

Wilcox-Hildreth Public School
Board of Education Regular Meeting
Monday, November 19, 2018
Middle School Conference Room - Hildreth - 7:00 AM

1. Call to Order. Roll Call
2. Announce location of posted Open Meetings Act
3. Consent Agenda
 - 3.A. Approval of Agenda
 - 3.B. Approval of minutes of Regular October 15, 2018 Board Meeting
 - 3.C. Approval of Claims
 - 3.D. Financial Report
4. Visitors and communication from the public
5. Action Items
 - 5.A. Discuss, Consider and take all necessary action to allow Wilcox-Hildreth staff members to donate up to (2) two Sick Leave Days to staff member Tiana Gibb once she has used her own Sick Leave and Personal Leave.

5.B. Discuss, Consider and take all necessary action to adopt Policy #'s 5002, 5003, 5004, 5005, 5006, 5007, 5008, 5010, 5011, 5012, 5013, 5014, 5015.

6. Discussion Items

6.A. Discuss the 2019-2020 School Calendar-the calendar is attached.

7. Administrator Report

7.A. Superintendent Report

7.B. Principal Report

8. Next Board Meeting: Monday, December 17, 7:00 a.m. at Wilcox

9. Adjourn

Wilcox-Hildreth Public School
Board of Education Regular Meeting
Monday, October 15, 2018 ~ 8:00 PM
High School Media Center
404 E Sapp Street
P.O. Box 190
Wilcox, NE 68982

1. Call to Order. Roll Call

2. Announce location of posted Open Meetings Act

3. Consent Agenda

Motion by Ryan Knaus, seconded by Gary Jensen, to approve the consent agenda. Motion Passed.

Roger Boyer: Yea, Kert Hansen: Yea, Gary Jensen: Yea, Ryan Knaus: Yea, Kirk Nelson: Yea, Aaron Pistulka: Yea
Yea: 6, Nay: 0

3.A. Approval of Agenda

3.B. Approval of minutes of Regular September 17, 2018 Board Meeting

Motion by Aaron Pistulka, seconded by Roger Boyer, to To amend the minutes from the September 17, 2018 Regular Meeting. Action Item 5A should read as: Discuss, Consider and take all necessary action to approve the option enrollment of Jonathon Olson. Motion Passed.

Roger Boyer: Yea, Kert Hansen: Yea, Gary Jensen: Yea, Ryan Knaus: Yea, Kirk Nelson: Yea, Aaron Pistulka: Yea
Yea: 6, Nay: 0

3.C. Approval of Claims

3.D. Financial Report

4. Visitors and communication from the public

Members of the public in attendance were Jerry Johnson, Matt and April Bergner, Bobbi Strong, Lee Woollen, Lanie Bunger Nikki Blank, Chris Sheen and Kelly Simmons. Jerry Johnson requested that the school district agree to close Lewis Street north of Regan street. The street was never developed.

5. Action Items

5.A. Discuss, consider and take all necessary action to approve 2019-2021 superintendent contract for Justin Patterson.

Motion by Roger Boyer, seconded by Ryan Knaus, to approve the 2019-2021 superintendent contract for Justin Patterson. Motion Passed.

Roger Boyer: Yea, Kert Hansen: Yea, Gary Jensen: Yea, Ryan Knaus: Yea, Kirk Nelson: Yea, Aaron Pistulka: Yea

Yea: 6, Nay: 0

5.B. Discuss, Consider and take all necessary action to approve Board Policies 4027-4061.

Motion by Aaron Pistulka, seconded by Kert Hansen, to approve board policies 4027-4039 and 4041-4061. Motion Passed.

Roger Boyer: Yea, Kert Hansen: Yea, Gary Jensen: Yea, Ryan Knaus: Yea, Kirk Nelson: Yea, Aaron Pistulka: Yea

Yea: 6, Nay: 0

6. Discussion Items

7. Administrator Report

7.A. Superintendent Report

Superintendent Dietz reported on:

1. Wilcox playground
2. Negotiations
3. Possibilities of renovating the Wilcox and Hildreth buildings and possible grade configurations for the district

7.B. Principal Report

Principal Patterson reported on:

1. School Improvement
2. Homecoming activities

8. Next Board Meeting: Monday, November, 19 7:00 a.m. Hildreth.

9. Adjourn

Motion by Roger Boyer, seconded by Ryan Knaus, to adjourn 8:42 p.m.. Motion Passed.

Roger Boyer: Yea, Kert Hansen: Yea, Gary Jensen: Yea, Ryan Knaus: Yea, Kirk Nelson: Yea, Aaron Pistulka: Yea

Yea: 6, Nay: 0

11/12/2018 01:43 PM

Unposted; Batch Description General Fund - Nov. 2018; Fund Number 01

User ID: RLH

Vendor Name	Invoice Number	Description	Amount
Checking Account ID 1	Fund Number 01	GENERAL FUND	
Alert Solutions, Inc.	6255446484582400	Swift K12 for PowerSchool	812.50
Total Alert Solutions, Inc.			812.50
Almquist, Maltzahn, Calloway, Luth PC	17-18 Audit/AFR	AFR 17-18/Audit	6,140.00
Total Almquist, Maltzahn, Calloway, Luth PC			6,140.00
Arapahoe Public School	QuizBowl Fee 11/13/1	Quiz Bowl Fee 11/13/18	25.00
Total Arapahoe Public School			25.00
Bertrand Public School	10/22 Quiz Bowl Fee	Quiz Bowl Fee	25.00
Total Bertrand Public School			25.00
Black Hills Energy	102 N Stoc-0003	102 N. Stockton Street	281.03
Black Hills Energy	4456237296-0001	613 Nelson Street-Hildreth, NE	1,044.74
Black Hills Energy	4694971507-0001	102 N Stockton Street	933.90
Black Hills Energy	5673345098-0001	208 Stockton Street	161.56
Black Hills Energy	8027394935-0001	404 E. Sapp Street	99.53
Total Black Hills Energy			2,520.76
Builders How To Warehouse	447996-0002	One Act Expenses	58.96
Builders How To Warehouse	450992	Carpet Remnant-One Act	54.80
Total Builders How To Warehouse			113.76
Business World	642645	Office Supplies	25.63
Business World	642717	Office Supplies-Heavy Duty Paper Punch	72.99
Business World	642773	Office Supplies	35.98
Total Business World			134.60
Cambridge Public School	11/19 Quiz Bowl Fee	Quiz Bowl Fee	25.00
Cambridge Public School	11/26 Quiz Bowl Fee	Elem & JH Quiz Bowl Fee	50.00
Total Cambridge Public School			75.00
Carter Electric	8095	Install Exit & Emergency LED Fixtures	3,760.20
Carter Electric	8096	Lite Fixtures at Entrance Doors-Wicox	1,215.85
Total Carter Electric			4,976.05
CCS Presentation Systems	030293	Smart Board for 3rd Grade Room	5,571.09
Total CCS Presentation Systems			5,571.09
City of Holdrege	348382	Parking Lot Posts Disposal	75.45
Total City of Holdrege			75.45
Computer Hardware	122664	USB Cable/Patterson	30.00
Total Computer Hardware			30.00
Cooperative Producers Inc	Sept. Bill-0002	Sept Bus Fuel Bill	4,375.80
Total Cooperative Producers Inc			4,375.80
Dallas Midwest	EC095410-BRT	Rubber-Tax Board Black-Elementary Wing	824.00
Total Dallas Midwest			824.00
Deterding	170494-1	Pool Winterization	1,024.98

