Superintendent. In the event a student is uncertain as to whether a particular item or method of grooming is consistent with the school's guidelines, the student should contact the Principal for approval, and may also review such additional posting of prohibited items or grooming which may be available in the Principal's office.

A student dress code violation will be treated as a minor rule violation and may not require the student to miss substantial classroom time, instructional time, or school activities. However, a repeated violation of school rules may subject the student to further discipline, as outlined in this Policy.

2. Academic Integrity.

a. Policy Statement: Students are expected to abide by the standards of academic integrity established by their teachers and school administration. Standards of academic integrity are established in order for students to learn as much as possible from instruction, for students to be given grades which accurately reflect the student's level of learning and progress, to provide a level playing field for all students, and to develop appropriate values. Cheating and plagiarism violate the standards of academic integrity. Sanctions will be imposed against students who engage in such conduct.

b. Definitions: The following definitions provide a guide to the standards of academic integrity:

(1) "Cheating" means intentionally misrepresenting the source, nature, or other conditions of academic work so as to accrue undeserved credit, or to cooperate with someone else in such misrepresentation. Such misrepresentations may, but need not necessarily, involve the work of others. Cheating includes, but is not limited to:

(a) Tests (includes tests, quizzes and other examinations or academic performances):

(i) Advance Information: Obtaining, reviewing or sharing copies of tests or information about a test before these are distributed for student use by the instructor. For example, a student engages in cheating if, after having taken a test, the student informs other students in a later section of the questions that appear on the test.

(ii) Use of Unauthorized Materials: Using notes, textbooks, pre-programmed formulae in calculators, or other unauthorized material, devices or information while taking a test except as expressly permitted. For example, except for "open book" tests, a student engages in cheating if the student looks at personal notes or the textbook during the test.

(iii) Use of Other Student Answers: Copying or looking at another student's answers or work, or sharing answers or work with another student, when taking a test, except as expressly permitted. For example, a student engages in cheating if the student looks at another student's paper during a test. A student also engages in cheating if the student tells another student answers during a test or while exiting the testing room, or knowingly allows another student to look at the student's answers on the test paper.

(iv) Use of Other Student to Take Test. Having another person take one's place for a test, or taking a test for another student, without the specific knowledge and permission of the instructor.

(v) Misrepresenting Need to Delay Test. Presenting false or incomplete information in order to postpone or avoid the taking of a test. For example, a student engages in cheating if the student misses class on the day of a test, claiming to be sick, when the student's real reason for missing class was because the student was not prepared for the test.

(b) Papers (includes papers, essays, lab projects, and other similar academic work):

(i) Use of Another's Paper: Copying another student's paper, using a paper from an essay writing service, or allowing another student to copy a paper, without the specific knowledge and permission of the instructor.

(ii) Re-use of One's Own Papers: Using a substantial portion of a piece of work previously submitted for another course or program to meet the

requirements of the present course or program without notifying the instructor to whom the work is presented.

(iii) Assistance from Others: Having another person assist with the paper to such an extent that the work does not truly reflect the student's work. For example, a student engages in cheating if the student has a draft essay reviewed by the student's parent or sibling, and the essay is substantially re-written by the student's parent or sibling. Assistance from home is encouraged, but the work must remain the student's.

(iv) Failure to Contribute to Group Projects. Accepting credit for a group project in which the student failed to contribute a fair share of the work.

(v) Misrepresenting Need to Delay Paper. Presenting false or incomplete information in order to postpone or avoid turning in a paper when due. For example, a student engages in cheating if the student misses class on the day a paper is due, claiming to be sick, when the student's real reason for missing class was because the student had not finished the paper.

(c) Alteration of Assigned Grades. Any unauthorized alteration of assigned grades by a student in the teacher's grade book or the school records is a serious form of cheating.

(2) "Plagiarism" means to take and present as one's own a material portion of the ideas or words of another or to present as one's own an idea or work derived from an existing source without full and proper credit to the source of the ideas, words, or works. Plagiarism includes, but is not limited to:

(a) Failure to Credit Sources: Copying work (words, sentences, and paragraphs or illustrations or models) directly from the work of another without proper credit. Academic work frequently involves use of outside sources. To avoid plagiarism, the student must either place the work in quotations or give a citation to the outside source.

(b) Falsely Presenting Work as One's Own: Presenting work prepared by another in final or draft form as one's own without citing the source, such as the use of purchased research papers or use of another student's paper.

(3) "Contributing" to academic integrity violations means to participate in or assist another in cheating or plagiarism. It includes but is not limited to allowing another student to look at your test answers, to copy your papers or lab projects, and to fail to report a known act of cheating or plagiarism to the instructor or administration.

c. Sanctions: The following sanctions will occur when a student engages in cheating, plagiarism, or contributing to an academic integrity offense:

(1) Academic Sanction. The instructor will refuse to accept the student's work in which the academic integrity offense took place, assign a grade of "F" or zero for the work, and require the student to complete a test or project in place of the work within such time and under such conditions as the instructor may determine appropriate. In the event the student completes the replacement test or project at a level meeting minimum performance standards, the instructor will assign a grade which the instructor determines to be appropriate for the work.

c. Sanctions: The following sanctions will occur when a student engages in cheating, plagiarism, or contributing to an academic integrity offense:

(2) Report to Parents and Administration. The instructor will notify the Principal of the offense and the instructor or Principal will notify the student's parents or guardian.

c. Sanctions: The following sanctions will occur when a student engages in cheating, plagiarism, or contributing to an academic integrity offense:

(3) Student Discipline Sanctions. Academic integrity offenses are a violation of school rules. The Principal may recommend sanctions in addition to those assigned by the instructor, up to and including suspension or expulsion. Such additional sanctions will be given strong consideration where a student has engaged in serious or repeated academic integrity offense or other rule violations, and where the academic sanction is otherwise not a sufficient remedy, such as for offenses involving altering assigned grades or contributing to academic integrity violations.

