

David City Public School Board of Education
Regular Board Meeting
Monday, August 8, 2016 7:00 PM
DCPS Board Meeting Room in Preschool
Annex Building
750 D St.
David City, NE 68632-1724

1. Call Meeting to Order
 - 1.1. Open Meetings Statement
 - 1.2. Public Forum
2. Consent Agenda
 - 2.1. Approve minutes of the regular meeting.
 - 2.2. Approve Claims Against the District
 - 2.3. Financial Reports
3. Staff and Student Involvement
4. Board Committee Reports
5. Administrative Reports
 - 5.1. Mr. Denker
 - 5.2. Mr. Couch
 - 5.3. Mr. Fuller
 - 5.4. Mr. Valentine
 - 5.5. Mrs. Beerbohm
 - 5.6. Mr. Keeling
 - 5.7. Ms. Gestring
6. Old Business

7. New Business

7.1. Discuss, consider, and take action on policy 5501 student fees.

7.2. Discuss, consider, and take action on policy 5416 student wellness.

7.3. Discuss, consider, and take action on policy 1250 parental involvement.

7.4. Discuss, consider, and take action on policy 5008 attendance and excessive absenteeism.

7.5. Discuss the progress of the new addition.

7.6. Discuss, consider, and take action on transfer of funds from the general fund to the lunch fund.

7.7. Discuss, consider, and take action on transfer of funds from the general fund to the activities fund.

7.8. Discuss, consider, and take action on transfer of funds from the general fund to the depreciation fund.

8. Personnel

8.1. Discuss, consider, and take action on volunteer coach request(s).

9. Future Discussion Items

10. Adjournment

**Appendix“1” to the 2016-2017 Student Fees Policy of
David City Public Schools
Additional Specification of Required Materials and Fees¹**

Program	General Description of Fee or Material	\$ Amount of Fee (Anticipated or Maximum)² or Specific Material Required
Elementary Program		
Physical Education classes	Appropriate clothing (non-specialized attire)	Tennis shoes and white socks, running shorts, T-shirt
Art classes and special projects or events	Appropriate clothing (non-specialized attire)	Old shirt for painting; other clothing which may get paint on it or otherwise be damaged
Music—Optional band courses	Musical instruments	Musical instruments and accessories (reeds, valve oil, drum sticks, lyres, flip folders, slide grease, reed guards, cleaning swabs, mouthpiece brushes, pad savers, ligatures, and a "gig bag", etc.) Limited instruments available for use by any student.
Classroom supplies	General supplies, such as writing instruments (pens, pencils, crayons, markers, notebooks, etc.)	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.
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. 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	None
Copies	Use of school copiers (except for one copy of the student file, which will	Ten cents (.10) per page when charges apply.

¹ This listing is a part of the 2016-2017 Student Fees Policy and is intended to provide supplemental information. For additional specifications, refer to the Policy.

² Generally, dollar amounts are stated in terms of “maximums.” The actual fee or charge may be less during the 2016-2017 school year.

	be provided without charge)	
School Meals	Meals served by the district's school lunch program that meets the guidelines of the regulated Nutrition Program of the state.	Milk--\$.45 Breakfast--\$1.60 Lunch--\$2.70 pK-6 Prices are maximums based on one meal per day, will vary depending on the number of meals or items purchased by the student, and may be adjusted during the year.
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 white socks, running shorts, T-shirt
Art and shop classes and special projects	Appropriate clothing (non-specialized attire)	Old shirt for painting; other clothing which may get paint on it or otherwise be damaged; protective clothing for shop 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.	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.
Advanced math or science classes	Specialized calculators	Refundable damage deposit of \$100 per semester will be required for students who wish to use school calculators outside the classroom. Students are encouraged but not required to purchase such equipment for their personal use.
1:1 Laptop Initiative	Accidental Damage and usage fee	\$25 annual fee
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	Meals served by the district's school lunch program that meets the guidelines of the regulated Nutrition Program of the state.	Milk--\$.45 Breakfast--\$1.60 Lunch--\$2.95 Prices are maximums based on one meal per day, will vary depending on the number of meals or items purchased by the student, and may be adjusted during the year.
Post-secondary education classes	Tuition and fees for college courses taken for credit.	None--Any postsecondary education costs are to be paid directly by students to the college.
College entrance tests and preparation	Prep programs & tests	Costs of college entrance tests or prep courses, such as ACT preparation tutoring, PSAT test, and ACT test, are optional and to be paid directly to the private companies involved.
Locker usage	Use of school padlock	\$3 fee charged if locker is jammed and has to be repaired; \$10 fee charged if padlock is damaged or lost.
Parking	Use of school parking lot during school day	None-The district does not charge a fee for parking. The student council sponsors a parking plan and charges a \$5.00 per year fee as a fundraising activity.
Extracurricular and other programs	General Description of Fee or Material	\$ Amount of Fee (Anticipated or Maximum) <u>or</u> Specific Material Required
Athletic Programs		
1. Admission	Spectator fees for admission to events	\$4.00 per event maximum for students. DCPS Students in grades K-12 will receive free admission for regular season home events. Adults may purchase an Activity Ticket for \$80 per year. For District and 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 the student's physician or clinic.
3. Athletic Participation Fee	Fee to participate in athletic programs.	None. The district does not charge a fee for athletic participation.