Vendor Name	Invoice Number	Description	Amount
Total Deterding			1,024.98
Double D Cleaners	HIL040518	Hildreth Site Mops/Towels	98.15
Double D Cleaners	HIL050318	Hildreth Site Mops/Towels	224.00
Double D Cleaners	HIL060718	Hildreth Site Mops/Towels	91.50
Double D Cleaners	HILJ030118	Mops/Towels Cleaning	121.00
Double D Cleaners	HILJ073118	Hildreth Site Towels/Mops	34.25
Double D Cleaners	HILJ083118	Hildreth Site Mops/Towels	114.00
Double D Cleaners	HILJ090618	Hildreth Site Towels/Mops	91.25
Double D Cleaners	WIL040518	Wilcox Site Towels/Mops	145.00
Double D Cleaners	WIL050318	Wilcox Site Towels/Mops	165.50
Double D Cleaners	WIL060718	Wilcox Mops/Towels	49.25
Double D Cleaners	WILBAND0818	Band Uniforms Cleaning	508.50
Double D Cleaners	WILJ030118	Wilcox Site Towels/Mops/Rugs	181.15
Double D Cleaners	WILJ073118	Wilcox Site Mops/Towels	53.55
Double D Cleaners	WILJ080218	Wilcox Site Mops/Towels	128.00
Double D Cleaners	WILJ090618	Wilcox Site Towels/Mops	117.10
Total Double D Cleaners			2,122.20
Eakes Office Solutions	7630350-0	Carla Supplies	62.88
Eakes Office Solutions	7633785-0	Laminate Refill	94.19
Eakes Office Solutions	7636712-0	Rogene Office Supplies	243.43
Eakes Office Solutions	7636712-1	Envelopes	29.95
Eakes Office Solutions	7641352-0	Cleaning Pads-Alcohol	5.19
Eakes Office Solutions	7647751-0	Paper Punch & Stapler	77.68
Total Eakes Office Solutions			513.32
Educational Service Unit 9	Sept.Billing	Vision Services/Bertrand	1,017.50
Total Educational Service Unit 9			1,017.50
EduTyping	INV-0582	EduTyping License Renewal	799.20
Total EduTyping			799.20
Elwood Public School	11/30 Quiz Bowl Fee	Quiz Bowl Entry Fee 11/30/18	30.00
Elwood Public School	11/30/ Quiz Bowl Fee	Elem & JH Quiz Bowl Fee	60.00
Total Elwood Public School			90.00
ESU #11	3447	Oct. Media Charges	16.65
Total ESU #11			16.65
Franklin County Chronicle	27711	Test Drive Ad	46.80
Franklin County Chronicle	27730	Budget	222.30
Franklin County Chronicle	27731	Spec. Hearing Notice	290.70
Franklin County Chronicle	27732	BOE Meeting Notice	9.59
Franklin County Chronicle	27837	Tax Request Hearing	8.55
Franklin County Chronicle	27838	Budget Hearing Minutes	9.59
Franklin County Chronicle	27839	Minutes	83.17
Total Franklin County Chronicle			670.70
Franklin Public School	11/29 Quiz Bowl	11/29 Elem. Quiz Bowl Fee	25.00
Total Franklin Public School			25.00
Fritz's Market	Oct. Invoices	Oct. 2018 Invoices	229.69
Total Fritz's Market			229.69

Vendor Name	Invoice Number	Description	Amount
Frontier	3081880193-0002	Phone Bill - Hildreth Site	333.60
Total Frontier			333.60
Graphic Arts Shop	39565	Envelopes	208.00
Total Graphic Arts Shop			208.00
Great Plains Communications	Oct. Billi-0001	Oct Billing	391.14
Total Great Plains Communications			391.14
Harlan County Journal	3642	Budget Hearing	13.47
Harlan County Journal	3653	Test Drive Ad	31.50
Total Harlan County Journal			44.97
Hastings Museum	2nd Grade Field Trip	2nd Grade Field Trip	134.00
Total Hastings Museum			134.00
Holdrege Public School	11/14 Elem Quiz Bowl	11/14 Quiz Bowl - Elem.	25.00
Total Holdrege Public School			25.00
Houghton-Mifflin-Harcourt	954062263	Saxon Phonics & Spelling TE	245.42
Total Houghton-Mifflin-Harcourt			245.42
John Deere Financial	10562056	Rim & Wheel Center/Hildreth	67.73
Total John Deere Financial			67.73
JourneyEd.com, Inc.	10292006	Microsoft Office Education Software	1,078.00
Total JourneyEd.com, Inc.			1,078.00
Jw Pepper Of Minn	03587369	Silent Night	82.99
Jw Pepper Of Minn	03588642	Let It Snow Music	55.00
Total Jw Pepper Of Minn			137.99
Kat's Korner Market	GF Oct 2018 Invoices	FCS Expenses	59.16
Total Kat's Korner Market			59.16
Ken Meyers	BusPermit	Reimb. Bus Permit	55.50
Total Ken Meyers			55.50
KSB School Law	5365	Review Neg. Agree	990.00
Total KSB School Law			990.00
Latter Repair & Irrigation, Inc.	16926	Pump & Primer/Shop Supplies	189.51
Latter Repair & Irrigation, Inc.	16998	Switch	35.44
Total Latter Repair & Irrigation, Inc.			224.95
Lincoln Journal Star	118-00046373	Subscription	298.00
Lincoln Journal Star	HS Subscription	Library Subscription	374.21
Total Lincoln Journal Star			672.21
MailFinance	N7392047	Postage Machine/Lease Payment	474.37
Total MailFinance			474.37

Board Report - Board

Unposted; Batch Description General Fund - Nov. 2018; Fund Number 01

Vendor Name	Invoice Number	Description	Amount
Mary Martin	11/6 Supplies	Classroom Supplies	32.95
Total Mary Martin			32.95
Matheson Tri-Gas Inc	51377543	Oxygen & Acetylene	165.86
Total Matheson Tri-Gas Inc			165.86
Minden Courier	10/10 Salute to Fire	Salute To Fireman	20.00
Minden Courier	10/15 BOE Mtg	10/15 BOE Meeting Notice	7.53
Minden Courier	10/15 Minutes BOE	10/15 BOE Minutes	53.00
Minden Courier	11/19 BOE Meeting	11/19 BOE Meeting Notice	7.53
Total Minden Courier			88.06
NASB	INV-02154-B4D8V1	Patterson/Knaus New School Board Member	8.00
NASB	NewBoardMember	New Board Member Workshop Patterson/Knau	190.00
Total NASB			198.00
NCSA	57649	Patterson/School Safety & Security Summi	115.00
NCSA	57650	Dietz/School Safety & Security Summit	115.00
Total NCSA			230.00
Nebraska Central Equipment Inc	0159180-IN	Clutch/Fan Parts	554.33
Total Nebraska Central Equipment Inc			554.33
Nebraska Lock & Key	10163	Wilcox & Hildreth Site Repairs	202.00
Total Nebraska Lock & Key			202.00
Platte Valley Communications	091800462	Install Radio on Bus	318.87
Platte Valley Communications	101800143	Install New Camera on Bus	181.25
Total Platte Valley Communications			500.12
Presto-X Company	1082243	Monthly Pest Control	57.00
Presto-X Company	1341373-0001	Monthly Pest Control	57.00
Total Presto-X Company			114.00
Southern Valley Schools	11/20 Elem Quiz Bowl	11/20 Elem. Quiz Bowl Fee	25.00
Southern Valley Schools	3/25/19Quiz Bowl Fee	Quiz Bowl Fee 3/25/19	25.00
Total Southern Valley Schools			50.00
Supply Works	458465325	Custodial Supplies/Wilcox	135.95
Total Supply Works			135.95
Svoboda's True Value	C134504	Flexseal Spray	26.97
Svoboda's True Value	D165290	Screws/Nuts/Bolts	4.49
Svoboda's True Value	D165855	Filter	14.95
Svoboda's True Value	D166612	Wire Cloths	5.99
Svoboda's True Value	D167950	Closer Hvy Duty	29.98
Total Svoboda's True Value			82.38
Thompson Company (The)	2093714	Towels-Custodial Supplies	313.68
Total Thompson Company (The)			313.68