E. Law Violations

1. Any act of a student which is a basis for expulsion and which the principal or designee knows or suspects is a violation of the Nebraska Criminal Code will be reported to law enforcement as soon as possible. Conduct to be reported for law enforcement referral includes conduct that may constitute a felony, conduct which may constitute a threat to the safety or well-being of students or others in school programs and activities, and conduct that the legal system is better equipped to address than school officials. Conduct that does not need to be reported for law enforcement referral includes typical adolescent behavior that can be addressed by school administrators without the involvement of law enforcement. In making the decision of whether to report, consideration should be given to the student's maturity, mental capacity, and behavioral disorders, where applicable. When appropriate, it shall be the responsibility of the referring administrator to contact the student's parent of the fact that the referral to legal authorities has been or will be made.

The foregoing reporting standards shall be reviewed annually by the school Board on or before August 1 of each year, be annually reviewed in collaboration with the

County Attorney each year, be distributed to each student and his or her parent or guardian at the beginning of each school year, or at the time of enrollment if during the school year, and shall be posted in conspicuous places in each school during the school year.

2. When a principal or other school official releases a minor student to a peace officer (e.g., police officer, sheriff, and all other persons with similar authority to make arrests) for the purpose of removing the minor from the school premises, the principal or other school official shall take immediate steps to notify the parent, guardian, or responsible relative of the minor regarding the release of the minor to the officer and regarding the place to which the minor is reportedly being taken, except when a minor has been taken into custody as a victim of suspected child abuse, in which case the principal or other school official shall provide the peace officer with the address and telephone number of the minor's parents or guardian.

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

Neb. Rev. Stat. Section 79-2,160

Date of Adoption: Wednesday, May 6, 2026

Policy No. 5209 - School Library Materials and Parent Access

Students

The District will provide parents, guardians, and educational decisionmakers access to information regarding books available in the District's school library, and an opportunity to receive notification when their student checks out a library book.

For purposes of this Policy, the "school library" means the collection of books maintained by the District in a library or media center, as designated by the Superintendent or designee, located on school property and managed by District staff for student circulation. The term "school library" does not include: (1) classroom libraries or book collections maintained by individual teachers; (2) instructional textbooks or curriculum materials issued to students; (3) digital instructional materials, online databases, or subscription research services; and (4) materials accessed through a library not managed or supervised by the District. For purposes of this policy, a "book" means a bound or printed work cataloged within the District's school library circulation system.

The District will maintain a catalog of books available in each designated library. Such catalog will be made available for viewing by parents, guardians, and educational decisionmakers through a method designated by the Superintendent or designee.

The District will provide parents, guardians, and educational decisionmakers the opportunity to opt-in to receive notification when their student checks out a book from a designated library. If a parent, guardian, or educational decisionmaker elects to receive such notifications, the District shall provide such notice, which will include the: (1) title of the book; (2) author(s); and (3) date the book must be returned.

Requests to receive library checkout notifications must be submitted through a written request or through a process identified by the Superintendent or designee.

The Superintendent or designee may develop procedures to implement this Policy, and staff, parents, guardians, and educational decisionmakers must follow these procedures.

Legal Reference: Neb. Rev. Stat. §79-533.04

Date of Adoption: Thursday, May 7, 2026

Policy No. 5415 - Anti-Bullying Policy

Students

One of the missions of the District is to provide a physically safe and emotionally secure environment for students and staff.

The administration and staff are to implement strategies and practices to reinforce and encourage positive behaviors by students. Positive behaviors include non-violence, cooperation, teamwork, understanding, and acceptance of others.

The administration and staff are to implement strategies and practices to identify and prevent inappropriate behaviors by all students, including anti-bullying education for all students. Inappropriate behaviors include bullying, intimidation, and harassment. Bullying means any ongoing pattern of physical, verbal, or electronic abuse on school grounds, in a vehicle owned, leased, or contracted by the school being used for a school purpose by a school employee or designee, or at school-sponsored activities or school-sponsored athletic events.

The school district shall review the anti-bullying policy annually.

Legal Reference: Neb. Rev. Stat. Sec. 79-2,137

Student Discipline Act, Neb. Rev. Stat. Sections 79-254, to 79-296,

Date of Adoption: Wednesday, May 6, 2026

MEETING NOTICE

The Board of Education of [Name] Public Schools will meet in regular session on [month/date], 20__, at __:__ p.m. in the [location/address], Nebraska. The meeting will include the holding of a public hearing to discuss, consider, and receive input on the student fee policy and the parental involvement policy. An agenda for the meeting and public hearings, which shall be kept continually current, is readily available for public inspection at the Superintendent's office during normal business hours.