<p>4. Equipment and attire</p>	<p>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.</p>	<p>Required items include athletic undergarments (supporter, bra, socks and undershirts), practice attire, including shorts, shirts, socks and shoes suitable for the activity, and dress attire suitable for team travel. Optional items for which students are responsible include: personal athletic bags, hair ties, sweat bands, non-required gloves, swim goggles, towels, forearm pads and personal medical devices (braces, orthopedic inserts, etc.). Additional required items for particular sports or activities include:</p> <p>Basketball No additional MS Practice/game jersey</p> <p>Football Mouthpiece</p> <p>Golf Golf bag & clubs; shirt</p> <p>Softball Softball glove</p> <p>Speech/Debate Dress attire; copies of research</p> <p>Track No additional</p> <p>Volleyball Volleyball knee pads</p> <p>Wrestling Wrestling head gear</p> <p>Cheerleading and Dance Team Squads Shoes, approved uniforms (top & skirt; jacket), pom-poms and other accessories</p>
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5. Travel meals	Meals	Students are responsible for their own meals while traveling.
6. Locker use	Padlock for gym locker	\$10 charge for lost or damaged padlock.
7. Camps and clinics	Registration and other costs of camps or clinics	Students are responsible for the cost of all clinics, camps and conditioning programs. Any personal items purchased at camps or clinics, such as t-shirts, shall be at the student's expense.
8. Athletic Clubs	Letterman's club and other clubs supporting the athletic program	Annual dues not to exceed \$5.00 per year.
9. Marching Band and Musical Groups	Equipment and attire.	Students will be responsible for the same costs as are set out for the athletic program. Students will be responsible for supplying their own musical instruments and accessories and for their own uniforms. Uniforms for the marching band will be supplied by the school.
Clubs/Organizations		
Future Farmers (FFA)	State & national dues, meals and activities	Annual dues not to exceed \$25.00 per year.
Future Career/Community Leaders (FCCLA)	State & national dues, meals and activities	Annual dues not to exceed \$25.00 per year.
National Honor Society	State & national dues, meals, and activities	Annual dues not to exceed \$20.00 per year.
Student Council	State & national dues, meals and activities	No annual dues.
Social & Recognition Activities		
1. School plays, musicals and social activities	Admission to events	In most cases no admission is charged for these events. In the event that admission is charged it will not exceed \$10.00 per play or activity
2. School dances	Admission to prom, homecoming, etc.	Normally no charge will be assessed to students for admission to school dances. If a group or organization sponsors a dance as a fundraiser or to pay expenses for the dance, they may charge admission not to exceed \$10 per individual, per event.

3. Class dues		Each of the six secondary classes may assess its members an amount not to exceed \$50.00 annually for rental and decoration of dance facilities, punch and snacks at social activities, memorials and recognition plaques, flowers, and cards, and similar class activities. The payment of such an assessment shall be strictly voluntary, but students who do not pay may be denied admission to extracurricular activities supported by the class dues.
4. Senior recognition assessment	Optional graduation activities	Participation in class activities attendant to graduation (such as being part of the composite picture, special yearbook pages, etc.) is not required in order for students to receive their high school diploma. Students who choose to participate will be required to pay the cost of the items involved in the graduation ceremony and attendant class activities. These may include the rental of graduation robes, caps, tassels, class flowers, class gift, yearbook picture page, and class composite picture. A single Senior Class Recognition Assessment, not to exceed \$50, will be assessed to those Seniors who elect to participate in such activities.
5. Trips	Transportation, lodging, meals, admission to events, etc.	Students are responsible for costs of school sponsored trips where the trip is an extracurricular activity. The maximum costs of such trips will be \$5,000 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: (a) it is not supervised or administered by the school, (b) attendance on the trip does not count towards graduation credit or grade advancement, and participation on the trip is voluntary for students.