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Unposted; Batch Description General Fund - Nov. 2018; Fund Number 01

User ID: RLH

Vendor Name	Invoice Number	Description	Amount
Time Management Systems, Inc.	213151-0002	AOD Maintenance Contract	127.50
Total Time Management Systems, Inc.			127.50
Town & Country Service	12736	Parts	10.76
Town & Country Service	12875	Parts	7.80
Town & Country Service	12897	2018 Ford Transit	87.29
Town & Country Service	12945	Bluebird #3	585.02
Town & Country Service	13033	2014 Bluebird	313.75
Town & Country Service	13054	Bluebird Stubnose #3	228.50
Total Town & Country Service			1,233.12
Ultimate Fertilizer	19641	Fertilizer - Hildreth Site	838.00
Total Ultimate Fertilizer			838.00
Verizon Wireless	5051201671-0001	Cell Phone Bill	30.84
Total Verizon Wireless			30.84
Village Of Hildreth	Oct. Billi-0001	Hildreth Site Utilities	1,488.55
Total Village Of Hildreth			1,488.55
Village Of Wilcox	Oct. Billi-0001	Oct Utilities	4,280.87
Total Village Of Wilcox			4,280.87
Village Uniform	452053	Laundry/Mops	15.30
Village Uniform	452060	Mops-Cleaning/Laundering	22.25
Village Uniform	452608	Mops/Towels Cleaning Service	17.20
Village Uniform	452609	Mops	8.50
Total Village Uniform			63.25
VISA	DietzCC Charges	Dietz Sept. CC Charges	15.72
VISA	Hinrichs Sept. Cc Ch	Hinrichs CC Sept Charges	1,383.33
VISA	Patterson/CC Oct Cha	Patterson Sept. CC Charges	373.24
Total VISA			1,772.29
Weathercraft	7075	Roof Repairs - Leaks	1,357.20
Total Weathercraft			1,357.20
Wilcox-Hildreth Clearing Acct	Sept/Oct 2018 Claims	Sept/Oct 2018 Claims	597.86
Total Wilcox-Hildreth Clearing Acct			597.86
Wilkins Architecture Design Planning LLC	3328	Architecture Facilities Study	11,288.39
Total Wilkins Architecture Design Planning LLC			11,288.39
Windstream	011650478 -0001	Superintendent Phone Line Hildreth	6.25
Total Windstream			6.25
Woodward's Disposal Seervice	NO8820-254-0002	Document Destruction	70.00
Total Woodward's Disposal Seervice			70.00
Wright, Rose Ann	SewBandTrousers	Sewing on Band Trousers	100.00
Total Wright, Rose Ann			100.00
Yanda's Music And Pro Audio	368212	Yamaha Stick Holders	36.00

Vendor Name		Invoice Number	Description	Amount
Total			Yanda's Music And Pro Audio	36.00
Fund Number		01		63,307.74
Checking Account ID		1		63,307.74

GENERAL FUND

Balance 10/1/2017	
County Receipts	\$292,056.60
Motor Vehicle Taxes	\$8,135.81
Local License Fees	
Interest Earned	\$5,630.84
Other Local Receipts	
County Fines & Licenses	\$812.21
Homestead Exemption	
Other County Sources	
High Ability Learners	\$3,663.00
State Aid	\$2,969.00
SPED Programs	
SPED Transportation	
State Apportionment	
Special Bldg	
Personal Prop. Tax Credit	
Property Tax Credit	
Pro Rata Motor Vehicles	\$690.83
In Lieu of Taxes	\$419.20
Title I	\$2,852.34
Title IIA	
IDEA Base	
IDEA Base Part B-2	
U.S. Fish & Wildlife	
Misc Receipts	
Grant	\$8,000.00
Reap Grant	
Medicaid Reimb	
Distance Learning	\$958.33
Lunch Tax/Retire	\$3,166.00
URM Service Fee	<u>\$1,379.65</u>
TOTAL RECEIPTS	\$330,733.81
Instructional Services	\$144,492.41
SPED Service	\$26,066.23
Student Support Service	\$9,136.30
Support Services - Staff	\$13,333.50
Board of Education	\$2,412.68
Executive Administration	\$10,969.72
Principal	\$24,964.53
Business	\$10,713.62
Operation-Maintenance	\$42,984.95
Regular Transportation	\$18,771.90
SPED Transportation	
Community Service	\$569.77
Title I	\$5,927.07
Lunch Fund Expenses	\$3,166.00
State Categorical Programs	
IDEA (4400)	
Transfers	\$8,730.24
Distance Education	\$234.93
URM	\$1,379.65

TOTAL EXPENDITURES: \$323,853.50

Ending Balance 10/31/2017

\$3,752,696.22**\$3,759,576.53****ACCOUNT BALANCES:**

Depreciation	\$850,868.73
General	\$3,759,576.53
Lunch	\$86,160.77
ADA	\$527.91
Building (Hildreth)	Closed-Moved to Sp. Bldg.
Employee Benefit	\$5,870.40
HS Activity	\$350,318.18
MS Activity (Closed)	Closed-Moved to HS Activity
Gen Fund Clearing	\$4,489.60
MS Clearing	Closed-Moved to HS Clearing
Student Fee	\$4,491.14
URM Fund	\$23,974.43
Falcon Team Account	\$1,034.45
Special Building Fund	<u>\$257,216.27</u>
Total Funds	<u>\$5,344,528.41</u>

DEPRECIATION FUND BREAKDOWN:

Charter Reimb	\$122,123.38
Transportation	\$149,531.48
Building	\$412,750.97
Track	\$83,223.69
Interest	\$33,239.21
Computer Hardware	\$50,000.00
TCD	\$20,000.00

Total: \$870,868.73**GENERAL FUND BANK RECONCILIATION:**

Bank Balance as of 10/31/2017	\$3,796,585.14
Outstanding Checks:	<u>\$37,008.61</u>
Ending Balance:	\$3,759,576.53

Report Date 10/31/17

GENERAL FUND

10/1/18	
County Receipts	\$903,838.94
Motor Vehicle Taxes	\$14,240.37
Local License Fees	
Interest Earned	\$8,594.51
Other Local Receipts	
County Fines & Licenses	\$1,698.76
Homestead Exemption	
Other County Sources	
High Ability Learners	\$3,500.00
State Aid	\$2,914.00
SPED Programs	
SPED Transportation	
State Apportionment	
Pers. Prop Tax Credit	
Property Tax Relief	
Pro Rata Motor Vehicles	\$634.71
In Lieu of Taxes	\$575.91
Tax Credit	
Title I	
Title IIA	
IDEA Base	
IDEA Base Part B-2	
Misc Receipts	\$374.06
Grant	
Distance Learning	\$1,583.33
FEMA	\$3,800.40
U.S. Fish & Wildlife	
Lunch Tax/Retire	\$5,550.90
URM Service Fee	
TOTAL RECEIPTS	\$947,305.89

Instructional Services	\$151,554.01
SPED Service	\$31,618.83
Student Support Service	\$10,036.12
Support Services - Staff	\$17,438.26
Board of Education	\$581.39
Executive Administrator	\$12,135.14
Principal	\$19,930.73
Business	\$9,546.01
Operation-Maintenance	\$35,457.13
Regular Transportation	\$19,251.75
SPED Transportation	
Community Service	
Title I	\$10,877.06
Lunch Fund Expenses	\$2,904.70
State Categorical Progra	\$180.00
Title IIA	
HAL/Distance Learning	\$51.28
Building Acquisition	
URM	
Non-Program Expend.	
TOTAL EXPENDITURE	\$321,562.41
Ending Balance 9/30/2018	