[NAME] PUBLIC SCHOOLS

AGENDA

The following is the agenda for the meeting of the Board of Education to be held on [month/date], 20__ in the [location/address], Nebraska.

1. Call meeting to order and announce location of Open Meetings Act poster.
2. Approval of Agenda and Changes to Agenda.
3. Reading and approval of minutes:

Discuss, consider and take all necessary action to approve minutes of prior meeting(s).

4. Reading and approval of Board bills:

Discuss, consider and take all necessary action to approve receipts, expenditures and payment of bills submitted by the administration.

5. Treasurer's Report

6. Board Committee Reports

7. Administration's Reports

8. Public Comment

9. Action Items

A. Student Fees Policy:

- i. Review of the amount of money collected from students pursuant to, and the use of waivers provided in, the student fee policies of the District for the 20__ - 20__ school year.
- ii. Hold Public Hearing to discuss, consider, and receive input on a proposed Student Fee Policy. The public will be given the opportunity to present information and opinions on a proposed Student Fee Policy.
- iii. Discuss, consider, and take action to adopt a Student Fee Policy and to suspend the two reading policy.

B. Parental Involvement Policy:

- i. Hold Public Hearing to discuss, consider, and receive input on the Parental Involvement Policy. The public will be given the opportunity to present information and opinions on a proposed Parental Involvement Policy.
- ii. Discuss, consider, and take action to either alter the Parental Involvement Policy and then adopt the policy as altered, or to reaffirm the Parental Involvement Policy.

C. Bullying Policy:

- i. Review bullying policy.
- ii. Discuss, consider, and take action to adopt an amended Bullying Policy, if determined appropriate.

D. Attendance Policy:

- i. Review attendance policy.
- ii. Discuss, consider, and take action to adopt an amended Attendance Policy, if determined appropriate.

E. Multicultural Review:

- i. The administration provided the annual status report to the Board of education.
- ii. The Board conducted the periodic assessment of the multicultural education program.

10. Time/Date next meeting

11. Motion to Adjourn

NOTICE:

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

INSTRUCTIONS FOR THOSE WHO WISH TO SPEAK DURING PUBLIC FORUM:

Getting Started: When it is your turn to speak during the public forum portion of the agenda, please come forward to the table situated immediately in front of the Board, sign your name and address on the sign-in sheet and state your name to the Board of Education.

Time Limit: You may speak only one time and must limit comments to 5 minutes or less.

Personnel or Student Topic: If you are planning to speak about a personnel or student matter involving an individual, please plan to have first addressed the concerns initially to the administration for consideration. Board members will generally not respond to any questions you ask or comments you may make about individual staff members or students. You are cautioned that slanderous comments are not protected just because they are made at Board meeting.

General Rules: Please remember that this is a public meeting for the conduct of the business of the Board of Education. Offensive language, personal attacks and hostile conduct will not be tolerated.

BY: [NAME] PUBLIC SCHOOLS

**MINUTES OF THE MEETING OF THE BOARD OF EDUCATION OF [NAME]
PUBLIC SCHOOLS**

A meeting of the Board of Education of [Name] Public Schools was convened in open and public session on [month/date], 20__, at __:__ p.m. in the [location/address], Nebraska. The roll was called and the following Board members were present or absent:

Present: _____

Absent: _____

Notice of the meeting was given in advance by publication and/or posting in accordance with the Board approved method for giving notice of meetings. Notice of this meeting was given in advance to all members of the Board of Education. The Secretary of the Board maintains a list of the news media requesting notification of meetings and advance notification to the listed media of the time and place of the meeting and the subjects to be discussed at this meeting was provided. Availability of the agenda was communicated in the publicized notice and a current copy of the Agenda was maintained as stated in the publicized notice. All proceedings of the Board of Education, except as may be hereinafter noted, were taken while the convened meeting was open to the attendance of the public.

I. Call Meeting to Order. The meeting was duly called to order.

Announcement of Open Meetings Act Posting

At the beginning of this meeting, the Chairperson announced and informed the public that a current copy of the Open Meetings Act is posted on the wall of the meeting room and directed the public to its location.

II. Approval of Agenda. Motion was made by _____ and seconded by _____ to approve the agenda as provided. After discussion and on roll call vote, the Board voted as follows:

Voting for: _____.

Voting against: _____.

Not Voting: _____.

The motion carried.

III. Reading and approval of minutes. Motion was made by _____ and seconded by _____ to approve the minutes of the regular meeting of the Board of Education held on [insert date of last meeting]. After discussion and on roll call vote, the Board voted as follows:

Voting for: _____.

Voting against: _____.

Not Voting: _____.

The motion carried.

IV. Action Items

A. Student Fees Policy.

- i. The administration presented a review of the amount of money collected from students pursuant to, and the use of waivers provided in, the student fee policies of the District for the 20__-20__ school year.
- ii. A public hearing was held to discuss, consider, and receive input on a proposed Student Fee Policy. The public was given the opportunity to present information and opinions on the proposed Student Fee Policy.
- iii. Motion was made by _____ and seconded by _____ that the Student Fees Policy for the 20__-20__ school year, inclusive of Appendix "1," be adopted and that the two reading policy be suspended for purposes of this action.