SHARING INFORMATION WITH OTHER PROGRAMS

Dear Parent/Guardian:

To save you time and effort, the information you gave on your Free and Reduced Price School Meals Application may be shared with other programs for which your children may qualify. **For the following programs, we must have your permission to share your information. Sending in this form will not change whether your children get free or reduced price meals.**

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- No! I **DO NOT** want information from my Free and Reduced Price School Meals Application shared with any of these programs.

If you checked no, stop here. You do not have to complete or send in this form. Your information will not be shared.

- Yes! I **DO** want school officials to share information from my Free and Reduced Price School Meals Application with appropriate school officials for purposes of the student fee waiver program and any other program that would benefit student(s).

If you checked yes to the boxes above, fill out the form below.

Child's Name: _____	School: _____

Signature of Parent/Guardian: _____ Date: _____

Printed Name: _____

Address: _____

For more information, you may call **Angie Moore or Chad Denker** at (402)367-4590.

Return this form to: Angie Moore or Chad Denker at the District Office.

STUDENTS

STUDENT FEES POLICY

The Board of Education of David City Public Schools shall adopt a student fees policy on an annual basis in accordance with the Public Elementary and Secondary Student Fees Authorization Act.

Policy Adopted: May 14, 2002

Policy Revised: July 14, 2003, July 12, 2004; July 11, 2005; December 11, 2006; May 12, 2008; May 11, 2009; June 14, 2010; June 13, 2011; July 9, 2012; July 8, 2013; July 14, 2014; July 9, 2015, Aug 8, 2016

STUDENTS

STUDENT FEES POLICY RULES AND REGULATIONS

The Board of Education of David City 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 "1", which provides further specifics of student fees and materials required of students for the 2016-2017 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, and erasers. 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 Projects

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 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 the 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.

(vi) Personal Laptops

Students will be required to pay an accidental damage and usage fee for laptops provided by the school district as part of the 1:1 laptop initiative for students in grades 7-12. This fee will be assessed annually.

(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, mouthpieces, 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 for the 2016-2017 school year are further specified in Appendix “1”. Admission fees are charged for extracurricular activities and events.

(5) Postsecondary education costs.

Students are responsible for postsecondary education costs. The phrase “postsecondary education costs” means tuition and other fees only associated with obtaining credit from a postsecondary educational institution. For a course in which students receive high school credit, and for which the student may also receive postsecondary education credit, the course shall be offered without charge for tuition, transportation, books, or other fees, except tuition and other fees associated with obtaining credits from a postsecondary educational institution.

(6) Transportation costs.

Students are responsible for fees established for transportation services provided by the District as and to the extent permitted by federal and state laws and regulations.

(7) Copies of student files or records.

The Superintendent or the Superintendent's designee shall establish a schedule of fees representing a reasonable cost of reproduction for copies of a student's files or records for the parents or guardians of such student. A parent, guardian or students 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 students of the District or to every household in which at least one student resides, at no cost.

(13) Student Fee Fund.

The School Board hereby establishes a Student Fee Fund. The Student Fee Fund shall be a separate school district fund not funded by tax revenue, into which all money collected from students and subject to the Student Fee Fund, shall be deposited and from which money shall be expended for the purposes for which it was collected from students. Funds subject to the Student Fee Fund consist of money collected from students for: (1) participation in extracurricular activities, (2) postsecondary education costs, and (3) summer school or night school.

CERTIFICATION

On the 7th day of July 2016, the school board held a public hearing at a meeting of the school board on a proposed student fee policy. Such public hearing followed a review of the amount of money collected from students pursuant to, and the use of waivers provided in, the student fee policy for the 2016-2017 school year. The foregoing student fee policy was adopted after such public hearing by a majority vote of the school board at an open public meeting in compliance with the public meetings laws.