\$2,889,290.75**\$3,515,034.23****ACCOUNT BALANCES:**

Depreciation	\$1,028,813.89
General	\$3,515,034.23
Lunch	\$112,201.27
ADA	\$527.91
Building (Hildreth)	Closed-Moved to Sp. Bldg.
Employee Benefit	\$5,985.50
HS Activity	\$368,710.33
MS Activity (Closed)	\$0.00
Gen Fund Clearing	\$4,780.76
MS Clearing	Closed-Moved to HS Clearing
Student Fee	\$5,682.22
URM Fund	
Falcon Team Account	\$1,034.45
Special Building Fund	\$429,060.03
<u>Total Funds</u>	<u>\$5,471,830.59</u>

DEPRECIATION FUND BREAKDOWN:

Charter Reimb	\$122,123.38
Transportation	\$181,394.48
Building	\$508,478.08
Track	\$83,223.69
Interest	\$49,912.31
Computer Hardware	\$83,681.95
TCD	\$20,000.00

Total: \$1,048,813.89**GENERAL FUND BANK RECONCILIATION:**

Bank Balance as of 10/31/201	\$3,554,251.56
Outstanding Checks:	\$39,217.33
Ending Balance:	\$3,515,034.23

Report Date 10/31/2018

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q
1	Monthly Category Expenses:																
2			Bdgt 18-19	Sept Exp	Oct Exp	Nov Exp	Dec Exp	Jan Exp	Feb Exp	Mar Exp	Apr Exp	May Exp	June Exp	July Exp	Aug Exp	Total	Balance
3	1100's	Instruction	\$2,271,850	\$146,455	\$151,105	\$155,699										\$453,259	\$1,818,591
4	1200's	SPED	\$448,400	\$28,414	\$31,619	\$37,541										\$97,574	\$350,826
5	2100's	Sup Ser Pupils	\$368,400	\$32,027	\$10,036	\$11,897										\$53,960	\$314,440
6	2200's	Sup Ser Staff	\$351,000	\$21,760	\$17,438	\$14,964										\$54,162	\$296,838
7	2310's	Board	\$59,100	\$1,144	\$581	\$8,132										\$9,857	\$49,243
8	2320's	Exec Admin	\$173,900	\$12,154	\$12,135	\$12,241										\$36,531	\$137,369
9	2400's	Principal	\$271,600	\$20,703	\$19,931	\$20,759										\$61,392	\$210,208
10	2500's	Super/Business	\$178,400	\$10,458	\$9,546	\$7,991										\$27,995	\$150,405
11	2600's	Main & Oper	\$747,950	\$41,340	\$35,457	\$49,974										\$126,772	\$621,178
12	2700's	Reg Trans	\$350,600	\$30,976	\$19,252	\$24,647										\$74,875	\$275,726
13	2760's	SPED Trans	\$2,600	\$0	\$0	\$0										\$0	\$2,600
14	3000's	HAL & Community	\$40,000	\$2,058	\$51	\$1,391										\$3,500	\$36,500
15	3500's	State Categorical	\$18,000	\$226	\$0											\$226	\$17,774
16	4500's	Building Acquisition															
17	6000's	Federal	\$157,200	\$11,016	\$11,057	\$8,696										\$30,769	\$126,431
18	1300's	Summer School	\$4,000														\$4,000
19	8000's	Transfers	\$55,000														\$55,000
20	9000's	Non-Program															
21																	
22	Total		\$5,498,000	\$358,731	\$318,209	\$353,931											
23																	
24	Total Monthly Expenses:																
25	General		\$4,867,800	\$319,075	\$275,533	\$307,694	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$902,302	\$3,965,498
26	SPED		\$451,000	\$28,414	\$31,619	\$37,541	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$97,574	\$353,426
27	Federal		\$157,200	\$11,016	\$11,057	\$8,696	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$30,769	\$126,431
28	Total		\$5,476,000	\$358,505	\$318,209	\$353,931	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,030,644	\$4,445,356
29																	
30	Total Yearly Expenses:																
31	General		\$4,812,800	\$319,075	\$594,608	\$902,302	\$902,302	\$902,302	\$902,302	\$902,302	\$902,302	\$902,302	\$902,302	\$902,302	\$902,302	\$902,302	\$3,910,498
32	SPED		\$451,000	\$28,414	\$60,033	\$97,574	\$97,574	\$97,574	\$97,574	\$97,574	\$97,574	\$97,574	\$97,574	\$97,574	\$97,574	\$97,574	\$353,426
33	Federal		\$157,200	\$11,016	\$22,073	\$30,769	\$30,769	\$30,769	\$30,769	\$30,769	\$30,769	\$30,769	\$30,769	\$30,769	\$30,769	\$30,769	\$126,431
34	Total		\$5,421,000	\$358,505	\$676,714	\$1,030,644	\$1,030,644	\$1,030,644	\$1,030,644	\$1,030,644	\$1,030,644	\$1,030,644	\$1,030,644	\$1,030,644	\$1,030,644	\$1,030,644	\$4,390,356
35																	
36	Total Unencumbered:																
37	General		\$4,867,800	\$4,548,725	\$4,273,192	\$3,965,498	\$3,965,498	\$3,965,498	\$3,965,498	\$3,965,498	\$3,965,498	\$3,965,498	\$3,965,498	\$3,965,498	\$3,965,498		
38	SPED		\$451,000	\$422,586	\$390,967	\$353,426	\$353,426	\$353,426	\$353,426	\$353,426	\$353,426	\$353,426	\$353,426	\$353,426	\$353,426		
39	Federal		\$157,200	\$146,184	\$135,127	\$126,431	\$126,431	\$126,431	\$126,431	\$126,431	\$126,431	\$126,431	\$126,431	\$126,431	\$126,431		
40	Total		\$5,476,000	\$5,117,495	\$4,799,286	\$4,445,356	\$4,445,356	\$4,445,356	\$4,445,356	\$4,445,356	\$4,445,356	\$4,445,356	\$4,445,356	\$4,445,356	\$4,445,356		
41																	
42	Gen Budget Avg Spend Down			\$4,462,312	\$4,056,338	\$3,650,850	\$3,244,875	\$2,839,388	\$2,433,900	\$2,028,412	\$1,622,438	\$1,216,950	\$811,462	\$405,488	\$0		
43	Total Budget Avg Spend Down			\$5,040,017	\$4,581,483	\$4,123,500	\$3,664,967	\$3,206,983	\$2,749,000	\$2,291,017	\$1,832,483	\$1,374,500	\$916,517	\$457,983	\$0		

5002

Admission of Students

Students shall be admitted to the school district who are:

- legal residents of the school district or otherwise entitled by Nebraska law to attend the schools of the district tuition-free;
- approved for option enrollment pursuant to policy;
- approved as foreign exchange students pursuant to policy;
- legal residents of a district that has contracted with this district for their educational services;
- statutorily entitled to attend the schools of the district on a part-time basis pursuant to policy; or
- out-of-state students who have been enrolled pursuant to policy.

Students who have been placed in a foster home within the school district are not residents of the district and will not be permitted to enroll unless the district has received a written determination from the Nebraska Department of Health and Human Services that it is in the best interests of the student not to attend his or her district of residence.

Except in adult education classes or when otherwise required by law, no student who is of 21 years of age or older, or who has earned a high school diploma or its equivalent will be allowed to be enrolled in or continue to attend school in the district.