After discussion and on roll call vote, the Board voted on the Motion as follows:

Voting for: _____.

Voting against: _____.

Not Voting: _____.

The motion carried.

B. Parental Involvement Policy.

- i. A public hearing was held to discuss, consider, and receive input on the Parental Involvement Policy. The public was given the opportunity to present information and opinions on the Parental Involvement Policy.
- ii. Motion was made by _____ and seconded by _____ that the Board's current Parental Involvement Policy be re-adopted without alteration.

After discussion and on roll call vote, the Board voted on the Motion as follows:

Voting for: _____.

Voting against: _____.

Not Voting: _____.

The motion carried.

C. Bullying Policy.

- i. The Bullying Policy was reviewed by the Board. No action was taken.

D. Attendance Policy.

- i. The Attendance Policy was reviewed by the Board. No action was taken.

V. Time/Date next meeting. The next meeting of the Board is scheduled for [insert date] 20__ at __:__ p.m.

VI. Motion to Adjourn. Motion was made by _____ and seconded by _____ to adjourn the meeting at _____ o'clock p.m. on July __, 20__.

Voting for: _____.

Voting against: _____.

Not Voting: _____.

The motion carried.

The meeting was duly adjourned.

DATED this __ day of _____, 20__.

[NAME] PUBLIC SCHOOLS

BY: _____

President

ATTEST:

Secretary

Policy No. 5416 - Student Fees Policy

Students

The Board of Education of Mitchell Public 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 which extend beyond the minimum level of constitutionally required free instruction. Students and their parents have historically contributed to the District's efforts to provide such activities, programs, and services. The District's general policy is to continue to encourage and, to the extent permitted by law, to require such student and parent contributions to enhance the educational program provided by the District.

Under the Public Elementary and Secondary Student Fee Authorization Act, the District is required to set forth in a policy its guidelines or policies for specific categories of student fees. The District does so by setting forth the following guidelines and policies. This policy is subject to further interpretation or guidance by administrative or Board regulations which may be adopted from time to time. The Policy includes Appendix "I," which provides further specifics of student fees and materials required of students for the 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 to payment of fines or damages for damages caused with or to vehicles or for failure to comply with school parking rules.

(3) Extracurricular Activities-Specialized equipment or attire. Extracurricular activities means student activities or organizations which are supervised or administered by the District, which do not count toward graduation or advancement between grades, and in which participation is not otherwise required by the District. The District will generally furnish students with specialized equipment and attire for participation in extracurricular activities. The District is not required to provide for the use of any particular type of equipment or attire. Equipment or attire fitted for the student and which the student generally wears exclusively, such as dance squad, cheerleading, and music/dance activity (e.g. choir or show choir) uniforms and outfits, along with T-shirts for teams or band members, will be required to be provided by the participating student. The cost of maintaining any equipment or attire, including uniforms, which the student purchases or uses exclusively, shall be the responsibility of the participating student. Equipment which is ordinarily exclusively used by an individual student participant throughout the year, such as golf clubs, softball gloves, and the like, are required to be provided by the student participant. Items for the personal medical use or enhancement of the student (braces, mouth pieces, and the like) are the responsibility of the student participant. Students have the responsibility to furnish personal or consumable equipment or attire for participation in extracurricular activities or for paying a reasonable usage cost for such equipment or attire. For musical extracurricular activities, students may be required to provide specialized equipment, such as musical instruments, or specialized attire, or for paying a reasonable usage cost for such equipment or attire.

(4) Extracurricular Activities-Fees for participation. Any fees for participation in extra-curricular activities 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 provided 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.

Legal Reference: Neb. Rev. Stat. Sections [79-2,125](#) to [79-2,135](#)

Neb. Constitution, Article VII, section 1.

Neb. Rev. Stat. Sections [79-241](#), [79-605](#), and [79-611](#)(transportation)

Neb. Rev. Stat. Sec. [79-2104](#) (student files or records)

Neb. Rev. Stat. Sec. [79-715](#) (eye-protective devices)

Neb. Rev. Stat. Sec. [79-737](#) (liability of students for damages to school books)

Neb. Rev. Stat. Sec. [79-1104](#), (before-and-after-school or pre-kindergarten services)

Neb. Rev. Stat. Sections [79-1106](#), to [79-1108.03](#) (accelerated or differentiated curriculum program)