Superintendent

Legal References:

Neb. Rev. Stat. §§79-2, 125 to 79-2,135 and Laws 2003, LB 249 (The Public Elementary and Secondary Student Fee Authorization Act)
Neb. Constitution, Article VII, section 1.
Neb. Rev. Stat. §§79-241, 79-605, and 79-611(transportation)
Neb. Rev. Stat. §79-2,104 (student files or records)
Neb. Rev. Stat. §79-715 (eye-protective devices)
Neb. Rev. Stat. §79-737 (liability of students for damages to school books)
Neb. Rev. Stat. §79-1104 (before-and-after-school or pre-kindergarten services)
Neb. Rev. Stat. §§79-1106 to 79-1108.03 (accelerated or differentiated curriculum program)

Policy Adopted: July 14, 2003
Policy Reviewed/Revised: July 12, 2004; July 11, 2005; December 11, 2006; May 12, 2008; May 11, 2009; June 14, 2010; June 13, 2011; July 9, 2012; July 8, 2013, July 14, 2014; July 9, 2015, Aug 8, 2016

Students

School Wellness Policy

1. Goals to Promote Student Wellness

The following goals are established for nutrition education, physical activity, and other school-based activities that are designed to promote student wellness in a manner that the District determines to be appropriate:

- Nutrition Education topics will be included within the health education curriculum that is taught at specific grade levels of the district.
- Physical Activity will be encouraged and physical education classes and physical activity opportunities will be available for all students throughout the school year.
- The District will promote wellness concepts in Other School Activities and include prevention strategies in the scope and sequence of the school program.

Topics, activities, and guidelines included in Nutrition Education, Physical Activity, and Other School Activities are identified in the rules and regulations associated with this policy.

2. Nutrition Guidelines

Nutrition guidelines for all foods available in each school building during the school day shall promote student health and the reduction of childhood obesity. Guidelines are described in the rules and regulations.

3. Assurance for Reimbursable School Meals

The District gives the assurance that the District's guidelines for reimbursable school meals shall not be less restrictive than regulations and guidance issued by the Secretary of Agriculture pursuant to subsections (a) and (b) of section 10 of the Child Nutrition Act (42 U.S.C. 1779) and sections 9(f)(1) and 17(a) of the Richard B. Russell National School Lunch Act (42 U.S.C. 1758(f)(1), 1766(a)), as those regulations and guidance apply to schools.

4. Plan for Measuring Implementation and Designation of Responsible Persons

The superintendent or his/her designee shall be responsible for ensuring compliance with this policy. School food service staff will ensure compliance with nutrition policies within school food service areas and will report on this matter to the superintendent or his/her designee.

5. Development of Policy

The District assures that development of the Wellness Policy involved parents, students, representatives of the District's nutrition services department, the school board, school administrators, and the public.

Legal Source: The Child Nutrition and WIC Reauthorization Act of 2004; 42 USC 1751

Policy Adopted: June 6, 2006

Policy Reviewed/Revised: June 11, 2007; May 11, 2009; June 14, 2010; July 11, 2011; July 9, 2012; July 8, 2013; July 14, 2014; July 9, 2015; Aug 8, 2016

Students

School Wellness Policy

The District desires to promote healthy students and healthy living by supporting good nutrition, nutrition education, and regular physical activity. The District strives to promote student health and reduce childhood obesity.

Nutrition Education:

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

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

Physical Activity:

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

1. **Curriculum:** Health and physical education will be integrated into other subjects to complement, but not replace, the health and physical education curriculum provided in accordance with NDE Rule 10. Educators are to incorporate physical activity promotion and non-sedentary lifestyles in all subject areas as appropriate.
2. **Physical Activity during the School Day:** Elementary students will have the opportunity for daily recess. Weather and other conditions permitting, recess will be outdoors.
3. Middle School and High School student will have the opportunity for physical activity during their lunch period. Physical activity within class periods will be encouraged.
4. **Punishment:** Physical activity will not be used as punishment and will not be withheld as punishment. This guideline shall not apply to extra-curricular activities. In no event will physical activity be used as a form of corporal punishment.