Students who seek to enroll in the district must comply with each board policy, state statute and regulation that applies to their situation. Grade level placement will be determined in accordance with district policy.

Adopted on: _____

Revised on: _____

Reviewed on: _____

5003

Admission of Part-Time Students

A student may be permitted to enroll on a part-time basis pursuant to this policy and applicable curricular practices when enrollment is appropriate for reasons that include but are not limited to the following: the student attends another education institution on a part-time basis; is enrolled for a limited number of credit hours needed to graduate; has a modified schedule because of a disability or as part of an individualized education plan; or is a student who resides in the school district but attends a private, denominational, or parochial school or a school that elects not to meet accreditation or approval requirements (referred to herein as an exempt school student or an exempt school, respectively).

Application for Enrollment. The parent or guardian of an exempt school student who is of appropriate age to attend school, resides in the school district, has not graduated from high school, and has not received a graduate equivalency diploma must meet all of the district's admission requirements and file an application for enrollment on forms provided by the school district. For students who move into the district mid-semester, the application must be filed within 20 days of moving into the district. The administration shall review the application, determine whether to approve or deny it, notify the parent or guardian, and schedule enrollment at an educationally appropriate time in the building or attendance center of the administration's choice. Enrollment does not carry over from one school year to the next, and the parent or guardian of an exempt school student must apply for enrollment each school year.

Limitations Based on Resources. The enrollment of exempt school students is subject to limitations established by the district for grades, classes, courses, and programs based on the limited resources available to the school district. Full-time students shall be given priority for enrollment in grades, classes, courses, and programs.

Placement of Students. Exempt school students shall be placed in courses for which they have adequate preparation and which are determined to be educationally appropriate based on criteria that include, but are not limited to the student's age, achievement test scores, academic record, evaluation by school personnel and any other standards used by the district for the placement of students.

Grades and Academic Honors. Exempt school students shall receive grades, report cards, and transcripts, but shall not be eligible to graduate, receive a diploma or qualify for class ranking unless they meet all district

requirements for such including earning a sufficient number of credit hours and semesters of attendance.

Applicability of School Rules. Exempt school students are subject to all rules and standards of the board of education and administration as set forth in policy, handbooks or other communications, as well as the rules and directives of the building administration and teaching personnel. They must remain on the school campus during scheduled classes but must leave the school campus when not engaged in a course or course-related activity unless the course or course-activity requires their presence or the building principal approves their presence. Students who violate school policies, rules, or directives shall be subject to disciplinary procedures up to and including suspension and expulsion.

Extracurricular Sports and Activities. Students who are enrolled in a private, denominational or parochial school may not participate in extracurricular sports and activities sponsored by the public school district if they participate in extracurricular sports and activities offered by the private, denominational or parochial school. Exempt school students may participate in extracurricular sports and activities if they are enrolled in at least 10 credit hours per semester. Exempt school students who are not enrolled in at least 10-credit hours may not participate in extracurricular sports and activities. All part-time students must meet all other eligibility requirements set by the board, administration and coach/sponsor prior to participating in the sport or activity.

Exempt school students who transfer into the district will be considered a transfer student and shall be ineligible for varsity competition for ninety school days unless the home school is located in the same school district as the high school to which the student is transferring.

The school district will determine whether credits awarded to exempt transfer students will be accepted for the purpose of eligibility for extracurricular sports and activities pursuant to the board's policy on Grade Placement and Academic Credits of Transfer Students.

Transportation. Part-time school students are not entitled to transportation or reimbursement for transportation by virtue of their status as part-time students.

Option Enrollment. Students may not enroll on a part-time basis pursuant to the school's option enrollment program.

Adopted on: _____

Revised on: _____
Reviewed on: _____

5004

Option Enrollment

The board of education supports the concept embodied in the Enrollment Option Program that parents and legal guardians have the primary responsibility for insuring that their children receive the best education possible. Accordingly, the school district will participate in the option enrollment program and receive option students as provided herein.

1. Definitions

- a. Option Student Defined.** Option student shall mean a nonresident student who has chosen to attend the school district under the provisions of the option enrollment program.
- b. Resident School District Defined.** Resident school district shall mean the school district in which a student resides or in which the student is admitted as a resident of the school district pursuant to state law.
- c. Option School District Defined.** Option school district shall mean the school district that a student chooses to attend other than his or her resident school district.

2. Persons Entitled to Apply for Option Enrollment of Students.

Only parents and legal guardians may apply for option enrollment of students. Applications filed by foster parents and adults acting *in loco parentis* are not authorized and will be automatically denied.

3. Duties, Entitlements and Rights of Option Students.

Except as otherwise provided herein, once an option student's option enrollment application has been accepted he/she shall be treated as a resident student of the school district.

4. Standards for Acceptance or Rejection of Option Students.

- a. Numeric Capacity.** The board of education may set the numeric capacity of programs, classes, grade levels, or school buildings by operation of this policy or through freestanding action by the board. Numeric Capacity will be determined based upon available staff, facilities, projected enrollment of resident students, projected number of students with which the option school district will contract based on existing contractual arrangements, and availability of appropriate special education

programs. Individuals seeking information about the numeric capacity set by the board may contact the superintendent for a copy of that resolution.

- b. Programmatic Capacity.** In addition to the numeric capacity standards referred to above, the board may, by resolution, declare a program, a class, or a school unavailable to option students due to lack of capacity. Individuals seeking information about the programs that have been declared to be unavailable due to lack of capacity may contact the superintendent for a copy of the board's resolution.
- c. Other Standards for Acceptance or Rejection of Option Enrollment Applications.** In addition to the numeric and programmatic capacity standards outlined above, the school district shall not accept an option student when acceptance of the student:

 - i. Would increase the operating costs of the school district, such as by requiring the hiring of new staff or contracting with outside entities to provide services to the student;
 - ii. Would require the procurement of new equipment, technology, or furnishings;
 - iii. Would cause or require the rearrangement of caseloads for staff and contracted professionals;
 - iv. Is reasonably deemed by appropriate school staff to pose a potential risk to the health or safety of students or staff;
 - v. May pose a risk of adversely affecting the quality of educational services being provided to resident students, as determined by appropriate school staff.
- d.** The school district shall accept an option student with a disability only to the extent that the school district's then current staff and facilities are sufficient to accommodate the student's needs without significantly increasing the operating costs of the school district, such as by requiring the hiring of new staff.
- e.** The school district shall not base the decision to accept or reject an option student on the student's previous academic achievement, athletic or other extracurricular ability, disabling condition(s), proficiency in the English language, or previous disciplinary proceedings.

- f. If there are more option student applicants for any program, class, grade level or school building than can be accepted into such program, class, grade level or school building, applicants shall be accepted in the following order:
 - i. students with brothers or sisters attending the school district, either as resident students or as option students, shall be granted first priority;
 - ii. thereafter, option students shall be accepted into such program, class, grade level or school building in the order in which written applications were received by the school district.
5. **False or Misleading Option Applications.** If, prior to the student's attendance as an option student, the school district discovers that a previously accepted option application contained false or substantively misleading information, the option application will be rejected.
6. **Academic Credits and Graduation.** The school district shall accept credits toward graduation that were awarded by another school district, and shall award a diploma to an option student if the student meets the graduation requirements of the school district.
7. **Information Regarding Schools, Programs, Policies and Procedures.** The school district, its officers and employees, shall make information about the school district and its schools, programs, policies and procedures available to all interested people.
8. **Procedure for Students Optioning Into or Out of the School District.**
 - a. The parent or legal guardian of any student desiring to option into or out of the school district shall submit a proper and timely application to the board of education and the other affected school district for enrollment during the following and subsequent school years. Any application requiring the approval of the school district shall be deemed submitted when the application is actually received in the school district's business office.
 - b. On or before April 1st, the school district shall notify the parent or legal guardian of any student who has submitted an

application to option into the school district and the resident school district, in writing, whether the application is accepted or rejected. If an application is rejected, the reason for such rejection shall be stated in the notification. This written notice shall be sent via certified mail to the address listed on the option application.