Date of Adoption: 08-10-2026

Appendix to Policy 5416

Appendix "1" to Student Fees Policy

Additional Specification of Required Materials and Fees¹

Woods I, II, III	General Description of	\$ required for materials (wood and/or metal + supplies) which exceed classroom curriculum
Welding I, II, III	Wood working and Metals Welding	and training such as a special project
Elementary Program		
Physical Education	Appropriate clothing	Tennis shoes and socks, running shorts, T-shirt
classes	(non-specialized attire)	
Art classes and special	Appropriate clothing	Old shirt for painting; other clothing which may get paint on it or otherwise be damaged
projects or events	(non-specialized attire)	
Music-Optional band	Musical instruments	Musical instruments and accessories (reeds, valve oil, drum sticks, lyres, flip folders, slide grease, reed guards, cleaning swabs, mouthpiece brushes. Limited instruments available for use by any student.
Courses		
Classroom supplies	General supplies, such as writing instruments (pens, pencils, crayons,	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

	markers), notebooks, etc.	
Field Trips	Transportation and admission costs of field trips	None-costs of school sponsored, class-related field trips will be paid for by the school. Parents may be encouraged but not required to pay for field trip costs of up to \$5.00 per student for each field trip to defray costs. (With administrative approval, the requested donation may be up to \$100.00 for special field trips). Meals on field trips will be at the expense of the student. School lunches will be provided as needed for free-reduced lunch eligible students.
Summer school courses	Classes offered during the summer, or at night, if any	\$ as established by agency (WNCC, UNL, Extension Office etc.) if applicable
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		Prices printed annually in student handbook(s)
Secondary Program	General Description of Fee or Material	\$ Amount of Fee (Anticipated or Maximum) or Specific Material Required
Physical Education classes	Appropriate clothing (non-specialized attire)	Tennis shoes and 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.	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.
Music-Optional band courses	Musical instruments	Musical instruments and accessories (reeds, valve oil, etc.) Limited instruments available for use by any student.

Classroom Supplies	General supplies, such as writing instruments (pens, pencils, crayons, markers), notebooks, etc.	None--necessary classroom supplies will be made available by the school. Students will be responsible for the replacement cost of damaged or lost supplies. Students are encouraged but not required to bring items from class supply lists which may be handed out by the office or individual teachers.
Classroom Projects, i.e, Family & Consumer Science, Industrial 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		Prices provided in annual student handbook
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 for damaged books. Lost books or ruined books are charged replacement cost, generally at a maximum of cost of new replacement.
Yearbooks - Optional	School Book	Yearbooks are published and made available for purchase every year. Cost is generally about \$35
Summer school courses	Classes offered during the summer, or at night, if any	As established per organization.

Locker usage	Use of school padlock	replacement cost for damage as assessed by principal and/or designee	
Extracurricular and other programs	General Description of Fee or Material	\$ Amount of Fee (Anticipated or Maximum) or Specific Material Required	
Athletic Programs			
1. Admission	Spectator fees for admission to events	\$4.00 per event maximum for students. Conference events hosted by the School, cost to be set by NSAA but not to exceed \$20.00 per event.	
2. Athletic Physicals	NSAA required athletic Physicals	Cost varies; payable directly to student's physician or clinic.	
3. 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, practice attire, including shorts, shirts, socks and shoes suitable for the activity, and dress attire suitable for team travel. Optional items for which students are responsible include: personal athletic bags, hair ties, sweat bands, non-required gloves, swim goggles, towels, forearm pads and personal medical devices (braces, orthopedic inserts, etc.). Additional required items for particular sports or activities include:	
		Basketball	No additional
		Football	Mouthpiece
		Golf	Golf bag & clubs
		Speech	Dress attire; copies of research
		Track	No additional
		Volleyball	Volleyball knee pads

		Wrestling	Wrestling head gear
		Cheerleading and Flag Team Squads	Shoes, approved uniforms (top & skirt; jacket), poms and other accessories
4. Travel meals	Meals	Students are responsible for their own meals while traveling.	
5. Locker use	Padlock for locker	(stated above)	
6. Camps and clinics	Registration and other costs of camps or clinics	Students are responsible for the cost of all clinics, camps and conditioning programs. Any personal items purchased at camps or clinics, such as t-shirts, shall be at the student's expense.	
7. Athletic Clubs	Letterman's club and other clubs supporting the athletic program	Currently no dues required. Annual dues not to exceed \$25.00 per club.	
8. Marching Band and Musical Groups	Equipment and attire.	Students will be responsible for the same costs as are set out for the athletic program. Students will be responsible for supplying their own musical instruments and accessories and for their own uniforms. Uniforms for the marching band will be supplied by the school.	
Vocal Music Group	Coordinating group attire	Students will pay for outfits selected by the group. Cost will be based on selection at a maximum of \$200.00	
Clubs/Organizations			
Future Farmers (F-F-A)	State & national dues, meals and activities	Annual dues	
National Honor Society	State & national dues, meals and activities	Currently no dues required.	
Swing Choir	Attire	Students are responsible for purchasing outfits and accessories.	
		Not to exceed \$200.00.	
Dance Team	Uniforms	Uniforms range up to \$250.00. Camp attendance is optional.	

Cheerleading	Uniforms	Uniforms range up to \$500.00. Camp attendance is optional.
Social & Recognition		
Activities		
2. School dances	Admission to prom, homecoming, etc.	Up to \$10.00 per event
4. Picture Packets	Optional - Pictures are still taken for use in school yearbook.	Students purchase packets as desired and pay directly to photo company.
6. Trips	Transportation, lodging, meals, admission to events, etc.	For the extracurricular and options trip - Seniors' Day Out to Lincoln and Omaha, students will be assessed a \$5.00 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. 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.