5. **Physical Activity Health Events:** Educators are encouraged to search for and take advantage of events that promote physical activity education. Activities may include:
 - a. Health fairs
 - b. Traveling health exhibits
 - c. Field trips to physical activity centers
 - d. Physical activity speakers (school assemblies or class speakers representing sports figures, medical people)
6. **School communications** to parents will include information that promotes physical activity. Such communications may include information about the benefits of physical activity to children and distribution of information about youth sports programs.
7. **Staff:** Our employees are encouraged to be healthy role models for students.

Other school activities to promote student wellness

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

1. **Extracurricular Programs:** The District will offer athletic and other activity programs subject to and in compliance with, the bylaws of the Nebraska School Activities Association.
 - a. Coaches or sponsors of activities shall provide plans to parents, students, or food caterers regarding nutritional guidelines desired for pre-game or pre-event meals.
2. **Advertising:** The administration will monitor advertising that occurs in the school and endeavor to limit messages that promote foods of minimal nutritional value.
3. **Professional Growth:**
 - a. Professional staff members will be provided with professional development and guidance on appropriate practices and procedures to implement the school wellness goals and recommendations. Professional development activities will include activities related to the integration of physical activities and nutrition education into the academic curriculum, information on how wellness impacts learning, and other wellness goals and activities.
 - b. The District will provide ongoing training and development for food service staff related to nutrition and wellness goals and activities.
4. **Community Resources:** The administration will endeavor to coordinate the school wellness program efforts with those available from medical, public health and other community organizations. The School District shall actively develop and support the engagement of students, families, and staff in community health enhancing activities and events at the school and throughout the community.
5. **Nutrition Guidelines:** The established nutrition guidelines for foods available in each school building during the school day are as follows:
 - a. School Breakfast and Lunch Programs will be offered which meet or exceed the requirements of federal and state law and regulatory authorities.
 - b. No foods in competition with the school lunch or breakfast program shall be sold or otherwise made available to students anywhere on school premises during the period of one-half hour prior to the serving period for breakfast and lunch and lasting until one-half hour after the serving of breakfast and lunch. Any exceptions must be approved by the school administration.

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

1. **Conditions for school meals:**
 - a. Students will be provided adequate time to eat. In general students will, upon arrival in the cafeteria, have at least 15 minutes to breakfast and 20 minutes to eat lunch.
 - b. Efforts shall be made to establish acceptable eating conditions. The factors to promote these conditions will be a clean, orderly environment, pleasant adequate seating, and enforcement of student conduct rules and staff supervision.

2. Selection of School Meals:

School meals shall at a minimum meet nutrition requirements established by state and federal law. Emphasis is to be on good menu planning principles that offer healthy food choices including lean meats, a variety of fresh fruits and non-fried vegetables daily, whole grains, and low-fat or nonfat milk daily. These choices shall be located where they are readily accessible to ALL students.

3. Limit portion sizes of desserts and fried foods.

Elementary students are to be offered balance meals. Elementary students are not to be sold individual food or beverage selections.

Middle School and High School students may be sold foods and beverages *ala carte* as deemed appropriate by the School Wellness Council in cooperation with the Alliance for a Healthier Generation recommendation for competitive foods. All la carte offerings shall be selected with input from students, parents, and staff.

Student's meals for home: Parents will be encouraged via health promotional materials to make healthy choices for student lunches when students bring their meals from home.

4. Closed Campus. To encourage students to eat a nutritious lunch, students will not be permitted to leave school during the school day for the purpose of lunch.

5. Vending Machines:

- a. Elementary: vending machines with foods of minimal nutritional value will not be available to use by elementary school students at any time.
- b. Middle School/High School: Vending machines with beverages and/or snacks in the school building shall include healthy choices that are in compliance with the Alliance for a Healthier Generation's guidelines for competitive foods.

6. Foods available during the school day:

Water: Student will be allowed access to water during the school day. Water fountains are available and water is available free of charge at all school meals. Educators may in their discretion allow students to bring water bottles to classes.

Classroom Celebrations:

- Due to food safety and food allergy concerns and in an effort to provide healthy foods a list of alternatives to home-baked goods, including both food and non-food items, will be provided to parents and staff
- Parents and Staff are encouraged to find a non-food or healthy food alternative from the list provided for classroom celebrations including individual birthdays and special occasions
- Food or non-food items not on the list provided must be approved by the building principal or school nurse

7. Fund-raising:

School clubs are discouraged from selling foods of minimal nutritional value as part of fund-raising efforts.