9. Late Applications and Requests for Release

a. The board of education may refuse a request of a student seeking to option out of the school district when the option application is submitted after March 15th under the following conditions:

- i. When the district has already entered into contracts with teaching staff for the following school year;
- ii. When the district has already contracted for the performance of specific services for the student;
- iii. When the release of the student would have a negative financial impact or loss of revenue for the district.

b. The board of education will approve late applications to option into the district under the following conditions:

- i. When the resident district has released the student;
- ii. When the student's late enrollment into the district meets the standards for acceptance or rejection of option students contained elsewhere in this policy;

OR

b. The board of education will deny all applications to option into the district that are received by the district after March 15 of the school year prior to the student's requested enrollment.

c. The superintendent will notify parents or guardians who have submitted properly completed option applications after March 15th no later than 60 days following submission of the application of the board's acceptance or rejection of the application.

10. Students Who Do Not Need a Release from the Resident District

- a.** A student does not need to be released from his/her resident district under the following circumstances:
 - i. When the student has relocated to a different resident school district after February 1
 - ii. When a student's option school district merges with another district effective after February 1
- b.** The school district shall accept or reject an application from a student under this paragraph using the criteria set forth in this policy and will accept or reject the application within forty-five days.

11. Cancellation of Option.

Students who option either into or out of the school district shall:

- a.** Attend the option school district until graduation or relocation/re-option in a different resident school district unless the student chooses to return to the resident school district, in which case the student's parent or legal guardian shall timely submit a cancellation form to the school board or board of education of the option school district and the resident school district for approval for the following year.
- b.** Attend an option school district for not less than one school year unless the student relocates to a different resident school district, completes requirements for graduation prior to the end of the school year, transfers to a parochial or private school, or upon mutual agreement of the resident and option school districts cancels the enrollment option and returns to the resident school district.

12. Authority of Superintendent.

The board of education authorizes the superintendent of schools to make decisions on its behalf pursuant to and to apply the criteria articulated by this policy in determining whether to grant or deny option enrollment applications.

Adopted on: _____

Revised on: _____

Reviewed on: _____

5005
Transportation of Option Students

The board of education provides transportation to option students only if (a) the option student lives on an existing bus route or (b) the option student makes arrangements to be picked up and dropped off at preexisting stops along an existing bus route. The district does not provide mileage reimbursement for option-enrolled students unless otherwise required by law.

Adopted on: _____

Revised on: _____

Reviewed on: _____

5006

Foreign Exchange Students

The school district may accept a foreign exchange student on a non-tuition basis if the student is sponsored by an organized exchange program that is acceptable to the board of education, approved for enrollment, and resides with a host family that lives within district boundaries.

A foreign student is not entitled to tuition-free schooling in the school district merely because he or she resides with a family within the district. The host family and/or sponsoring exchange program must file an application with the administration to enroll the student. In reviewing the application, the administration will consider the following factors:

- whether the student possesses a sufficient command of the English language;
- whether an appropriate program is available;
- whether the student meets the general admission requirements for the school; and
- such other factors as are relevant to the admission of the student.

Foreign exchange students who are accepted and enrolled will be subject to all policies and regulations governing the conduct and behavior of resident students.

Adopted on: _____

Revised on: _____

Reviewed on: _____

5007
Enrollment of Expelled Students

The administration shall not enroll any student during the term of any known expulsion of the student from any public school in any state unless the board of education has approved the enrollment by a vote of a majority of the members of the board. The district shall not enroll any student during the known term of any expulsion of the student from a private school for an offense for which expulsion is authorized for a public school student unless the board has approved the enrollment by a vote of a majority of the members of the board. This policy does not require the board to take a vote on the enrollment application of any such student.

Adopted on: _____

Revised on: _____

Reviewed on: _____

5008

Pregnant or Parenting Students

Students who are pregnant or parenting are encouraged to continue participating in the district's educational and extracurricular programs.

I. Accommodations Regarding Attendance and Participation

A. Generally

Students who anticipate deviations from their regular school experience or accrue absences due to pregnancy or parenting should notify their building principal as early as possible to discuss their educational programming. The building principal will work with the student to develop a plan to assist the student in participating in district curriculum and extra-curricular activities. Such a plan may include:

1. If the student cannot regularly attend classes, the provision of online courses;
2. The arrangement of meeting times with teachers;
3. If the student has not identified appropriate childcare, the identification of child care providers that meet statutory requirements for quality and care; and
4. All other curricular adjustments, modifications, and means of supplementing classroom attendance deemed appropriate by the school administrators including, but not limited to, modification of attendance policies.

B. Students with Disabilities

For students with disabilities who have an IEP or Section 504 plan, the administrators, student's parents or guardians, and student if appropriate will collaborate with the student's educational team to coordinate accommodations consistent with state and federal law. As permitted by law, students may be entitled to accommodations as a result of pregnancy.

II. Accommodations Regarding Lactation and Breastfeeding

A. Accommodations

1. In order to accommodate lactating and breastfeeding students, the district will provide reasonable opportunities to express breast milk or breastfeed in a place, other than a bathroom, which is shielded from view and free from intrusion from district students, employees, and the public.
2. Students who wish or need to express breast milk on a regular schedule will work with school administrators to create a schedule which accommodates the student's needs while facilitating education to the maximum extent possible.
3. The district will provide a location for students to store expressed breast milk in or near the location designated for students to express milk to create the least amount of disruption to the student's participation in class or activities.

B. Educational Process

In order to prevent interference with the educational process, no student shall express breast milk within school classrooms or buses. Nothing in this policy limits the authority of the administration to impose consequences consistent with the Student Discipline Act and other state and federal law.

Adopted on: _____

Revised on: _____

Reviewed on: _____

5010

Immunizations

1. General Rule

- a. Each student wishing to enroll in the school district must be immunized as required by state law and the rules and regulations promulgated by the Nebraska Department of Health and Human Services in effect at the time of the student's enrollment.
- b. The district is not responsible for the cost of such immunizations.
- c. Any student who does not comply with this policy shall not be permitted to continue attending school.
- d. The building principal shall be responsible for maintaining immunization records for the students enrolled in his/her building and shall share that information with the school's threat assessment and crisis teams as appropriate.

2. Exceptions

- a. Provisional Enrollment

Students who meet the statutory requirements for provisional enrollment may be allowed to attend school for sixty days without the necessary immunizations.

- b. Immunization shall not be required if the student's parent or guardian submits one of the following to the superintendent of schools:
 - i. A statement signed by a medical professional stating that the required immunization would be injurious to the health and well-being of the student or any member of the student's household; or
 - ii. An affidavit signed by the student or a legally authorized representative of the student, stating that the immunization conflicts with the student's sincerely held religious beliefs.

- c. Students who are excepted from the immunization requirement may be excluded from school in the event of an outbreak of any contagious disease in the school population.

Adopted on: _____

Revised on: _____

Reviewed on: _____

5011
Physical Examination and Visual Evaluation of Students

I. Physical Examination

The following students shall provide evidence of a physical examination by a qualified health care provider:

- all incoming students in the beginner grade;
- students in seventh grade; and
- all out-of-state transfer students.

Evidence of a physical examination must be dated no more than six months prior to entrance

II. Visual Evaluation for Students

The following students shall provide evidence of a vision evaluation by a qualified vision health care provider:

- all incoming students in the beginner grade and
- all out-of-state transfer students

The health care provider must test the student for amblyopia, strabismus and internal and external eye health, with testing sufficient to determine visual acuity. Evidence of a visual evaluation must be dated no more than six months prior to entrance.