Expenditure Summary

Regular; Processing Month 07/2026

Fund Number		Budget	Month to Date	Year to Date	Balance	% Used
9	Expenditure					
01	GENERAL FUND	12,453,072.00	982,132.05	9,622,071.02	2,831,000.98	80.00
02	DEPRECIATION FUND	697,162.00	0.00	91,084.67	606,077.33	13.07
03	EMPLOYEE BENEFITS FUND	117,241.00	2,294.25	67,857.13	49,383.87	57.88
05	ACTIVITY FUND	864,373.00	18,339.38	348,338.61	516,034.39	42.20
06	FOOD SERVICE	419,186.00	15,083.01	375,589.52	43,596.48	89.60
08	SPEC. BUILDING FUND	1,361,959.00	19,641.02	145,069.72	1,216,889.28	10.65
09	QP BUILDING	0.00	0.00	0.00	0.00	0.00
9	Expenditure	15,912,993.00	1,037,489.71	10,650,010.67	5,262,982.33	69.17

GF LY: 85.94%

Cash Flow Report
Regular; Processing Month 07/2026

Fund Number		Beginning Cash	Revenues	Expenses	Payables Change	Ending Cash
01	GENERAL FUND	4,467,883.41	86,617.53	(982,132.05)	0.00	3,572,368.89
02	DEPRECIATION FUND	493,743.78	1.30	0.00	0.00	493,745.08
03	EMPLOYEE BENEFITS FUND	28,580.38	5,496.00	(2,294.25)	0.00	31,782.13
05	ACTIVITY FUND	465,384.18	21,471.82	(18,339.38)	0.00	468,516.62
06	FOOD SERVICE	52,891.51	29,894.76	(15,083.01)	0.00	67,703.26
08	SPEC. BUILDING FUND	1,247,605.08	5,575.27	(19,641.02)	0.00	1,233,539.33
Grand Total:		6,756,088.34	149,056.68	(1,037,489.71)	0.00	5,867,655.31

Policy No. 5501 - Bus Transportation

Students

The District may provide bus transportation to designated stops on bus routes within the District's. Occasional exceptions to regular bus schedules require prior administrative approval.

If the District does not provide bus transportation, the District will offer mileage reimbursement when required by state law.

Date of Adoption: Wednesday, May 6, 2026

Policy No. 5502: Student Conduct on Buses

The driver of each bus is responsible for maintaining order on their bus. Any student reported by the bus driver to the office for gross misconduct on a bus may be denied bus transportation for one week. Subsequent offenders may be denied bus transportation for the remainder of the semester.

Each driver shall inform all bus students of the rules and regulations which bus students will be expected to follow while riding the school buses. All buses will display the bus rules in a conspicuous place in their buses and students will be expected to follow them. A file of pupil misconduct, will be kept on file in the office of the transportation director.

Cross Reference:

504.03 Student Conduct

505 Student Discipline

Reviewed: 08-10-2026

Policy No. 5503 - Use of School Buses

Students

[Name] Public Schools may provide transportation for instructional purposes and for school sponsored activities, organizations, and groups. The district shall not operate as a "Carrier for Hire".

Date of Adoption: Wednesday, May 6, 2026

Policy No. 5505 - Safe Pupil Transportation Plan

Students

The Superintendent or designee shall develop a safe pupil transportation plan to address student safety which addresses the following:

- § Weapons;
- § Pupil Behavior;
- § Terroristic Threats
- § Severe Weather;
- § Hazardous Materials;
- § Medical emergencies;
- § Driver/passenger procedures in the event of mechanical breakdowns of the vehicle;
- § Procedures in the event the drop-off location is uncertain or appears unsafe to leave students; and,
- § A procedure that requires pupil transportation vehicle operators to document and submit to designated school authorities the occurrence of any events covered by the Safe Pupil Transportation Plan that involved the pupil transportation vehicle operated by the driver, or any pupils transported in it.

A copy of the plan shall be placed in each pupil transportation vehicle, kept at each school building, or made available upon request.

Legal Reference: Neb. Rev. Stat. Sections 79-318,, 79-602,, 79-607, and 79-608,

Title 92, Nebraska Administrative Code, Chapter 91

Date of Adoption: Wednesday, May 6, 2026

Policy No. 5506 - Safe Pupil Transportation Plan

Students

Mitchell Public Schools Safe Pupil Transportation Plan

This Safe Pupil Transportation Plan sets forth the District's plan for providing safe transportation to students being transported in vehicles on regular routes assigned through the district transportation plan.

1. Weapons. Vehicles shall not transport any items, animals, materials, weapons or look-a-like weapons, explosive devices or bomb-related materials or equipment which could endanger the lives, health, or safety of the children, other passengers, and the driver. Look-a-like weapons associated with a school-sponsored or approved activity may be transported with written permission of an administrator of the District. Personal safety or security devices (such as tasers, mace or pepper spray) may only be transported with the prior approval of an administrator of the District. If possible, these items should be secured and not visible or accessible to students while in the vehicle.

Upon becoming aware of a weapon aboard a vehicle, the driver will make every attempt to:

A. Contact dispatch and notify them of the situation. If not possible, the driver will make every attempt to contact from a cell phone (after parking on a shoulder or otherwise not moving) or from the nearest safe haven location. Examples of a safe haven include, but are not limited to, any school building site, emergency service station (law enforcement or fire department), community service agency, etc.