8. School activities/events: Concession stands at school activities and events will include health food choices such as fresh fruit.

9. Definition of foods of Minimal Nutritional Value: for purposes of this regulation, "foods of minimal nutritional value" has the same meaning as in the federal regulations for the National School Lunch Program. Specific foods of minimal nutritional value include, but are not necessarily limited to:

- a. Soda pop, energy drinks
- b. Water ices except those which contain fruit or fruit juices
- c. Chewing gum
- d. Processed candies
- e. Fruit snacks or gummies
- f. Non-baked potato chips
- g. Cakes cookies brownies

10. Definition of Healthy Foods: For purposes of this regulation, "healthy foods" means foods that are not foods of minimal nutritional value, and that are low in fats, sodium and sugars, and high per serving in the nutrients which are needed to meet Reference Daily Intakes.

School Environment

- 1.** School buildings and grounds, structures, buses, and equipment shall meet all current health and safety standards, including environmental air quality, and be kept inviting, clean, safe, and in good repair.
- 2.** Schools and district offices shall maintain an environment that is free of tobacco, alcohol, and illegal drugs. This applies to district staff, students and visitors.
- 3.** Safety procedures and appropriate training for students and staff shall support personal safety and a violence and harassment free environment.
- 4.** A wellness newsletter will be established to provide monthly communication to families and the teaching staff that will occasionally contain information related to the following topics:
 - a.** Educational information related to the District's wellness policy
 - b.** Sound nutritional guidelines
 - c.** Encouragement to eat breakfast
 - d.** Discourage unhealthy snacks prior to and after school
 - e.** Physical activity opportunities or ideas
 - f.** Descriptions of periodic physical activities happening in the school
 - g.** Tips for family mealtime procedures
 - h.** Descriptions of prevention programs in place in the school or community
 - i.** Ideas on health social/emotional wellness
 - j.** A listing of suggested health foods that can be brought into the school

Policy Rules and Regulations Adopted: June 6, 2006

Policy Reviewed/Revised: June 11, 2007; May 11, 2009; June 14, 2010; July 11, 2011; July 9, 2012; July 8, 2013, July 14, 2014; July 15, 2015; Aug 8, 2016

Community Relations

Parental Involvement

It is the policy of David City Public Schools to foster and facilitate, to the extent appropriate, parental information about, and involvement in, the education of their children in the manner stated below.

Textbooks, tests, and other curriculum materials used in this school district are, and shall be, available for review by parents at school upon request.

Parents may, and are encouraged to, attend and monitor courses, assemblies, counseling sessions, and other instructional activities. Visitors to school buildings or school activities will be required to notify the administration of the school of their presence in the building, or at the school activity, and may be asked to leave if their conduct or presence interferes with the educational process or constitutes an interference with school purposes.

Parental requests to excuse students from testing, classroom instruction and other school experiences will be granted when possible and educationally appropriate. Requests must be in writing and submitted to the proper teacher and administrator in a reasonable amount of time prior to the testing, classroom instruction, or other school experience, and must be accompanied by a written explanation of why the student should be excused. A plan for an acceptable alternative shall be approved by the proper teacher and administrator prior to, or as a part of, the granting of any parent request.

Parents and others will be provided access to records of students according to school policies and law (e.g., Family Educational Rights and Privacy Act, 20 U.S.C. SS1232g or SS79-4,157, R.R.S.,et seq.).

Testing shall occur in this school district as determined appropriate from time to time by district staff to assure proper measurement of educational progress and achievement.

Participation in surveys of students shall occur in this district from time to time when determined appropriate by district staff for educational purposes. To the extent possible, parents will be notified prior to the administration of such surveys. Parental requests to remove students from such surveys will be granted when possible and educationally appropriate.

This policy shall be reviewed annually.

Policy Approved: November 13, 1995

Policy Reviewed/Revised: October 14, 2002; November 10, 2003; November 8, 2004;
November 14, 2005, October 9, 2006; May 11, 2009;
June 14, 2010; June 13, 2011; July 9, 2012; July 8, 2013;
July 14, 2014; July 9, 2015; Aug 8, 2016

StudentsStudent AttendanceAttendance Policy and Excessive Absenteeism

Regular and punctual student attendance is required. The administration is responsible for developing further attendance rules and regulations, and all staff are expected to implement this policy and administrative rules and regulations to encourage regular and punctual student attendance. The Principals and teachers are required to maintain an accurate record of student attendance.

A. Attendance and Absences.

1. Circumstances of Absences – Definitions. The circumstances for all absences from school will be identified as School Excused or Not School Excused. Absences should be cleared through the Principal's office in advance whenever possible. All absences, except for illness and/or death in the family, require advance approval.
 - a. School Excused. Any of the following circumstances that lead to an absence will be identified as a *School Excused* absence, provided the required attendance procedures have been followed:
 - (1) Impossible or impracticable barriers outside the control of the parent or child prevent a student from attending school. The parent must provide the school with documentation to demonstrate the absence was beyond the control of the parent or child. This could include, but is not limited to documented illness, court, death of a family member, or suspension.
 - (2) Other absences as determined by the principal or the principal's designee.
 - b. Not School Excused. Absences that are not school excused may result in a report to the county attorney and may be classified as follows:
 - (1) Parent acknowledged absences are those in which the parent communicated with the school in the prescribed manner that the child is absent and is the parent's responsibility for the extent of the school day. This includes, but is not limited to, illness, vacations, and medical appointments.
 - (2) Other absences are those in which the parent has not communicated a reason for the student's absence.

2. Absence Procedure. In its Student Information System, the District may identify many different codes that provide greater definition to the circumstances of a child's absence, but all of the codes need to be identified to parents and students as fitting into one of the above defined absence circumstances.

A student will not be allowed to enter class after an absence until an admit slip, based upon a written or verbal parental excuse, is issued by the Principal's office.

Two school days will be allowed to make up work for each day missed, with a maximum of 10 days allowed to make up work.

3. Mandatory Ages of Attendance. A child is of mandatory age if the child will reach age 6 prior to January 1 of the then-current school year and has not reached 18 years of age.

Exceptions for Younger Students. Attendance is not mandatory for a child who has reached 6 years of age prior to January 1 of the then-current school year, but will not reach age 7 prior to January 1 of such school year, if the child's parent or guardian has signed and filed with the school district in which the child resides an affidavit stating either: (1) that the child is participating in an education program that the parent or guardian believes will prepare the child to enter grade one for the following school year; or (2) that the parent or guardian intends for the child to participate in a school which has elected or will elect pursuant to law not to meet accreditation or approval requirements and the parent or guardian intends to provide the Commissioner of Education with a statement pursuant to section 79-1601(3) on or before the child's seventh birthday.

Exceptions for Older Students. Attendance is also not mandatory for a child who: (1) has obtained a high school diploma by meeting statutory graduation requirements; (2) has completed the program of instruction offered by a school which elects pursuant to law not to meet accreditation or approval requirements; or (3) has reached the age of 16 years and has been withdrawn from school in the manner prescribed by law.

Early Withdrawal for Students Enrolled in Accredited or Approved Schools. A person who has legal or actual charge or control of a child who is at least 16 but less than 18 years of age may withdraw such child from school before graduation and be exempt from the mandatory attendance requirements if an exit interview is conducted and a withdrawal form is signed.

Exit Interview. The process is initiated by a person who has legal or actual charge or control of the child submitting a withdrawal form. The form is to be as prescribed by the Commissioner of Education. Upon submission of the form, the Superintendent or Superintendent's designee shall set a time and place for an exit interview if the child is enrolled in David City Public Schools or resides in the

David City Public School District and is enrolled in a private, denominational, or parochial school.

The exit interview shall be personally attended by:

- The child, unless the withdrawal is being requested due to an illness of the child making attendance at the exit interview impossible or impracticable;
- the person who has legal or actual charge or control of the child who requested the exit interview;
- the Superintendent or Superintendent's designee;
- the child's principal or the principal's designee if the child at the time of the exit interview is enrolled in a school operated by the school district; and
- any other person requested by any of the required parties who agrees to attend the exit interview and is available at the time designated for the exit interview which may include, for example, other school personnel or the child's principal if the child is enrolled in a private school.

At the exit interview, the person making the written request must present evidence that (a) the person has legal or actual charge or control of the child and (b) the child would be withdrawing due to either:

- financial hardships requiring the child to be employed to support the child's family or one or more dependents of the child, or
- an illness of the child making attendance impossible or impracticable.

The Superintendent or Superintendent's designee shall identify all known alternative educational opportunities, including vocational courses of study, that are available to the child in the school district and how withdrawing from school is likely to reduce potential future earnings for the child and increase the likelihood of the child being unemployed in the future. Any other relevant information may be presented and discussed by any of the parties in attendance.

At the conclusion of the exit interview, the person making the written request may sign a withdrawal form provided by the school district agreeing to the withdrawal of the child OR may rescind the written request for the withdrawal.

Withdrawal Form. Any withdrawal form signed by the person making the written request shall be valid only if:

- the child also signs the form, unless the withdrawal is being requested due to an illness of the child making attendance at the exit interview impossible or impracticable, and
- the Superintendent or Superintendent's designee signs the form acknowledging that the interview was held, the required information was provided and discussed at the interview, and, in the opinion of the Superintendent or Superintendent's designee, the person making the written request does in fact have legal or actual charge or control of the

child and the child is experiencing either (i) financial hardship, or (ii) an illness making attendance impossible or impracticable.

Early Withdrawal for Students Enrolled in an Exempt School (Home Schools). A person who has legal or actual charge or control of a child who is at least 16 but less than 18 years of age may withdraw such child from school before graduation and be exempt from the mandatory attendance requirements if such child has been enrolled in a school that elects not to meet the accreditation or approval requirements by filing with the State Department of Education a signed notarized release on a form prescribed by the Commissioner of Education.

4. Reporting and Responding to Excessive Absenteeism. Any administrator, teacher, or member of the board of education who knows of any failure on the part of any child of mandatory school attendance age to attend school regularly without lawful reason, shall within three days report such violation to the superintendent or such person(s) who the superintendent designates to be the attendance officer (hereafter, "attendance officer"). The attendance officer shall immediately cause an investigation into any such report to be made. The attendance officer shall also investigate any case when of his or her personal knowledge, or by report or complaint from any resident of the district, the attendance officer believes there is a violation of the compulsory attendance laws. The school shall render all services in its power to compel such child to attend some public, private, denominational, or parochial school, which the person having control of the child shall designate, in an attempt to address the problem of excessive absenteeism. Such services shall include, as appropriate, the services listed below under "Excessive Absenteeism" and "Reporting Excessive Absenteeism."
5. Excessive Absenteeism. Students who accumulate five (5) unexcused absences in a quarter which are Not School Excused shall be deemed to have "excessive absences." Such absences shall be determined on a per day (or hourly equivalent) basis for elementary students and on a per class basis for secondary students. When a student has excessive absences, school officials will have verbal or written communication with the person or persons who have legal or actual charge or control of any child.

When a student continues thereafter to have absences which are Not School Excused and the absences are of concern due to the effect of the absences on the student's academics, the student's attendance history, the time of the school year, the reasons for the absences, or other circumstances, one or more meetings will be held between the school (a school attendance officer, a school administrator or his or her designee, and/or a social worker), the child's parent or guardian, and the child, when appropriate, to address the barriers to attendance. The result of the meeting or meetings shall be to develop a collaborative plan to reduce barriers identified to improve regular attendance. The plan shall consider, but not be limited to:

- (a) Illness related to physical or behavioral health of the child.
- (b) Educational counseling;
- (c) Educational evaluation;
- (d) Referral to community agencies for economic services;
- (e) Family or individual counseling; and
- (f) Assisting the family in working with other community services.

If the parent/guardian refuses to participate in such meeting, the principal shall place documentation of such refusal in the child's attendance records.

6. Reporting Excessive Absenteeism to the County Attorney.

The school may report to the county attorney of the county in which the person having control of the student resides when the school has documented the efforts to address excessive absences, the collaborative plan to reduce barriers identified to improve regular attendance has not been successful, and the student has accumulated more than twenty (20) absences per year. The school shall notify the child's family in writing prior to making the referral to the county attorney. Illness that makes attendance impossible or impracticable shall not be the basis for referral to the county attorney. A report to the county attorney may also be made when a student otherwise accrues excessive absences as herein defined.

Legal Reference: Neb. Rev. Stat. ' ' 79-201 and 79-209

Policy Adopted: August 25, 2014
Policy Reviewed: July 9, 2015; August 8, 2016