Parents or guardians who wish to receive information regarding free or reduced-cost visual evaluations may contact Kids Connection at (877)-NEB-KIDS or the Nebraska Optometric Association at (800) 766-4466.

III. Objection to Examination

Any parent(s) or guardian(s) who object to a physical and/or vision examination and evaluation must submit a signed and dated refusal form to the school.

Adopted on: _____

Revised on: _____

Reviewed on: _____

5012

Testing and Assessment Program

I. Basic Testing and Assessment Program

The school district will use a basic testing and assessment program to evaluate the outcome of the educational program and to provide information needed in working with individuals. The program will be supplemented by such individual and supplementary tests as the needs of the educational program and the district indicate. The superintendent and designees will coordinate the program from Kindergarten through twelfth grade to provide continuity. Teachers are prohibited from engaging in any behavior that adversely affects the validity of test scores as a measure of student achievement. Teachers should consult with relevant board policies and district protocols assessment administration and security.

II. Use and Dissemination of Test Results

The superintendent of schools or principal shall provide an annual written report consisting of the results of the district's performance program including but not limited to: standardized norm-referenced assessments, criterion-referenced assessments, student performance, school system demographics, financial information, a follow-up study of graduates, and a learning climate survey. This report shall be made available to all patrons of the district. Building level results will be reported only to appropriate staff for review and goal setting.

This report shall not include any individual test scores or assessment, but individual student test scores or assessment results will be reported to the student's parents or legal guardian(s).

A comprehensive evaluation of the district shall be conducted at least once every five years using instruments and guides approved by the Department of Education.

Adopted on: _____

Revised on: _____

Reviewed on: _____

5014

Homeless Students

- 1. General Policy.** The District will provide tuition free education for homeless children and youth who are in the district and accord them the educational rights and legal protections provided by state and federal law. Homeless children and youth shall not be stigmatized or segregated on the basis of their status as homeless and shall have access to the same services offered to other students. It is the intent of this policy to remove barriers to the enrollment and retention of homeless children and youth in the District.

- 2. Homeless Liaison.** The District's homeless liaison is the building administration and/or the guidance counselor. Students in homeless situations who require assistance should contact the liaison at (308) 478-5265 or in person at 404 East Sapp Street, Wilcox, NE. The liaison's responsibilities include:
 - a. Ensuring homeless children and youth are identified through coordination with the Nebraska Department of Education, community groups, and other school personnel;
 - b. Receiving training regarding state and federal law governing homeless children and youth;
 - c. Ensuring homeless children and youth and their families are referred to appropriate health care, housing, and other relevant service providers and programs available in the community;
 - d. Assisting other District personnel to work with homeless children and youth and their families on regular attendance, participation in programs and activities of the District, and completing academic work to meet academic standards of the District;
 - e. Assisting homeless children and youth and working with other District employees to prepare for and improve college readiness, including assistance with applications, selection, financial aid, and status verification for purposes of the Free Application for Federal Student Aid; and
 - f. Carrying out other aspects of this policy.

- 3. Definitions**
 - a. "Homeless children and youth" means individuals who lack a fixed, regular, and adequate nighttime residence and includes:

- i. Children and youths who are sharing the housing of other persons due to loss of housing, economic hardship, or a similar reason; are living in motels, hotels, trailer parks, or camping grounds due to the lack of alternative accommodations; are living in emergency or transitional shelters; or are abandoned in hospitals;
 - ii. Children and youths who have a primary nighttime residence that is a public or private place not designed for or ordinarily used as a regular sleeping accommodation for human beings;
 - iii. Children and youths who are living in cars, parks, public spaces, abandoned buildings, substandard housing, bus or train stations, or similar settings; and
 - iv. Migratory children who qualify as homeless for the purposes of this subtitle because the children are living in circumstances described in clauses (i) through (iii).
- b. The term "homeless" or "homeless individual" does not include any individual imprisoned or otherwise detained by an act of Congress or by state law.
- c. "Child" and "youth" refers to persons who, if they were children of residents of the District, would be entitled to a free education.
- d. The term "unaccompanied youth" shall mean a homeless child or youth not in the physical custody of a parent or guardian.
- e. "School of origin" means the school that the child or youth attended when permanently housed, or the school in which the child or youth was last enrolled.

4. School Stability and Enrollment. Generally, the District presumes that keeping a homeless child or youth in their school of origin is in the child's best interest unless it is contrary to a request of the child's parent, guardian, or in the case of an unaccompanied youth, the youth. The District will also consider factors including, but not limited to: the impact of mobility on achievement, education, health, and safety of the child.

5. Strategies to Address Enrollment Delays. In order to address enrollment delays resulting from homelessness, the school district shall immediately enroll homeless students even if they are unable to produce

records normally required for enrollment such as immunization and medical records, residency documents, birth certificates, school records, or other documentation, or guardianship documents. The school district shall immediately contact the school last attended by the student to obtain academic and other records. The school district's homeless liaison shall assist in obtaining necessary immunizations, or immunization or medical records.

6. Transportation. Transportation shall be provided to homeless students to the extent required by law and comparable to that provided to students who are not homeless. At the request of the parent or guardian (or in the case of an unaccompanied youth, the liaison), transportation shall be provided to and from the school of origin as follows:

- a. If the homeless child or youth continues to live in the area served by the school district, the child's or youth's transportation to and from the school of origin shall be provided or arranged by the school district.
- b. If the homeless child's or youth's living arrangements in the area served by the school district terminate and the child or youth, though continuing his or her education in the school district, begins living in an area served by another school district, the school district and the new school district in which the homeless child or youth is living shall negotiate to agree upon a method to apportion the responsibility and costs for providing the child with transportation to and from the school district. If the districts are unable to agree, the responsibility and cost for transportation shall be shared equally.

7. Records. The District will maintain and respond to requests for enrollment records for homeless children or youth consistent with its record policies and state and federal record laws. Any information about a homeless child's or youth's living situation shall be treated as a confidential education record and shall not be deemed directory information.

8. Dispute Process. If a dispute arises over school selection or enrollment in a school:

- a. The child or youth shall be admitted immediately to the school in which enrollment is sought, pending resolution of the dispute;

- b. The child, youth, parent, or guardian shall be referred to the district's homeless liaison who shall carry out the dispute resolution process within (30) thirty calendar days after receiving notice of the dispute;
- c. The parent or guardian of the child or youth or, in the case of an unaccompanied youth, the youth, shall be provided with a written explanation of the school's decision regarding school selection or enrollment, including the rights of the parent, guardian, or unaccompanied youth to appeal the decision within (30) thirty calendar days of the time such complaint or dispute is brought.
- d. In the case of an unaccompanied youth, the homeless liaison shall ensure that the youth is immediately enrolled in the school in which enrollment is sought pending resolution of the dispute.

9. **Appeal Process**

- a. **Nebraska Department of Education.** If the Complainant is not satisfied with the written decision of the District after the dispute resolution process, the Complainant may appeal the decision of the District to the Commissioner of the Nebraska Department of Education within (30) thirty calendar days of receipt of the decision from the District, pursuant to Nebraska Department of Education Rule 19.
- b. **State Board of Education.** If the Complainant is not satisfied with the decision of the Commissioner, the Complainant may file a Petition with the State Board of Education within (30) thirty calendar days of the receipt of the decision of the Commissioner pursuant to Nebraska Department of Education Rule 19.

Adopted on: _____

Reviewed on: _____

Revised on: _____

5015
Protection of Pupil Rights

The Board of Education respects the rights of parents and their children, and has adopted this policy in consultation with parents to comply with the federal Protection of Pupil Rights Amendment (PPRA).