B. Pull vehicle over to safe and secure area.

C. Confiscate weapon (if doing so does not jeopardize student or driver safety).

D. Give description of weapon and participating parties to dispatch.

E. Dispatch will immediately notify appropriate law enforcement agencies and school administration.

2. Pupil behavior. Students are expected to follow student conduct rules while in a vehicle. The pupil transportation driver is responsible for controlling behavior which affects safety and for reporting rule violations to school administration. In the event a student violates Board policy regarding student conduct standards or otherwise engages in behavior that jeopardizes safety, the driver will make every attempt to:

A. First seek to resolve incident through discussion with the student(s) involved.

B. Contact dispatch and notify them of situation. If not possible, the driver will make every attempt to telephone dispatch from a cellular telephone or from the nearest safe haven location.

C. Activate emergency flashers.

D. Bring vehicle to a safe stop. Seek to resolve the incident, using physical force only as necessary to protect students or yourself.

E. Report and document discipline problems to the school administrator. Use a Bus Conduct Report/Incident Form, if available.

3. Terrorist threats. A person commits a terroristic threat if the person threatens to commit a crime of violence with the intent to terrorize another or with the intent of causing evacuation of a building, place of assembly or the vehicle or in reckless disregard of the risk of causing such terror or evacuation. Upon becoming aware of a terroristic threat relating to a pupil transportation vehicle, the driver will make every attempt to:

A. Contact dispatch and notify them of situation. If not possible, the driver will make every attempt to telephone dispatch from a cell phone or from the nearest safe haven location.

B. Make every attempt to keep passengers calm (this may mean complying with the terrorist).

C. Dispatch will immediately notify appropriate law enforcement agencies and school administration.

D. Driver should wait for instructions from dispatch.

4. Severe weather. Upon becoming aware of severe weather while aboard a pupil transportation vehicle, the driver will make every attempt to:

A. Contact dispatch and notify them of situation. If not possible, the driver will make every attempt to telephone dispatch from a cellular telephone or from the nearest safe haven location.

B. Return to the school if less than five minutes away and follow the directions of the school administrator.

C. If more than five minutes away from school, go to the nearest school and follow the directions of the school administrator.

D. If more than five minutes away from the nearest school or there is immediate danger, get to the nearest basement or underground shelter with all students.

E. If there is no shelter and there is immediate danger the driver and passengers are to follow evacuation procedures and get everyone off the vehicle into the nearest ditch or culvert at least 100 feet away from the vehicle.

5. Hazardous materials and Unattended Items. Upon becoming aware of a hazardous material aboard a pupil transportation vehicle, the driver will make every attempt to:

- A. Contact dispatch and notify them of situation. If not possible, the driver will make every attempt to telephone dispatch from a cellular telephone or from the nearest safe haven location.
- B. Pull vehicle over to safe and secure area.
- C. Give description of hazardous materials in question to dispatch.
- D. Dispatch will immediately notify appropriate law enforcement and school administration.
- E. Driver should wait for instructions from dispatch.

In the event an unattended item is discovered on or near the vehicle, the driver will seek to determine who the item belongs to and whether the item could be hazardous to the safety of those in the vehicle. Any unattended item that would break or could cause injury if tossed about the inside of the vehicle when involved in an accident shall be secured. If it is determined that the item is not hazardous and need not be secured, the driver will not allow the item to distract the driver's attention to the task of operating the vehicle.

6. Medical emergencies. Upon becoming aware of a medical emergency aboard a vehicle, the driver will make every attempt to:

- A. Contact dispatch and notify them of situation. If not possible, the driver will make every attempt to telephone dispatch from a cell phone or from the nearest safe haven location.
- B. Dispatch will immediately notify appropriate medical agencies and school administration.
- C. Driver should follow instructions from dispatch, school officials, and parents when such information can be obtained quickly enough. If not available, follow emergency first aid procedures.
- D. Only if necessary, the driver should move passengers only enough to get them out of danger of traffic or fire. If moved, the driver and aide are to keep them where placed until a medical agency arrives, unless a parent has taken charge of their child.
- E. Driver should try to keep student passengers as calm as possible.

7. Procedures in the event of mechanical breakdowns of the vehicle. Upon becoming aware of a mechanical breakdown aboard a vehicle, the driver will make every attempt to:

- A. Pull vehicle over to safe and secure area.
- B. Contact dispatch and notify them of situation. If not possible, the driver will make every attempt to telephone dispatch from a cellular telephone or from the nearest safe haven location.
- C. Activate emergency flashers and place warning flares/reflectors in accordance with safety guidelines, if not in secure area.

D. Driver should try to keep student passengers as calm as possible.

E. Dispatch will arrange for assistance and a relief vehicle.

8. Procedures in the event the drop-off location is uncertain or appears unsafe to leave students. In the event the drop-off location is uncertain or appears unsafe to leave students, the driver will make every attempt to:

A. Contact or otherwise communicate with dispatch to notify them of the situation.

B. Release children only if an adult responsible for the children is present. If not, keep children who are to be released in the vehicle, continue with route, and return children who were to be released to the school.

C. Dispatch will notify appropriate law enforcement agencies and school administration if appropriate given the circumstances.

9. Documentation under Safe Pupil Transportation Plan. Each pupil transportation driver is required to complete and submit to the school administration a bus conduct report or incident report involving the pupil transportation vehicle operated by the driver or any pupils transported in it. Documentation is to include the occurrence of any of the following events: weapons, student behavior which affects safety, terroristic threats, severe weather, hazardous materials, or medical emergencies. Documentation of such events shall be completed and submitted as soon as practicable after the incident.

10. Transportation of Unsafe Items. Drivers shall not permit pupil transportation vehicles to transport any items, animals, materials, weapons or look-a-like weapons or equipment which in any way would endanger the lives, health or safety of the children or other passengers and the driver. Look-a-like weapons associated with a school sponsored or approved activity may be transported only with written permission of a school administrator. Personal safety or security devices (such as tasers, mace or pepper spray) may only be transported with the prior approval of an administrator of the District. Any items that would break or could produce injury if tossed about inside the pupil transportation vehicle when involved in an accident or sudden stop shall be secured.

11. Supplemental Information. A copy of this plan shall be placed in each pupil transportation vehicle, kept at each school building, and made available upon request. Supplemental information with respect to operational and procedural guidelines used to administer this plan can be found in the District's safety and security plan adopted pursuant to NDE Rule 10.

12. Vehicle drivers of small vehicles on activity trips. The District will provide drivers of small vehicles with instruction on and guidance for emergency evacuation procedures, first aid, and emergency equipment. Drivers of small vehicles are generally expected to follow this Plan in the event of an emergency evacuation. The District's administration may provide additional guidance for drivers of small vehicles to increase student safety.

13. Student Instruction. At least twice during each school year, each pupil who is transported in a school vehicle shall be instructed in safe riding practices and participate in emergency evacuation drills.

14. Driver Capacity. To confirm a driver has the ability to conduct daily tasks and emergency evacuations, drivers must: (a) pass a prescribed physical examination administered by a Certified Medical Examiner at least every two years and provide the employer with a copy of the medical certificate; (b) pass a transportation screening every year; (c) participate in required in-service training which includes emergency evacuation training; and (d) if required, to have a Commercial Driver's License (CDL) to operate the vehicle, participate in the drug and alcohol testing program as required by federal law. Should a driver have a medical concern throughout the year, the Superintendent or Superintendent's designee will work with the driver to confirm a drivers' ability to conduct the daily tasks and emergency evacuations prior to transporting students.

Legal Reference: Neb. Rev. Stat. Sec. [79-318](#), [79-602](#), [79-607](#), and [79-608](#),

Title 92, Nebraska Administrative Code, Chapters 91 and 92

Date of Adoption: Aug. 10, 2026

Policy No. 5601 - Asthma, Anaphylaxis, and Allergic Reaction Protocol

Students

The District will adopt and implement the Emergency Response to Life-Threatening Asthma or Systemic Allergic Reactions (Anaphylaxis Protocol as required by the Nebraska Department of Education.

The Superintendent, in conjunction with licensed health personnel, shall establish administrative regulations for the implementation of this policy. The regulations established shall comply with NDE rules regarding the protocol to follow in case of a life-threatening asthma or systemic allergic reaction (including anaphylaxis) and use of an EpiPen and albuterol. These regulations and protocols shall also ensure that each school building will procure and maintain the equipment and medication necessary under the protocol in the case of any student or school staff emergency. Staff training in using the protocol shall occur periodically. Staff training in using the protocol shall occur periodically. Records of such training and occurrences of administering medication under the protocol shall be maintained.

The Emergency Protocol shall be implemented, and the equipment and medication necessary to implement the Emergency Protocol shall be maintained, at each school building while school is in session. For purposes of the Emergency Protocol, the phrase "while school is in session" is defined as the core instructional school day. The "core instructional school day" is defined as that portion of each day school is in session during which teachers are on duty to provide and students are scheduled to receive instruction in the School District's curriculum, generally beginning at 8:00 a.m. and ending at 3:30 p.m. The Emergency Protocol shall not be required to be implemented other than in the school buildings while school is in session, and as such is not required to be implemented at extracurricular activities, on school buses, or during school field trips. Implementation of the Emergency Protocol at such non-mandatory times or places shall be made in the discretion of the administration and shall be subject to the availability of the employees designated or trained in implementation of the Emergency Protocol and the availability of the necessary equipment and medication at such times or places.

The parent or guardian of a student of minority age may sign a waiver requesting that their student not receive emergency treatment under this protocol.

The Superintendent or designee shall further develop and implement protocols to address anaphylaxis and the emergency use of epinephrine at school buildings and school-sponsored activities. A school nurse or trained staff member may administer epinephrine to any individual believed to be experiencing anaphylaxis. These protocols will also address the District's response, documentation, notification, and reporting any instances of administering epinephrine. The District will continue to implement individualized health or Section 504 plans for students with known severe allergies, and nothing in this policy limits rights or accommodations under Section 504, the ADA, or the IDEA.

Legal Reference: NDE Rule 59.006
Neb. Rev. Stat. § 79-227

Date of Adoption: Wednesday, May 6, 2026