1. Surveys

- a. Surveys Created by a Third Party
 - i. This section applies to every survey:
 - (1) that is created by a person or entity other than a district staff member or student;
 - (2) regardless of whether the student answering the questions can be identified; and
 - (3) regardless of the subject matter of the questions
 - ii. Parents have the right to inspect any survey created by a third party before that survey is distributed to their student.
- b. Surveys Requesting Particular Sensitive Information
 - i. Sensitive information shall include:
 - (1) Political affiliations or beliefs of the student or the student's parent(s);
 - (2) Mental or psychological problems of the student or the student's family;
 - (3) Sexual behavior or attitudes;
 - (4) Illegal, anti-social, self-incriminating, or demeaning behavior;
 - (5) Critical appraisals of other individuals with whom respondents have close family relationships;
 - (6) Legally recognized privileged or analogous relationships, such as those of lawyers; physicians, and ministers;
 - (7) Religious practices, affiliations, or beliefs of the student or student's parent(s); or
 - (8) Income (other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under such program), without prior written consent of the parent or eligible student.
 - ii. No student shall be required to submit to a survey, analysis, or evaluation that requests sensitive information.

- iii. If a survey requesting sensitive information is funded, in whole or in part, by a program administered by the U.S. Department of Education, the school district must obtain the written consent of a student's parent(s) before the student participates in the survey.
 - iv. School officials and staff members shall not request, nor disclose, the identity of any student who completes any survey (created by any person or entity, including the district) containing any sensitive information.
 - v. Parents have the right to inspect any survey which requests sensitive information before that survey is distributed to their student.
- c. **Survey Inspection Requests**
 - i. School officials shall inform parents of their right to inspect surveys requesting sensitive information before the surveys are distributed to any student.
 - ii. All survey inspection requests must be in writing to the building principal and delivered to the building principal prior to the date on which the survey is scheduled to be administered to the students.
 - iii. The principal shall respond to survey inspection requests without delay.

2. **Invasive Physical Examinations**

- a. The term "invasive physical examination" means:
 - i. any medical examination that involves the exposure of private body parts; or
 - ii. any act during such examination that includes incision, insertion, or injection into the body; and
 - iii. does not include a hearing, vision, or scoliosis screening.
- b. Parents may refuse to allow their student to participate in any non-emergency, invasive physical examination or screening that is:
 - i. required as a condition of attendance;
 - ii. administered by the school and scheduled by the school in advance; and
 - iii. not necessary to protect the immediate health and safety of the student, or of other students.
- c. This policy does not apply to any physical examination or screening that:

- i. is permitted or required by an applicable state law, including physical examinations or screenings that are permitted without parental notification;
- ii. is administered to a student in accordance with the Individuals with Disabilities Education Act (20 U.S.C. §1400 *et seq.*)
- iii. is otherwise authorized by Board policy.

3. Collection of Personal Information from Students for Marketing

- a. The term “personal information” means individually identifiable information including:
 - i. student’s and parent(s)’ first and last name;
 - ii. home or other physical address;
 - iii. telephone number; and/or
 - iv. social security number.
- b. No school official or staff member shall administer or distribute to students a survey or other instrument for the purpose of collecting personal information for marketing or for selling that information.
- c. This policy does not apply to the collection, disclosure or use of personal information for the exclusive purpose of providing educational services to students, such as the following:
 - i. post-secondary education recruitment;
 - ii. military recruitment;
 - iii. tests and assessments to provide cognitive, evaluative, diagnostic or achievement information about students; and/or
 - iv. student recognition programs.

4. Inspection of Instructional Material

- a. Definition
 - i. The term “instructional materials” means instructional content that is provided to a student regardless of its format, printed or representational materials, audio-visual materials, and materials in electronic or digital formats (such as materials accessible through the Internet).
 - ii. The term does not include academic tests or academic assessments.
- b. Parents may inspect, upon their request, any instructional material used as part of their child’s education curriculum.

- c. Curriculum inspection requests must be made to the building principal in writing.
- d. Building principals shall respond to inspection requests within a reasonable amount of time.

5. Notification of Rights and Procedures

- a. The superintendent shall notify parents of:
 - i. this policy and its availability upon request from the office of the district;
 - ii. how to opt their child out of participation in activities as provided for in this policy;
 - iii. the approximate dates during the school year when a survey requesting personal information is scheduled or expected to be scheduled; and
 - iv. how to request access to any survey or other material described in this policy.
- b. This notification shall be given to parents as least annually, at the beginning of the school year and within a reasonable period after any substantive change in this policy.

Adopted on: _____

Revised on: _____

Reviewed on: _____

May try to have full day inservice
one day per month

Wilcox-Hildreth Public School
2019-2020
School Calendar

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

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

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

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

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

Total Student Days	178
Total Teacher Days	183
First Semester Days	88
Second Semester Days	90

Aug.	Fall sports practice begins
Aug. 9&12	Inservice
Aug: 13	School begins 11:30 dismiss

Sept. 2	NO SCHOOL - Labor Day
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Oct. 7	ESU 11 Inservice-no school
Oct. 15	1st quarter ends (45 days)
Oct. 24	P/T Conf 2:00-8:00 1:00 dismiss
Oct. 25	NO SCHOOL Fall Break

Nov. 20-22	NO SCHOOL - Thanksgiving break
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Dec. 20	Early dismiss 11:30
Dec. 20	End of first semester (42/87 days)
Dec. 23-Jan. 6 CHRISTMAS BREAK	

Jan. 3	Inservice
Jan. 7	School Begins

	No spring conferences
Feb. 7	NO SCHOOL

Mar. 12-13	NO SCHOOL - Spring break
Mar. 15	End of third qt. (46 Days)

Apr. 10-13	Easter Break
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May. 9	Commencement
May. 15	End of sem (45/91days)
May. 18	Last Day for Teachers

	Staff Inservice-No School
	Students Return
	End of Qtr.or Sem.
	No School

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

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

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

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

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

Student Days by Month			
Aug	14	Jan	20
Sept	20	Feb	19
Oct	21	Mar	20
Nov	18	Apr	20
Dec	15	May	11

Wilcox-Hildreth Public Schools
Monthly Board Notes
Prepared for the Wilcox-Hildreth Public Schools Board of Education

November 19, 2018

To: Wilcox-Hildreth Board of Education
From: Carl Dietz, Superintendent

DISCUSSION ITEMS-Listed on the Board Agenda, Discussion Items.

Superintendent's Report:

A. FINANCES

- ❖ 18.8% of the budget is spent compared to: November 2017 18% November 2016 23%, (25% of the year complete).
- ❖ The October 31 General Fund Cash Balance is \$3,515,034 compared to \$3,759,576 last year. Don't be alarmed with the \$200,000 decrease in cash balance, this is planned.
- ❖ Through November 2017 we have spent \$1,035,632 compared to \$981,835 last year, \$1,015,491 two years ago, and \$1,097,468 three years ago.
- ❖ Monthly payroll is about \$15,000-\$20,000 higher each month. Remember, Kelly Simmons was paid through contracted services last year, so she was not on our payroll, and we also added 1.0 FTE SPED teacher.
- ❖ Based on early projections, we are still on track to spend about \$4.4 million this fiscal year. This number will change monthly, but I like to provide a little idea of our spending pattern.
- ❖ The school audit was performed two weeks ago. Audit reports are available and I will hand them out during the meeting.

B. BUILDINGS AND GROUNDS: the playground is completed, but I still need to inspect the work. .

C. NEGOTIATIONS: Nothing new to report, schools settlements are coming in slowly due to the increase in insurance costs. Health insurance is going up about 4.9% compared to 0% last year.

D. OTHER: