

REGULAR MONTHLY MEETING OF THE BOARD OF EDUCATION - AGENDA

Alma Public Schools

Monday, May 13, 2024

- A. Call to Order and announce location of Open Meetings Act Poster
 - A.1. Verification of Receipt of Notice, which was published in the Harlan County Journal
 - A.2. Roll of Board Members - Excuse absent board members
 - A.3. Approval of Consent Agenda
 - A.3.a. Minutes from Previous Meetings
 - A.3.b. General Financial Report
 - A.3.c. Activity Financial Report
 - A.4. Review monthly bills submitted
- B. Request to address the Board
- C. Action Items - Discuss, consider, and take all necessary action
 - C.1. to decide whether to approve the purchase of a Yamaha CVP809E Clavinova for the Alma Music Department and the secondary music room.
 - C.2. to add girls wrestling as a winter sport beginning with the 2024-2025 school year.
 - C.3. Item 3C— Discuss, Consider, and take all necessary action to review and adopt the school policies listed that have been updated or created to meet the requirements passed by the 2023-2024 Nebraska Legislature and wave the required two reading. Required Policy Updates Include: Policy 1050 – Public Records Request (LB 43); Policy 3130 – Purchasing Policies (LB 287); Policy 3140 – Contracting for Services (LB 1300); Policy 3571 – Meal Charge Policy (LB 1329); Policy 4141 – Teacher Training/Training Requirements (LB 1329); Policy 5006 – Option Enrollment (LB 1029); Policy 5008 – Attendance (LB 1329); Policy 5101 – Student Discipline (LB 43); Policy 5201 – Promotion and Retention – (LB 71); Policy 5205 – Graduation (LB705); Policy 6111 – Classroom Environment – (LB 1329); Policy 6700 – Firearms (LB 1329); Policy 8240 – Membership in School Board Association (LB 304); Policy 8342 – Designated Method of Giving Notice (LB287); Policy 8346 – Public Participation at Board Meetings (LB 43).

- C.4. to review and possibly adopt the school policies listed that have been updated or created and are optional Polices and/or Handbook Updates passed by the 2023-2024 Nebraska Legislature and wave the required two reading: Policy 5013 – Preschool Enrollment – (LB 71); Policy 3241 – Emergency Response Mapping (LB 1329).
- C.5. to review and discuss the Pre-Kindergarten program and approve and/or make any decision necessary for the program.
- C.6. to review and possibly approve Waggoner Insurance Agency proposal for a total cost of \$135, 918 for the school district insurance policy and Workers Compensation renewal.
- D. Principal's Report
- E. Superintendent's Report: 2022-2023 Annual Audit Report, Summer Help & Custodial position, Legislative Happenings, NDE Model Dress Code, RPAC, American Civics Committee, Para resignations, Summer Projects - (Parking lots, Cement replacement, drainage issues, roof repairs)
- F. Next Regular Meeting
- G. Adjourn

THE BOARD OF EDUCATION OF THE ALMA SCHOOL DISTRICT NO. 2 WILL DISCUSS, CONSIDER, OR TAKE ACTION ON ALL ISSUES MENTIONED IN THIS AGENDA.

MINUTES OF THE REGULAR MONTHLY MEETING OF THE BOARD OF
EDUCATION OF ALMA PUBLIC SCHOOLS

A meeting of the Alma Public Schools Board of Education was convened in open and public session on Monday, April 8, 2024, at 7:00 PM at The Library at Alma Public Schools 515 Jewell Street Alma, NE 68920. The roll was called and the following Board members were present or absent: **Present:** Allen Brugh, Randy Heckenlively, Kate Hopkins, Nick Simonson, Mike Stemper, Samantha Stuhmer.

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

A motion was made by Mike Stemper and seconded by Kate Hopkins to approve consent agenda items which include March meeting minutes, General Financial Report and the Activity Fund Reports. After discussion and on roll call vote the Board voted as follows: Allen Brugh: Yea, Randy Heckenlively: Yea, Kate Hopkins: Yea, Nick Simonson: Yea, Mike Stemper: Yea, Samantha Stuhmer: Yea

A motion was made by Randy Heckenlively and seconded by Mike Stemper to approve receipts, expenditures and payment of claims from the General Fund for \$540,414.06, Building Fund \$2,172.28, Activity Fund \$21,054.63 and Lunch Fund \$20,048.62. After discussion and on roll call vote the Board voted as follows: Passed. Allen Brugh: Yea, Randy Heckenlively: Yea, Kate Hopkins: Yea, Nick Simonson: Yea, Mike Stemper: Yea, Samantha Stuhmer: Yea

A motion was made by Allen Brugh and seconded by Kate Hopkins to approve the purchase of four shot clocks for the basketball backboards in the two gyms as required by NSAA for the 2024-2025 school year. After discussion and on roll call vote the Board voted as follows: Passed. Nick Simonson: Nay, Allen Brugh: Yea, Randy Heckenlively: Yea, Kate Hopkins: Yea, Mike Stemper: Yea, Samantha Stuhmer: Yea

A motion was made by Randy Heckenlively and seconded by Kate Hopkins to approve Ashley Hays as elementary teacher for the 2024-2025 school year. After discussion and on roll call vote the Board voted as follows: Passed. Allen Brugh: Yea, Randy Heckenlively: Yea, Kate Hopkins: Yea, Nick Simonson: Yea, Mike Stemper: Yea, Samantha Stuhmer: Yea

A motion was made by Kate Hopkins and seconded by Samantha Stuhmer to approve the appointment of Mrs. Jennifer Moore as a head volleyball coach. After discussion and on roll call vote the Board voted as follows: Passed. Allen Brugh: Yea, Randy Heckenlively: Yea, Kate Hopkins: Yea, Nick Simonson: Yea, Mike Stemper: Yea, Samantha Stuhmer: Yea

A motion was made by Allen Brugh and seconded by Mike Stemper to approve hiring Michelle Zerr as an assistant cook beginning with the 2024-2025 school year. After discussion and on roll call vote the Board voted as follows: Passed. Allen Brugh: Yea, Randy Heckenlively: Yea, Kate Hopkins: Yea, Nick Simonson: Yea, Mike Stemper: Yea, Samantha Stuhmer: Yea

A motion was made by Mike Stemper and seconded by Kate Hopkins to approve Laura Phillips as a contract custodian on a trial basis until the end of the school year this year. After discussion and on roll call vote the Board voted as follows: Passed. Allen Brugh: Yea, Randy Heckenlively: Yea, Kate Hopkins: Yea, Nick Simonson: Yea, Mike Stemper: Yea, Samantha Stuhmer: Yea

A motion was made by Mike Stemper and seconded by Kate Hopkins to go into executive session at 7:51pm to discuss contract negotiations for Administration. On roll call vote the Board voted as follows: Allen Brugh: Yea, Randy Heckenlively: Yea, Kate Hopkins: Yea, Nick Simonson: Yea, Mike Stemper: Yea, Samantha Stuhmer: Yea. The discussion on contract negotiations for Administration in executive session started at 7:51pm. Time out of executive session was 7:59pm. The discussion while in executive session was contract negotiations for Administration.

A motion was made by Mike Stemper and seconded by Kate Hopkins to approve 3.45% raise for the Administration. After discussion and on roll call vote the Board voted as follows: Passed. Allen Brugh: Yea, Randy Heckenlively: Yea, Kate Hopkins: Yea, Nick Simonson: Yea, Mike Stemper: Yea, Samantha Stuhmer: Yea

Next regular scheduled meeting is May 13, 2024 at 7:00pm.

Meeting adjourned at 8:29pm.

DATED Monday, April 8, 2024

HARLAN COUNTY SCHOOL DISTRICT #2,

a/k/a ALMA PUBLIC SCHOOLS

President, Nick Simonson

Secretary, Jessica Miller

<u>General/Money Market/Trans Accts</u>	Receipts	Disburse	Total	1
04/01/2024 General			\$165,878.23	
04/01/2024 Money Market			\$595,695.75	
04/01/2024 Transaction			\$10,109.14	
Franklin County Treasurer	\$1,813.45			
Furnas County Treasurer	\$319.45			
Harlan County Treasurer	\$165,983.16			
BCBS self-pay	\$3,100.22			
State Aid	\$137,082.00			
SPED SA FFR Reim 22-23	\$70,197.00			
City of Alma-Liquor licenses	\$200.00			
Powerschool-overpayment on acct	\$937.17			
interest earned - Transaction Acct	\$5.71			
interest earned - MMA	\$771.05			
interest earned - Gen Fund	\$67.60			
April receipts	\$380,476.81		\$1,152,159.93	
cks cleared/reimb made in April		\$546,109.99	\$606,049.94	
outstanding checks		\$125.44	\$605,924.50	
<u>Certificates of Deposit</u>			\$433,619.63	
Balance 04/30/2024			\$1,039,544.13	
<u>Bldg/Sinking Fund</u>				8
04/01/2024 Building Fd			\$170,426.50	
Franklin County Treasurer	\$193.71			
Furnas County Treasurer	\$19.99			
Harlan County Treasurer	\$15,890.98			
interest earned	\$111.28			
April receipts	\$16,215.96			
April expenses		\$2,172.28		
Balance 04/30/2024			\$184,470.18	
outstanding checks			\$184,470.18	
<u>QCPU Fund</u>				9
04/01/2024 QCPU Fd			\$14,982.74	
Harlan County Treasurer	\$1.70			
interest earned	\$9.22			
April receipts	\$10.92			
April expenses				
Balance 04/30/2024			\$14,993.66	
<u>Depreciation Fund</u>				2

04/01/2024 Depreciation Fd			\$26,987.05
interest earned	\$16.59		
Balance 04/30/2024			\$27,003.64

Lunch Fund

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04/01/2024 Lunch Fd			\$116,446.08
April receipts	\$17,034.70		
cks cleared in April		\$20,142.12	\$113,338.66
outstanding checks/deposits		\$58.50	
Balance 04/30/2024			\$113,280.16

Activity Fund

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04/01/2024 Activity			\$230,676.45
April receipts	\$31,213.25		
April expenses		\$19,356.20	\$242,533.50
outstanding checks/deposits		\$9,925.03	
Balance 04/30/2024			\$232,608.47

Fund: 05 ACTIVITY FUND

		Beginning Balance	Debits	Credits	Ending Balance
Fund Balance					
05 704 0100	ART	3,737.78	0.00	0.00	3,737.78
05 704 0110	COMPUTERS	13,453.37	0.00	0.00	13,453.37
05 704 0113	eSports Club	648.79	0.00	0.00	648.79
05 704 0120	MISCELLANEOUS	2,172.53	7,343.13	7,103.06	1,932.46
05 704 0130	MUSIC SUPPLIES	(1,989.06)	0.00	0.00	(1,989.06)
05 704 0131	ELEMENTARY CHOIR	302.12	0.00	0.00	302.12
05 704 0132	MUSIC BOOSTERS	20,643.94	685.44	0.00	19,958.50
05 704 0133	DISTRICT MUSIC	1,116.41	0.00	0.00	1,116.41
05 704 0134	BAND PROJECTS	120.00	0.00	0.00	120.00
05 704 0135	CASH BOXES	(1,000.00)	500.00	0.00	(1,500.00)
05 704 0140	COURTESY FUND	2,487.58	0.00	0.00	2,487.58
05 704 0141	WOW	670.17	0.00	0.00	670.17
05 704 0142	CIRCLE OF FRIENDS	498.58	0.00	0.00	498.58
05 704 0143	Concession Money/ Donations	(3,156.16)	0.00	0.00	(3,156.16)
05 704 0144	RESOURCE	928.02	167.56	0.00	760.46
05 704 0145	LUEDKE MEMORIAL	1,655.81	0.00	0.00	1,655.81
05 704 0160	INDUSTRIAL ARTS	2,181.98	0.00	0.00	2,181.98
05 704 0161	FFA SCHOLARSHIP	28,974.64	0.00	375.00	29,349.64
05 704 0165	FUTURE FARMS OF AMERICA	36,658.00	5,819.72	7,865.04	38,703.32
05 704 0170	STUDENT COUNCIL	6,725.93	685.84	1,933.33	7,973.42
05 704 0223	CLASS OF 2023	2,216.41	1,108.21	0.00	1,108.20
05 704 0224	CLASS OF 2024	4,331.47	350.00	680.27	4,661.74
05 704 0225	CLASS OF 2025	3,913.61	425.00	325.00	3,813.61
05 704 0226	CLASS OF 2026	6,744.53	0.00	0.00	6,744.53
05 704 0227	CLASS OF 2027	2,633.60	0.00	0.00	2,633.60
05 704 0240	PLATE FUND	251.19	0.00	0.00	251.19
05 704 0251	PICTURES/ANNUAL/YEARBOOK	4,628.39	3,751.00	1,126.49	2,003.88
05 704 0260	HOME EC/CONS ED	1,314.84	0.00	0.00	1,314.84
05 704 0265	COOKIE SALES	5,137.96	190.16	1,022.00	5,969.80
05 704 0270	BOOK/SOFTWARE ORDERS	7,620.07	0.00	175.35	7,795.42
05 704 0271	GENERAL MILLS BOX TOPS	3,451.63	431.50	23.70	3,043.83
05 704 0280	FIELD TRIPS	442.51	407.00	0.00	35.51
05 704 0281	WASHINGTON DC TRIP	1,245.02	0.00	4,696.00	5,941.02
05 704 0300	ALL ACTIVITIES (entry fees, etc)	2,830.59	1,251.26	1,695.00	3,274.33
05 704 0301	FOOTBALL	2,174.77	0.00	0.00	2,174.77
05 704 0302	VOLLEYBALL	5,862.31	120.00	0.00	5,742.31
05 704 0303	BOYS BASKETBALL	3,599.12	1,884.12	3,145.00	4,860.00
05 704 0304	GIRLS BASKETBALL	3,230.50	0.00	0.00	3,230.50
05 704 0305	CROSS COUNTRY	923.91	0.00	0.00	923.91
05 704 0306	TRACK	1,371.91	0.00	0.00	1,371.91
05 704 0307	WRESTLING	(4,168.07)	0.00	0.00	(4,168.07)
05 704 0308	GOLF	(264.50)	230.00	774.90	280.40
05 704 0400	CHEERLEADERS	5,463.66	834.85	5,067.30	9,696.11
05 704 0500	moved	(19.13)	270.99	0.00	(290.12)
05 704 0550	VENDING MACH/NHS	3,453.42	133.20	915.05	4,235.27
05 704 0600	QUIZ BOWL	1,019.85	15.35	0.00	1,004.50
05 704 0940	moved	(39.07)	0.00	0.00	(39.07)
05 704 0950	SCHOLARSHIP FUND	3,311.50	0.00	200.00	3,511.50
05 704 0970	WEIGHT ROOM	6,707.52	0.00	0.00	6,707.52
05 704 0971	DEPOSITS WEIGHT ROOM USE	1,948.95	0.00	50.00	1,998.95
05 704 0985	PROJECTOR ADVERTISING	20,505.00	0.00	0.00	20,505.00
05 704 0990	SPEECH	(4,094.83)	204.13	0.00	(4,298.96)
05 704 0991	DRAMA	5,925.29	0.00	0.00	5,925.29
05 704 0992	PK-4	2,525.08	0.00	0.00	2,525.08
Total: Fund Balance		223,029.44	26,808.46	37,172.49	233,393.47
Total: 05		223,029.44	26,808.46	37,172.49	233,393.47

Vendor Name	Amount
Checking Account ID 1 Fund Number 01	
ACCESS ELEVATOR & LIFTS, INC.	###
ALMA Auto Parts-Carquest	###
ALMA SCHOOL LUNCH FUND	###
Apptegy, Inc.	###
Arbor Scientific	###
AXTELL COMMUNITY SCHOOL	###
BIG LIFE JOURNAL, INC	###
Blazer Manufacturing	###
BLICK ART MATERIALS	###
Blue Cross and Blue Shield of Nebraska	###
Bosselmann Pump & Pantry	###
BSN SPORTS, llc	###
C H S / AGRI SERVICE CENTER	###
Cargill Consulting, Inc.	###
CITY OF ALMA	###
CROUCH RECREATION, INC	###
DANA F COLE & CO.	###
DAS STATE ACCTING - CENTRAL FINANCE	###
DISCOUNT SCHOOL SUPPLY	###
EAKES OFFICE PRODUCTS	###
ECOLAB PEST ELIM DIVISION	###
EDUCATIONAL SERVICE UNIT #11	###
ESU #9	###
FIRST STATE BANK - ACH	###
FLINN SCIENTIFIC INC	###
FUN EXPRESS LLC	###
GEYER	###
GIBBS M. SMITH, INC	###
GOPHER SPORT	###
HARCO ATHLETIC RECONDITIONING, INC	###
HARLAN COUNTY JOURNAL	###
HEARTLAND REFRIGERATION LLC	###
HOGELANDS MARKET	###
HOLDREGE SOFT WATER SERVICE	###
Home Depot Supply	###
HOMETOWN LEASING	###
INSPIRE REHABILITATION, LLC	###
J.W. PEPPER & SON, INC	###
JONES SCHOOL SUPPLY	###
LAKESHORE LEARNING MATERIALS	###
Learning Without Tears	###
LITERACY RESOURCES-HEGGERTY PHONEMIC AWARENESS	###
LONG ISLAND REDI-MIX LLC	###
MATHESON TRI-GAS, INC.	###
MEMBEAN, INC	###
MISKO SPORTS	###
Mosyle Corporation	###
NCS PEARSON, INC.	###
NE COUNCIL OF SCHOOL ADMIN	###
NEBRASKA PUBLIC POWER DISTRICT	###
PAPER101	###
PERRY GUTHERY, HAASE & GESSFORD	###
PINPOINT COMMUNICATIONS	###
PROTEX CENTRAL INC	###
REALLY GOOD STUFF, LLC	###

Vendor Name	Amount
Rudy's Gas Tire and Oil	###
S & W AUTO PARTS, INC	###
SAVVAS LEARNING CO LLC	###
SCHNEIDER, LAURA	###
SCHOOL HEALTH CORPORATION	###
SCHOOL SPECIALTY LLC	###
STAPLES	###
STUDIES WEEKLY	###
SUPER DUPER PUBLICATIONS	###
TEACHER DIRECT	###
TEACHERS' CURRICULUM INSTITUTE LLC	###
TRUSTWORTHY HARDWARE	###
U.S.CELLULAR	###
UKRAINIAN GIFT SHOP, INC	###
US BANK	###
WAGGONER INSURANCE AGENCY	###
WOODWARD'S DISPOSAL SVC, INC	###
YANDAS MUSIC	###
Fund Number 01	###
<hr/>	
Checking Account ID 1	###
Checking Account ID 6	Fund Number 06
CASH-WA DISTRIBUTING	###
Hiland Dairy Foods	###
HOGELANDS MARKET	###
SYSCO LINCOLN	###
US Foods, Inc.	###
Vestis	###
Fund Number 06	###
<hr/>	
Checking Account ID 6	###
Checking Account ID 8	Fund Number 08
BANNER CAPITAL BANK	###
First National Bank - Omaha	###
FIRST STATE BANK	###
Fund Number 08	###
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Checking Account ID 8	###

Apr 24 Activity Fund Invoice Listing - Summary

<u>Vendor Name</u>	<u>Invoice Number</u>	<u>Description</u>	<u>Invoice Date</u>	<u>Invoice Amount</u>
ALMA SCHOOL LUNCH FUND	20018	JH Track Invite Cookies	04/19/2024	42.60
ALMA SCHOOL LUNCH FUND	20028	Alma JV Golf Cookies	04/25/2024	60.15
ARAPAHOE PUBLIC SCHOOL	19996	4/9 Golf Invite Entry Fee	04/04/2024	50.00
ARAPAHOE PUBLIC SCHOOL	20027	All Dist Football Metals	04/25/2024	23.18
AURORA PUBLIC SCHOOLS	20033	A-Town Showdown Track Meet Entry Fees	04/26/2024	67.00
AXTELL COMMUNITY SCHOOL	19988	4/5 Track Invite Entry Fee	04/02/2024	125.00
BERTRAND COMMUNITY SCHOOL	20010	4/12 Track Invite Entry Fee	04/12/2024	125.00
BERTRAND COMMUNITY SCHOOL	20036	4/23 JH Track Invite Entry Fee	04/29/2024	75.00
BRAD NELSON	20029	Girl VBall Camp Entry Fee	04/25/2024	100.00
CAMBRIDGE PUBLIC SCHOOL	20037	4/30 JH Track Invite Entry Fee	04/29/2024	75.00
CAMBRIDGE PUBLIC SCHOOL	20043	Boys BBall Team Camps Entry Fees x2	04/29/2024	150.00
Cargill Consulting, Inc.	OK-196-0	ACT Test 104 Students @ \$40 ea	04/09/2024	2,760.00
CASH-WA DISTRIBUTING	19998	Mar 2024 Concession Supplies	04/05/2024	133.20
CHAMPION TEAMWEAR	0011618317	Cheer Clothing Supplies Shoes and Poms	04/02/2024	514.85
CHESTERMAN CO	3543560	Concession Supplies Mar 2024	04/08/2024	427.50
Concordia University	20041	Boys BBall Team Camps Entry Fees x2	04/29/2024	550.00
COZAD PUBLIC SCHOOL	20042	Boys BBall Team Camps Entry Fees x2	04/29/2024	350.00
DJ America	20004	Prom 2024 DJ Payment	04/08/2024	425.00
EDGERTON EXPLORIT CENTER	20017	5/1 2nd Grade Field Trip	04/19/2024	241.50
FIRST STATE BANK	19989	State FFA Meals Cash	04/02/2024	1,730.00
FIRST STATE BANK	20001	Concession Start Up Cash	04/08/2024	500.00
FIRST STATE BANK	20008	Senior Trip Meals	04/10/2024	350.00
FRANKLIN PUBLIC SCHOOL	20015	4/15 Golf Invite Entry Fee/ Repayment	04/17/2024	50.00
FRANKLIN PUBLIC SCHOOL	20019	4/19 JV Golf Entry Fee	04/22/2024	25.00
FRANKLIN PUBLIC SCHOOL	20038	5/7 Golf Invite Entry Fee	04/29/2024	50.00
GRAND ISLAND CENTRAL CATHOLIC	19995	Dist Speech Entry Dues	04/04/2024	204.13
GREAT PLATTE RIVER ROAD ARCHWAY	20034	APS 3rd Grade Field Trip 4/29	04/26/2024	190.00
HARLAN COUNTY MEAT PROCESSORS	20009	Concession Supplies	04/10/2024	227.64
HARLAN COUNTY MEAT PROCESSORS	20012	4/15 Golf Meet Supplies	04/15/2024	230.00
HARLAN COUNTY MEAT PROCESSORS	20016	FFA Banquet Supplies	04/19/2024	175.50
HITCHCOCK COUNTY PUBIC SCHOOLS	20022	4/30 Golf Invite Entry Fee	04/22/2024	95.00
HOGELANDS MARKET	19997	Mar 2024 Activity Fund Charges	04/05/2024	480.36
HOLDREGE PUBLIC SCHOOL	20013	63 Meals x \$8 per meal	04/15/2024	504.00
JOSTENS, INC	1366247	Yearbook Overrun Copies Remaining Balanc	04/05/2024	667.00
JOSTENS, INC	41178-0	Yearbook Deposits 12/23 and 4/24	04/05/2024	2,884.00
Kansas High School Athletic Association	20031	2024 Summer Cheer Camp Entry Fee	04/25/2024	320.00
KEARNEY CATHOLIC HS	20039	Boys BBall Team Camps Entry Fees x2	04/29/2024	300.00
KEARNEY HIGH SCHOOL	20040	Boys BBall Team Camps Entry Fees x2	04/29/2024	400.00
LANHAM, MIKE	20007	4/9 JH Track Invite Starter	04/09/2024	200.00

MUSIC BOOSTERS	19987	Previous Bank Account #5810 OS Check	04/02/2024	181.44
NATIONAL FFA ORGANIZATION	200240	FFA Jacket, Pins, Prizes	04/24/2024	809.25
NATIONAL FFA ORGANIZATION	20026	\$250 4'x8' Brick	04/24/2024	250.00
NATIONAL FFA ORGANIZATION	MDS327144	FFA Supplies	04/29/2024	172.00
NEBRASKA FFA ASSN.	stateconv2504	STATE FFA Convention Reg Entry Fees	04/02/2024	1,330.00
Open Door Mission	20011	APS Class 2023 Donation	04/12/2024	1,108.21
OVERTON PUBLIC SCHOOL	20014	4/5 Golf Invit Entry Fee	04/16/2024	25.00
PLATINUM AWARDS & GIFTS	20023	APS Awards and Metals	04/24/2024	30.70
SAFEGUARD BUSINESS SYSTEMS, INC	9004345546	Act. Fund Cash Receipts REORDER	04/03/2024	423.13
SHORT STOP	20035	Sped Pizza Party	04/29/2024	167.56
SOUTHERN VALLEY SCHOOL	20020	5/2 Golf Entry Fee	04/22/2024	60.00
SOUTHERN VALLEY SCHOOL	20021	4/22 Track Invit Entry Fee	04/22/2024	50.00
SOUTHWEST SCHOOL	20032	4/25 RPAC Golf Invit Dues	04/26/2024	53.33
STUHR MUSEUM	1525	4th grade field trip	04/08/2024	407.00
UNL	19991	FFA Reg Entry Fees	04/02/2024	403.00
US BANK	20005	NHS Membership/ CC Payment	04/08/2024	270.99
Youth Program Inc./ Ogallala Volleyball Summer Camps	20030	Ogallala VBall Camp Deposit	04/25/2024	20.00
			Report Total:	<u>21,639.22</u>

James B. Gessford
Daniel F. Kaplan
Gregory H. Perry
Joseph F. Bachmann*
R. J. Shortridge*
Joshua J. Schauer*
Derek A. Aldridge**
Justin J. Knight***
Charles Kaplan
Haleigh B. Carlson
Sara J. Tonjes



Of Counsel
Thomas M. Haase

*Also admitted in Iowa
** Also admitted in Kansas
***Also admitted in Colorado

Ernest B. Perry (1876-1962)
Arthur E. Perry (1910-1982)
R.R. Perry (1917-1999)
Edwin C. Perry (1931-2012)

MEMORANDUM

To: John Poppert, ESU 11 Administrator
From: Justin Knight, Perry Law Firm
Date: May 4, 2024
RE: 2024 School District Annual Policy Service Update

A. REQUIRED POLICY UPDATES

1. **Policy 5101 – Student Discipline.** LB 43’s “First Freedom Act” establishes the rights of students with respect to religious practices and tribal regalia. The Student Discipline Policy has been updated to reflect these new statutory rights.

2. **Policy 1050 – Access to Records.** LB 43 significantly altered Nebraska’s public records request laws. Nebraska residents are now entitled to the first eight (an increase from four) hours of staff time spent responding to the records request. From now on, non-residents are not entitled to any “free” time spent by staff responding to a records request. Policy 1050 has been updated to reflect these changes.

3. **Policy 8346 – Public Participation at Board Meetings.** LB 43 now requires public comment at every Board meeting, including special meetings, work sessions, and so forth. All other requirements for public comment remain in place, such as time limits for individual speakers. To comply with this new requirement, we have included two options for your board to consider: (1) Establish the same time limits for all meetings; or (2) Establish time limits for regular board meetings and different time limits for all other meetings. There is also an option (Option #3) to list public comment at the end of the agenda for non-regular board meetings (to ensure the Board completes its business before public comment).

4. **Policy 3130 – Purchasing Policies.** LB 287 imposes a new conflict of interest obligations on public employees. After a situation where a city employee apparently entered into a contract with a family member’s business, the Legislature imposed more stringent requirements on public employees. This change to policy makes clear that employees cannot contract on behalf of the District with themselves, family members, or their own businesses without prior Board approval. (The dollars amounts in this Policy are in the discretion of each Board and may be adjusted as each Board sees fit.)

5. **Policy 8342 – Designated Method of Giving Notice** – LB 287 eased the newspaper publication requirements for Board meetings. From now on, if a newspaper refuses, neglects, or is unable to timely publish notice of a board meeting, then the board may give notice by (1) posting the notice on the newspaper’s website (if available) and (2) posting the notice in conspicuous places within the district. (Note that this will change (again) on January 1, 2025 with new notice requirements, so this Policy will need to be revised against next winter.)

6. **Policy 5201 – Promotion and Retention.** LB 71 allows a parent or guardian to require their student re-take a grade level if the parent or guardian satisfies the requirements outlined in the new law. To comply with these new requirements, Policy 5201 has been updated.

7. **Policy 3140 – Contracting for Services.** LB 1300 imposes requirements on public bodies to ensure that no technology contracts are awarded to any “scrutinized company” (companies operated or owned by foreign adversaries). LB 1300 includes these new requirements that apply to any covered contracts. Each school will need to ensure that this certification will be incorporated into future technology agreements.

8. **Policy 8240 – Membership in School Board Associations** – LB 304 requires each School District to disclose on its website: (1) the dues paid to any association or organization of which the Board is a member; and (2) fees paid by the Board directly to a lobbyist or lobbying firm. This Policy reflects this new requirement.

9. **Policy 6700 – Firearms** – LB 1329 changed Nebraska’s laws regarding firearms on school grounds. Some of these changes involve changes to the statute’s wording. Other changes are more substantive (see below) and allow certain schools to allow more firearms at school. The changes in this Policy 6700 are limited to the technical changes to the new laws.

10. **Policy 5008 – Attendance** – LB 1029 makes clear that mental (as well as physical) illness is a basis for excused student absences. LB 1329 also makes changes to Nebraska’s attendance and truancy statutes, which are all incorporated into Policy 5008.

11. **Policy 5006 – Option Enrollment** – LB 1029 changed aspects of Nebraska’s Option Enrollment Program. We have updated Policy 5006 to incorporate these changes. Note that there are different options within this Policy that each Board will need to select. In addition, LB 1329 shifted the burden from the parent to the school district to establish capacity in an option appeal.

12. **Policy 4141 – Teacher Training - Training Requirements.** LB 1329 relaxed several training requirements for school employees. Some statutes required a defined length of training required (such as one hour). LB 1329 largely eliminates these definite training requirements and, instead, defers to each board to decide the reasonable training lengths. To comply with this new requirement, we recommend updating Policy 4141 to allow the Board to approve the administration’s planned training requirements each year.

13. Policy 5205 – Graduation – Last year, LB 705 added a graduation requirement that any graduating student complete the FAFSA or opt out of the FAFSA. Policy 5205 has been updated to reflect this new graduation requirement. (Note that each Board will need to ensure that the credit requirements listed in this Policy are consistent with their District’s graduation requirements.)

14. Policy 6111 – Classroom Environment – LB 1329 requires each school board to adopt a policy that the school will only use Gall-Peters projection maps (or other similar cylindrical equal-area projection maps) or AuthaGraph projection maps in schools.

15. Policy 3571 – Meal Charge Policy – LB 1329 prohibits any school from using debt collection agencies or collecting interest or fees for outstanding school lunch debt. Policy 3571 has been updated to reflect these changes.

B. POLICY RESCISSIONS

1. Policy 6310 – Textbook Loans - Last year, LB 705 shifted the responsibility of the textbook loan program from school districts to the NDE, beginning July 1, 2024. With this change in mind, Policy 6310 can be rescinded.

C. OPTIONAL POLICY AND/OR HANDBOOK UPDATES

1. Policy 5013 – Preschool Enrollment – LB 71 will allow kindergarten-eligible students to attend preschool. Previously (and within current NDE Rule 11), students generally could not attend preschool after they turned five. The new law allows kindergarten-aged students to continue in preschool, but does not require a school to serve a student beyond age five. If your district operates a preschool program, we recommend reviewing and possibly revising this optional Policy (especially the highlighted priorities) to determine your district’s order of priority for students seeking to enroll in your preschool.

2. Policy 3241 - Emergency Response Mapping – LB 1329 allows (but does not require) school boards to adopt a policy on emergency response mapping. There are funding opportunities available for schools that adopt such a policy. Since this is not required, each district will need to decide whether to move forward with this policy.

3. Firearms – LB 1329 allows Class I and II school districts to adopt a policy to authorize the carrying of firearms by identified individuals. The Policy must, at a minimum, include requirements for personal qualifications, training, appropriate firearms and ammunition, and appropriate use of force. The State Board of Education and Nebraska State Patrol are required to develop a model policy that meets these requirements, though the Legislative Bill did not include a deadline for when this model policy must be adopted. If your Board is interested in adopting this type of policy, please contact us directly for more information and details in your individual district.

D. OTHER CONSIDERATIONS

1. Title IX – The Department of Education recently proposed changes to the existing Title IX regulations. The regulations are currently set to become effective on August 1, 2024. If implemented, these regulations will require policy updates. However, multiple states have already sued to block the implementation of these regulations, so it is possible that these regulations will be delayed (and possibly rescinded entirely). Rather than change the Title IX policy now (and perhaps need to change it again later), we recommend waiting to see if the regulations become effective later this summer.

2. DOL FLSA Changes – The Department of Labor recently announced that the salary basis threshold will increase from \$684 per week to \$844 per week, effective July 1, 2024. This amount will increase to \$1,128 per week, beginning January 1, 2025. There is no policy update needed to comply with these updates, but your district should ensure that any FLSA exempt employees comply with these new amounts if they continue to be treated as exempt employees in your district.

3. Model Dress Code – Last year, we mentioned that the Legislature passed a requirement that each school district to adopt a student dress code policy. Each school district has until July 1, 2025 to adopt the dress code policy. During next year’s policy updates, we will include a policy that meets this requirement.

4. Artificial Intelligence – We did not include any update to the Artificial Intelligence Policy this year, since we have received feedback that schools are more focused on implementing guidance, as opposed to annually tweaking their Policy. Feel free to contact us if you have any questions or concerns about your current Artificial Intelligence Policy.

5. Open Meetings Act Posters – The Open Meetings Act requires each school board to have “at least one current copy of the Open Meetings Act posted in the meeting room.” With changes to the Open Meetings Act, each board should make sure that their poster is current.

6. Professional Practices Commission – LB 1306 altered the process for ethical investigations into certificated staff members in Nebraska. Currently, after the Nebraska Department of Education investigates a complaint, the investigator brings the complaint before the Professional Practices Commission (a panel of administrators and teachers). The Commission hears the evidence, renders a recommendation to the State Board, then the State Board makes a final determination. LB 1306 will change this process by having a hearing officer (rather than the Commission) review the evidence and make a recommendation to the State Board of Education.

7. Changes to Retirement Requirements – LB 198 changed several provisions of the public retirement laws, particularly those affecting foreign-born workers. From now on, a public employer will be required to maintain on file one of the listed forms of identification (such as a driver’s license) to establish lawful presence in the United States. These forms of identification will also be used for NPERS to verify employment eligibility and/or eligibility to

participate in the retirement plan. In addition, LB 198 eases the restrictions on employees that separate from employment but do not request a distribution or submit a retirement application.

8. Personal Privacy Protection Act – LB 43 includes the “Personal Privacy Protection Act.” The Act prohibits, among other things, any political subdivision from “requiring any individual to provide personal information or otherwise compelling the release of personal information” or “publicizing or otherwise publicly disclosing personal information in the possession of such public agency without the express permission of every individual who is identifiable from the potential release of such personal information.” Since schools are governed by FERPA and other federal and state privacy laws, we assume this new Act will not impact schools (and does not need its own separate policy).

9. Online Age Verification Liability Act – LB 1092 requires certain website operators (including adult websites) to implement age verification requirements to prevent minors from accessing those sites. The bill does not impose any requirements on a public school district. To be sure: a school district can discipline a student for accessing an inappropriate website at school, but there is no liability for school districts if a student bypasses these verification requirements or accesses inappropriate websites at school.

10. Election Maps – LB 287 now requires that any political subdivision, upon the request of the Secretary of State or Election Commission, furnish to the Secretary of State and election commissioner or county clerk with any maps or additional information which the Secretary of State and election commissioner or county clerk “may require in the proper performance of their duties in the conduct of elections and certification of results.” This does not require a policy but is worth mentioning, especially in an election year.

11. New Parental Involvement Policy – LB 71 requires revisions and additions to your existing parental involvement policy. The new policy needs to be adopted by July 1, 2025. Since there are rumors that further changes to the parental involvement policy requirements will be proposed next year, we decided to wait until next spring to update the Parental Involvement Policy.

12. Changes to Class System – Currently, all school districts (other than Lincoln Public Schools and Omaha Public Schools) are Class III school districts and governed by the same statutes. LB 1329 deviated from this standard and will now delineate between Class I schools (districts with fewer than 1,500 inhabitants), Class II schools (districts with between 1,500 and 5,000 inhabitants), and Class III schools (all other districts, except for LPS and OPS). By January 1, 2025, the Commissioner of Education will reclassify and designate each school district.

13. QCPUF Expanded – LB 1329 expands the allowable expenditures of Qualified Capital Purpose Undertaking Funds (“QCPUF”). Under the new law, projects relating to “school safety infrastructure concerns” will be permitted uses of QCPUF funds. Neb. Rev. Stat. § 79-10,110.02. There is no policy required for this change.

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LEGISLATIVE RECAP MEMO

The Nebraska Legislature has been active the past two years, especially in the area school law. This Memorandum covers the general legal (and practical) requirements from this past legislative session. Note that this is a not a comprehensive analysis of every facet of every school law-related bill. Instead, this Memorandum is intended to serve as a guide to help schools prepare to comply with these new requirements over the upcoming summer months.

A. Option Enrollment

LB 1329 changes Nebraska's option enrollment laws. Under the new law (effective during the 2024-2025 school year), a student may option once during elementary school, once during middle school or junior high school, and once during high school for a total of three times, subject to certain exceptions. The law does not address retroactive option students (including those students who have already optioned and want to option again) or who will track a student's total number of options. Nonetheless, this law ends Nebraska's traditional rule of one option per student.

In addition, LB 1329 changes the procedures for students optioning into and from districts. Under the new law, if a student is an option student, the student needs a release only from the option district (instead of the student's resident district). This change removes the student's resident district from option decisions if the student is an option student.

B. Training

LB 1329 softened the training requirements for the statute's mandated trainings. Instead of a defined amount of time (such as one hour), the identified trainings need only be as long as the School Board reasonably determines. This development will require each School Board to approve the trainings identified by the administration. As a result, we recommend the following be added to the July or August Board agenda each year to make sure the Board approves as reasonable the required staff trainings:

Agenda Item: Review, consider, and approve the required staff trainings, as presented, as reasonable in length of time.

Motion Language: I move to approve the required staff trainings, as presented, during the 2024-2025 school year as reasonable and appropriate for the District.

C. Preschool

LB 71 will allow kindergarten-eligible students to remain in preschool. This new law initially conflicts with current NDE Rule 11, though NDE has stated that it intends to revise Rule 11 in response to LB 71. To be sure: the new law allows schools to continue kindergarten-aged students in preschool. But the new law does not require a school to serve a student beyond age five. For Districts already at preschool capacity, it may be easier to adopt a policy that states that the preschool program is at capacity and will not allow kindergarten-aged students to remain in preschool. For Districts open to allowing kindergarten-aged students to continue in preschool, a different policy may be appropriate to identify the priorities for preschool enrollment.

D. Truancy

LB 1329 revises the truancy statutes to add a firm deadline for schools to provide services to address barriers for a student's attendance. Under the new law, once a student has missed twenty days of school, the school is required to write to the parents about the student's excessive absences and meet with the parents or guardians to address the excessive absences. In addition, from now on, any educational evaluations must be agreed to by the student's parent or guardian before the school initiates an educational evaluation.

E. LB 304

LB 304 requires each school district to post on its website each (1) organization to which the board belongs and those dues; and (2) fees paid to any lobbyists (other than those dues paid to organizations). To be clear, this requirement only applies to the organizations and associations that the school board (not individual employees) belong, even if the board pays an employee's membership dues directly.

LB 304 does not include dates or timeframes, so the law does not make clear how far back the board needs to list its organizations and lobbyist dues, or whether the website needs to be updated after each board meeting, and so forth.

In light of this uncertainty, the following is sample language that you could use to list the board's memberships on your website:

The Board of Education is a member of the following organizations and associations and pays the corresponding amounts as dues to each organization or association: [List organizations]

The Board of Education has paid the following amount to an individual lobbyist or lobbying firm over the past 12 months: [Insert amount]

OR

The Board of Education does not pay any fees to any individual lobbyist or lobbying firm.

This information will be updated periodically. Any interested person is encouraged to review the Board Meeting agendas and minutes for any updates.

F. FAFSA

Last year, LB 705 implemented the FAFSA requirement for graduation. NDE has circulated the opt-out form for those students who do not want to complete the FAFSA. One of the three bases for a student opt-out is if the principal determines that “good cause” exists to excuse the student from completing the FAFSA. The law does not define what constitutes “good cause.” In light of the ongoing FAFSA issues, it is possible that some schools may need to determine that “good cause” exists for delays in the FAFSA process itself. Although this concern may be premature, schools would be wise to use the summer months to determine how this FAFSA process will be tracked for all students—particularly in larger districts with hundreds of high school students.

G. Retention

LB 71 gives parents more authority to require their student to retake a grade level. For students in grades kindergarten through fourth grade, a parent may require their student retake a grade level if the student meets one of the following qualifications: (1) academic needs, (2) illness, or (3) excessive absenteeism. Students in grades 5 through 12 may only be retained by the parent due to excessive absenteeism. Since these qualifications for retention must occur during the school year, and the parents must follow the process outlined in the new law before retaining their student, students are likely only able to be retained by parents beginning in the 2025-2026 school year.

H. Open Meetings Act

LB 43 requires that public comment be allowed at every board meeting, beginning July 19, 2024. This new public comment requirement includes special meetings, retreats, workshops, hearings, interviews, and the like. All other reasonable rules for public comment (including time limits) remain in place, and those rules could be different for regular meetings and all other meetings. This will be a decision that each board will need to make to comply with the new law.

In addition, LB 287 eased the newspaper publication requirements. From now on, if a newspaper refuses, neglects, or is unable to timely publish notice of a board meeting, then the board may give notice by (1) posting the notice on the newspaper's website (if available) and (2) posting the notice in conspicuous places within the district. This is a helpful tool in case your newspaper does not or cannot publish a notice on time.

I. Records Requests

Under current law, any person in the world could submit a public records request and be entitled to the first four hours of staff time spent responding to the request. If the school anticipated the records request requiring more than four hours of staff time, the school could require the requester to submit a deposit for the staff time in excess of four hours. LB 43 significantly changes this process. Beginning July 19, 2024, any Nebraska residents and news media (regardless of location) are entitled to the first eight hours of staff time for free. In addition, non-residents will no longer be entitled to any free time, so third party vendors (like SmartProcure and OpenTheBooks) will be required to pay for all records requests.

With that being said, the new law does not define how a school should determine a resident or non-resident requester. As part of the new records request process, schools should begin planning to request residency information in response to a records request where the domicile of the requester is not known.

J. Purchasing

LB 1300 imposed new requirements to ensure that no public technology contracts (including contracts with public schools) are awarded to any "scrutinized company" (companies operated or owned by foreign adversaries). The following language could be used for technology contracts to meet the new law's requirements:

Pursuant to federal and state law, the Company hereby certifies that: (1) the Company is not a "scrutinized company" (as defined by state and federal law); (2) the Company will not subcontract with any "scrutinized company" for any aspect of the performance of this Agreement; and (3) that any products or services to be provided under this Agreement do not originate with any "scrutinized company." The Company agrees to immediately notify the School District if anything in this certification is no longer accurate.

K. Contracting with Self

LB 287 adds a new conflict of interest provision for public employees. Under these new parameters, any public employee whose annual salary and benefits totals at least \$150,000 may not use their official duties to financially benefit themselves or their family. Evidently, a situation arose in a Nebraska city where a city council gave the city manager the authority to enter into contracts for up to a certain amount of money. That city manager then apparently contracted with an immediate family member that, in the end, financially benefitted the city manager. In response, the Legislature amended the conflict of interest statutes to prohibit this type of arrangement. As a standard rule for school administrators, any contract that would financially benefit the administrator or administrator's immediate family (like hiring a spouse's company to mow the school lawn in the summer) should be approved by the Board of Education (instead of the administrator unilaterally signing the contract).

student may be expelled or otherwise disciplined for subsequent conduct as provided in Board policy and state statute.

- g. Returning from Expulsion. At the conclusion of an expulsion, the District will reinstate the student and accept nonduplicative, grade-appropriate credits earned by the student during the term of expulsion from any Nebraska accredited institution or institution accredited by one of the six regional accrediting bodies in the United States.
 - h. Exception for Pre-Kindergarten through Second Grade Students. Notwithstanding the foregoing, no pre-kindergarten through second grade student may be suspended from school, unless the student brings a deadly weapon on school grounds, in a school vehicle, or to a school activity. Instead, the Principal or Principal's designee may implement alternative disciplinary measures on a case-by-case basis if a pre-kindergarten through second grade student engages in misconduct that would otherwise result in a short-term suspension. If a pre-kindergarten through second grade student brings a deadly weapon on school grounds, in a school vehicle, or to a school activity, then the student may be suspended or expelled in accordance with this Policy's disciplinary procedures.
 - i. Religious Freedom. The District will not substantially burden a student's right to religious exercise unless the student's religious exercise is disruptive to the school environment, not permitted by staff, may pose a safety risk, or would otherwise interfere with the school day.
4. Emergency Exclusion: A student may be excluded from school in the following circumstances:
- a. If the student has a dangerous communicable disease transmissible through normal school contacts and poses an imminent threat to the health or safety of the school community; or
 - b. If the student's conduct presents a clear threat to the physical safety of himself, herself, or others, or is so extremely disruptive as to make temporary removal necessary to preserve the rights of other students to pursue an education.

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

If the emergency exclusion will be for five school days or less, the procedures for a short-term suspension shall be followed. If the Superintendent or his or her designee determines that an emergency exclusion shall extend beyond five days, a hearing may be held, upon a parent's timely request, and a final determination made within ten school days after the initial date of exclusion. Such procedures shall substantially comply with the procedures set forth in this policy for a long-term

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

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

1. Student Appearance: Students are expected to dress in a way that is appropriate for the school setting. Students should not dress in a manner that is dangerous to the health and safety of anyone or interferes with the learning environment or teaching process in our school. Following is a list of examples of attire that will not be considered appropriate, such list is not exclusive and other forms of attire deemed inappropriate by the administration may be deemed inappropriate for the school setting:
 - a. Clothing that shows an inappropriate amount of bare skin or underwear (midriffs, spaghetti straps, sagging pants) or clothing that is too tight, revealing or baggy, or tops and bottoms that do not overlap or any material that is sheer or lightweight enough to be seen through, or otherwise of an appropriate size and fit so as to be revealing or drag on the ground.
 - b. Clothing or jewelry that advertises or promotes beer, alcohol, tobacco, or illegal drugs.
 - c. Clothing or jewelry that could be used as a weapon (chains, spiked apparel) or that would encourage “horse-play” or that would damage property (e.g. cleats).
 - d. Head wear including hats, caps, bandannas, and scarves.
 - e. Clothing or jewelry which exhibits nudity, makes sexual references or carries lewd, indecent, or vulgar double meaning.
 - f. Clothing or jewelry that is gang related.

A student who is a member of an indigenous tribe of the United States or another country may wear tribal regalia in any location where the student is authorized to be on such school grounds or at any school function, as long as the tribal regalia does not interfere with the educational process and does not endanger another person, as determined by the administration.

StudentsStudent Discipline

- A. Development of Uniform Discipline System. It shall be the responsibility of the Superintendent to develop and maintain a system of uniform discipline. The discipline which may be imposed includes actions which are determined to be reasonably necessary to aid the student, to further school purposes, or to prevent interference with the educational process, such as (without limitation) counseling and warning students, parent contacts and parent conferences, rearrangement of schedules, requirements that a student remain in school after regular hours to do additional work, restriction of extracurricular activity, or requirements that a student receive counseling upon written consent of the parent or guardian, or in-school suspension. The discipline may also include out-of-school suspension (short-term or long-term) and expulsion.
1. Short-Term Suspension: Students may be excluded by the Principal or the Principal's designee from school or any school function for a period of up to five school days (short-term suspension) on the following grounds:
 - a. Conduct that constitutes grounds for expulsion, whether the conduct occurs on or off school grounds; or
 - b. Other violations of rules and standards of behavior adopted by the Board of Education or the administrative or teaching staff of the school, which occur on or off school grounds, if such conduct interferes with school purposes or there is a nexus between such conduct and school.

The following process will apply to short-term suspensions:

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

The Principal or administrator shall determine who in addition to the parent or guardian is to attend the conference. The Principal shall document their attempt to make a reasonable effort to hold a conference with the parent or guardian.

- e. A student who is on a short-term suspension shall not be permitted to be on school grounds without the express permission of the Principal.
2. Long-Term Suspension: A long-term suspension means an exclusion from school and any school functions for a period of more than five school days but less than twenty school days. A student who is on a long-term suspension shall not be permitted to be on school grounds without the express permission of the Principal. A notice will be given to the student and the parents/guardian when the Principal recommends a long-term suspension. The notice will include a description of the procedures for long-term suspension; the procedures will be those set forth in the Student Discipline Act.
 3. Expulsion:
 - a. Meaning of Expulsion. Expulsion means exclusion from attendance in all schools, grounds and activities of or within the system for a period not to exceed the remainder of the semester in which it took effect unless the misconduct occurred (a) within ten school days prior to the end of the first semester, in which case the expulsion shall remain in effect through the second semester, or (b) within ten school days prior to the end of the second semester, in which case the expulsion shall remain in effect for summer school and the first semester of the following school year, or (c) unless the expulsion is for conduct specified in these rules or in law as permitting or requiring a longer removal, in which case the expulsion shall remain in effect for the period specified therein. Such action may be modified or terminated by the school district at any time during the expulsion period. A student who has been expelled shall not be permitted to be on school grounds without the express permission of the Principal. A notice will be given to the student and the parents/guardian when the Principal recommends an expulsion. The notice will include a description of the procedures for expulsion; the procedures will be those set forth in the Student Discipline Act.
 - b. Suspensions Pending Hearing. When a notice of intent to discipline a student by long-term suspension, expulsion, or mandatory reassignment is filed with the Superintendent, the student may be suspended by the principal until the date the long-term suspension, expulsion, or mandatory reassignment takes effect if the principal determines that the student must be suspended immediately to prevent or substantially reduce the risk of (a) interference with an educational function or school purpose or (b) a personal injury to the student himself or herself, other students, school employees, or school volunteers. If the student is suspended pending the outcome of the

hearing, the student may complete classwork and homework, including, but not limited to, examinations, missed during the period of suspension. During this period, the student will not be required to attend the alternative programs for expelled students in order to complete classwork or homework.

- c. Summer Review. Any expulsion that will remain in effect during the first semester of the following school year will be automatically scheduled for review before the beginning of the school year in accordance with law.
- d. Alternative Education: Students who are expelled may be offered an alternative education program that will enable the student to continue academic work for credit toward graduation. A student will not be required to attend the alternative education program in order to complete classwork and homework. In the event an alternative education program is not provided, a conference will be held with the parent, student, the Principal or another school representative assigned by the Principal, and a representative of a community organization that assists young people or that is involved with juvenile justice to develop a plan for the student in accordance with law.
- e. Suspension of Enforcement of an Expulsion: Enforcement of an expulsion action may be suspended for a period of not more than one full semester in addition to the balance of the semester in which the expulsion takes effect. As a condition of such suspended action, the student and parents will be required to sign a discipline agreement.
- f. Students Subject to Juvenile or Court Probation. Prior to the readmission to school of any student who is less than nineteen years of age and who is subject to the supervision of a juvenile probation officer or an adult probation officer pursuant to the order of the District Court, County Court, or Juvenile Court, who chooses to meet conditions of probation by attending school, and who has previously been expelled from school, the Principal or the Principal's designee shall meet with the student's probation officer and assist in developing conditions of probation that will provide specific guidelines for behavior and consequences for misbehavior at school (including conduct on school grounds and conduct during an educational function or event off school grounds) as well as educational objectives that must be achieved. If the guidelines, consequences, and objectives provided by the Principal or the Principal's designee are agreed to by the probation officer and the student, and the court permits the student to return to school under the agreed to conditions, the student may be permitted to return to school. The student may with proper consent, upon such return, be evaluated by the school for possible disabilities and may be referred for evaluation for possible placement in a special education program. The

student may be expelled or otherwise disciplined for subsequent conduct as provided in Board policy and state statute.

- g. Returning from Expulsion. At the conclusion of an expulsion, the District will reinstate the student and accept nonduplicative, grade-appropriate credits earned by the student during the term of expulsion from any Nebraska accredited institution or institution accredited by one of the six regional accrediting bodies in the United States.
 - h. Exception for Pre-Kindergarten through Second Grade Students. Notwithstanding the foregoing, no pre-kindergarten through second grade student may be suspended from school, unless the student brings a deadly weapon on school grounds, in a school vehicle, or to a school activity. Instead, the Principal or Principal's designee may implement alternative disciplinary measures on a case-by-case basis if a pre-kindergarten through second grade student engages in misconduct that would otherwise result in a short-term suspension. If a pre-kindergarten through second grade student brings a deadly weapon on school grounds, in a school vehicle, or to a school activity, then the student may be suspended or expelled in accordance with this Policy's disciplinary procedures.
 - i. Religious Freedom. The District will not substantially burden a student's right to religious exercise unless the student's religious exercise is disruptive to the school environment, not permitted by staff, may pose a safety risk, or would otherwise interfere with the school day.
4. Emergency Exclusion: A student may be excluded from school in the following circumstances:
- a. If the student has a dangerous communicable disease transmissible through normal school contacts and poses an imminent threat to the health or safety of the school community; or
 - b. If the student's conduct presents a clear threat to the physical safety of himself, herself, or others, or is so extremely disruptive as to make temporary removal necessary to preserve the rights of other students to pursue an education.

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

If the emergency exclusion will be for five school days or less, the procedures for a short-term suspension shall be followed. If the Superintendent or his or her designee determines that an emergency exclusion shall extend beyond five days, a hearing may be held, upon a parent's timely request, and a final determination made within ten school days after the initial date of exclusion. Such procedures shall substantially comply with the procedures set forth in this policy for a long-term

suspension or expulsion, and be modified only to the extent necessary to accomplish the hearing and determination within this shorter time period.

5. Other Forms of Student Discipline: Administrative and teaching personnel may also take actions regarding student behavior, other than removal of students from school, which are reasonably necessary to aid the student, further school purposes, or prevent interference with the educational process. Such actions may include, but are not limited to, counseling of students, parent conferences, rearrangement of schedules, requirements that a student remain in school after regular hours to do additional work, restriction of extracurricular activity, or requirements that a student receive counseling, psychological evaluation, or psychiatric evaluation upon the written consent of a parent or guardian to such counseling or evaluation. The actions may also include in-school suspensions. When in-school suspensions, after-school assignments, or other disciplinary measures are assigned, the student is responsible for complying with such disciplinary measures. A failure to serve such assigned discipline as directed will serve as grounds for further discipline, up to expulsion from school.
- B. Student Conduct Expectations. Students are not to engage in conduct which causes or which creates a reasonable likelihood that it will cause a substantial disruption in or material interference with any school function, activity or purpose or interfere with the health, safety, well being or rights of other students, staff or visitors.
- C. Grounds for Short-Term Suspension, Long-Term Suspension, Expulsion or Mandatory Reassignment. The following conduct has been determined by the Board of Education to have the potential to seriously affect the health, safety or welfare of students, staff and other persons or to otherwise seriously interfere with the educational process. Such conduct constitutes grounds for long-term suspension, expulsion, or mandatory reassignment, and any other lesser forms of discipline. The conduct is subject to the consequence of long-term suspension, expulsion, or mandatory reassignment where it occurs on school grounds, in a vehicle owned, leased, or contracted by the school and being used for a school purpose or in a vehicle being driven for a school purpose by a school employee or an employee's designee, or at a school-sponsored activity or athletic event.
 1. Willfully disobeying any reasonable written or oral request of a school staff member, or the voicing of disrespect to those in authority.
 2. Use of violence, force, coercion, threat, intimidation, harassment, or similar conduct in a manner that constitutes a substantial interference with school purposes or making any communication that a reasonable recipient would interpret as a serious expression of an intent to harm or cause injury to another.
 3. Willfully causing or attempting to cause substantial damage to property, stealing or attempting to steal property of substantial value, repeated damage or theft involving property, or setting or attempting to set a fire of any magnitude.
 4. Causing or attempting to cause personal injury to any person, including any school employee, school volunteer, or student. Personal injury caused by accident, self-

- defense, or other action undertaken on the reasonable belief that it was necessary to protect some other person shall not constitute a violation of this subdivision.
5. Threatening or intimidating any student for the purpose of or with the intent of obtaining money or anything of value from such student or making a threat which causes or may be expected to cause a disruption to school operations.
 6. Knowingly possessing, handling, or transmitting any object or material that is ordinarily or generally considered a weapon or that has the appearance of a weapon or bringing or possessing any explosive device, including fireworks.
 7. Engaging in selling, using, possessing or dispensing of alcohol, tobacco, narcotics, drugs, controlled substance, or an inhalant; being under the influence of any of the above; possession of drug paraphernalia, or the selling, using, possessing, or dispensing of an imitation controlled substance as defined in section 28-401 of the Nebraska statutes, or material represented to be alcohol, narcotics, drugs, a controlled substance or inhalant. Tobacco means any tobacco product (including but not limited to cigarettes, cigars, and chewing tobacco), vapor products (such as e-cigarettes), electronic nicotine delivery systems, alternative nicotine products, tobacco product look-alikes, and products intended to replicate tobacco products either by appearance or effect. Use of a controlled substance in the manner prescribed for the student by the student's physician is not a violation. The term "under the influence" has a less strict meaning than it does under criminal law; for school purposes, the term means any level of impairment and includes even the odor of alcohol or illegal substances on the breath or person of a student; also, it includes being impaired by reason of the abuse of any material used as a stimulant.
 8. Public indecency or sexual conduct.
 9. Engaging in bullying, which includes any ongoing pattern of physical, verbal, or electronic abuse on school grounds, in a vehicle owned, leased, or contracted by a school being used for a school purpose by a school employee or a school employee's designee, or at school-sponsored activities or school-sponsored athletic events.
 10. Sexually assaulting or attempting to sexually assault any person. This conduct may result in an expulsion regardless of the time or location of the offense if a complaint alleging such conduct is filed in a court of competent jurisdiction.
 11. Engaging in any activity forbidden by law which constitutes a danger to other students or interferes with school purposes. This conduct may result in an expulsion regardless of the time or location of the offense if the conduct creates or had the potential to create a substantial interference with school purposes, such as the use of the telephone or internet off-school grounds to threaten.
 12. A repeated violation of any rules established by the school district or school officials if such violations constitute a substantial interference with school purposes.
 13. Truancy or failure to attend assigned classes or assigned activities; or tardiness to school, assigned classes or assigned activities.
 14. The use of language, written or oral, or conduct, including gestures, which is profane or abusive to students or staff members. Profane or abusive language or conduct includes, but is not limited to, that which is commonly understood and

- intended to be derogatory toward a group or individual based upon race, gender, disability, national origin, or religion.
15. Dressing or grooming in a manner which is dangerous to the student's health and safety or a danger to the health and safety of others or repeated violations of the student dress and grooming standards; dressing, grooming, or engaging in speech that is lewd or indecent, vulgar or plainly offensive; dressing, grooming, or engaging in speech that school officials reasonably conclude will materially and substantially disrupt the work and discipline of the school; dressing, grooming, or engaging in speech that a reasonable observer would interpret as advocating illegal drug use.
 16. Willfully violating the behavioral expectations for riding school buses or vehicles.

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

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

Knowingly and intentionally possessing, using, or transmitting a firearm on school grounds, in a school-owned or utilized vehicle, or during an educational function or event off school grounds, or at a school-sponsored activity or athletic event. This conduct shall result in an expulsion for one calendar year. "Firearm" means a firearm as defined in 18 U.S.C. 921, as that statute existed on January 1, 1995. That statute includes the following statement: "The term 'firearm' means (a) any weapon (including a starter gun) which will or is designed to or may readily be converted to expel a projectile by the action of an explosive; (b) the frame or receiver of any such weapon; (c) any firearm muffler or firearm silencer; or (d) any destructive device." The Superintendent may modify such one year expulsion requirement on a case-by-case basis, provided that such modification is in writing. Bringing a firearm or other dangerous weapon to school for any reason is discouraged; however, a student will not be subject to disciplinary action if the item is brought or possessed under the following conditions:

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

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

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

1. Student Appearance: Students are expected to dress in a way that is appropriate for the school setting. Students should not dress in a manner that is dangerous to the health and safety of anyone or interferes with the learning environment or teaching process in our school. Following is a list of examples of attire that will not be considered appropriate, such list is not exclusive and other forms of attire deemed inappropriate by the administration may be deemed inappropriate for the school setting:
 - a. Clothing that shows an inappropriate amount of bare skin or underwear (midriffs, spaghetti straps, sagging pants) or clothing that is too tight, revealing or baggy, or tops and bottoms that do not overlap or any material that is sheer or lightweight enough to be seen through, or otherwise of an appropriate size and fit so as to be revealing or drag on the ground.
 - b. Clothing or jewelry that advertises or promotes beer, alcohol, tobacco, or illegal drugs.
 - c. Clothing or jewelry that could be used as a weapon (chains, spiked apparel) or that would encourage “horse-play” or that would damage property (e.g. cleats).
 - d. Head wear including hats, caps, bandannas, and scarves.
 - e. Clothing or jewelry which exhibits nudity, makes sexual references or carries lewd, indecent, or vulgar double meaning.
 - f. Clothing or jewelry that is gang related.

A student who is a member of an indigenous tribe of the United States or another country may wear tribal regalia in any location where the student is authorized to be on such school grounds or at any school function, as long as the tribal regalia does not interfere with the educational process and does not endanger another person, as determined by the administration.

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

2. Academic Integrity.

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

Cheating and plagiarism violate the standards of academic integrity. Sanctions will be imposed against students who engage in such conduct.

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

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

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

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

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

(iii) Use of Other Student Answers: Copying or looking at another student's answers or work, or sharing answers or work with another student, when taking a test, except as expressly permitted. For example, a

student engages in cheating if the student looks at another student's paper during a test. A student also engages in cheating if the student tells another student answers during a test or while exiting the testing room, or knowingly allows another student to look at the student's answers on the test paper.

- (iv) Use of Other Student to Take Test. Having another person take one's place for a test, or taking a test for another student, without the specific knowledge and permission of the instructor.
- (v) Misrepresenting Need to Delay Test. Presenting false or incomplete information in order to postpone or avoid the taking of a test. For example, a student engages in cheating if the student misses class on the day of a test, claiming to be sick, when the student's real reason for missing class was because the student was not prepared for the test.

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

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

(ii) Re-use of One's Own Papers: Using a substantial portion of a piece of work previously submitted for another course or program to meet the requirements of the present course or program without notifying the instructor to whom the work is presented.

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

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

(v) Misrepresenting Need to Delay Paper. Presenting false or incomplete information in

order to postpone or avoid turning in a paper when due. For example, a student engages in cheating if the student misses class on the day a paper is due, claiming to be sick, when the student's real reason for missing class was because the student had not finished the paper.

- (c) Alteration of Assigned Grades. Any unauthorized alteration of assigned grades by a student in the teacher's grade book or the school records is a serious form of cheating.
- (2) "Plagiarism" means to take and present as one's own a material portion of the ideas or words of another or to present as one's own an idea or work derived from an existing source without full and proper credit to the source of the ideas, words, or works. Plagiarism includes, but is not limited to:
- (a) Failure to Credit Sources: Copying work (words, sentences, and paragraphs or illustrations or models) directly from the work of another without proper credit. Academic work frequently involves use of outside sources. To avoid plagiarism, the student must either place the work in quotations or give a citation to the outside source.
- (b) Falsely Presenting Work as One's Own: Presenting work prepared by another in final or draft form as one's own without citing the source, such as the use of purchased research papers or use of another student's paper.
- (3) "Contributing" to academic integrity violations means to participate in or assist another in cheating or plagiarism. It includes but is not limited to allowing another student to look at your test answers, to copy your papers or lab projects, and to fail to report a known act of cheating or plagiarism to the instructor or administration.
- c. Sanctions: The following sanctions will occur when a student engages in cheating, plagiarism, or contributing to an academic integrity offense:
- (1) Academic Sanction. The instructor will refuse to accept the student's work in which the academic integrity offense took place, assign a grade of "F" or zero for the work, and require the student to complete a test or project in place of the work within such time and under such conditions as the instructor may determine appropriate. In the event the student completes the replacement test or project at a level meeting minimum performance standards, the instructor will assign a grade which the instructor determines to be appropriate for the work.

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

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

E. Law Violations

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

The foregoing reporting standards shall be reviewed annually by the school Board on or before August 1 of each year, be annually reviewed in collaboration with the County Attorney each year, be distributed to each student and his or her parent or guardian at the beginning of each school year, or at the time of enrollment if during the school year, and shall be posted in conspicuous places in each school during the school year.

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

Legal Reference: Neb. Rev. Stat. Sections 79-254 to 79-296
LB 43 (2024)

Date of Adoption: [5/13/24]

Community RelationsPublic Access to School Records - Examination, Making Memoranda, and Copying

1. The School District, through the Superintendent, shall provide interested persons access to the records of the School District as required by law. Such access shall include the opportunity to examine School District records, when permitted by law. The School District shall not make records of individual students, personnel, or other confidential material available, except as allowed by law or compelled by court order.

2. Records may be examined at the School District offices during the hours such offices are open for the ordinary transaction of business. School district offices will be open for the ordinary transaction of business (a) during the school year on such days as school is in session, and (b) during the summer months when school is not in session, Monday through Friday, except legal holidays or other days the District is closed.

3. Records may be obtained in the form in which the record is maintained including, but not limited to, printouts, electronic data, and photocopies. The School District will not be required to produce or generate any record in a new or different form or format modified from that of the original School District record. Copies of records may be made as follows:

(a) Copies may be made by persons using their own copying or photocopying equipment, provided that such copies shall be made on the premises of the School District offices or at a location mutually agreed to by the requester and the School District.

(b) Copies may be obtained from the School District if the School District has copying equipment reasonably available, and upon payment of a fee for providing copies. The Superintendent shall determine a reasonable fee for the copying of school district records, provided that such fee is not to exceed the actual cost of making the copies available. If the copies requested are estimated by the School District to be more than fifty dollars (\$50.00), the School District may require the requester to furnish a deposit prior to fulfilling such request.

4. For residents of Nebraska and news media desiring to submit a public records request to the School District, a requester must submit a written request to the School District. Upon written request for access to records, the School District will provide to the requester as soon as is practicable and without delay, but not more than four (4) business days after actual receipt of the request:

(a) Access to or, if copying equipment is reasonably available, copies of the school district records requested;

(b) A written denial of the request, or portion thereof, if there is a legal basis for such denial of access to school district records on a written form from the school district; or

(c) If the entire request cannot with reasonable good faith efforts be fulfilled within four (4) business days after actual receipt of the request due to the significant difficulty or extensiveness of the request, the school district shall provide a written explanation, including the earliest practicable date for fulfilling the request, and estimate of the expected cost of any copies, and an opportunity to modify or prioritize the items within the request. If the response to the request is expected to require more than eight cumulative hours of staff time spent searching, identifying, physically redacting, or copying, the District may require the requester to furnish a deposit, as permitted under the Public Records Request Laws.

5. For nonresidents of Nebraska, a requester must submit a written request to the School District. The School District may then require the requester to submit a deposit, as permitted under the Public Records Request Laws.

Legal Reference: Neb. Rev. Stat. Sec. 84-712 et seq.

Date of Adoption: [Insert Date]

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Public Access to School Records - Examination, Making Memoranda, and Copying

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(c) If the entire request cannot with reasonable good faith efforts be fulfilled within four (4) business days after actual receipt of the request due to the significant difficulty or extensiveness of the request, the school district shall provide a written explanation, including the earliest practicable date for fulfilling the request, and estimate of the expected cost of any copies, and an opportunity to modify or prioritize the items within the request. If the response to the request is expected to require more than eight cumulative hours of staff time spent searching, identifying, physically redacting, or copying, the District may require the requester to furnish a deposit, as permitted under the Public Records Request Laws.

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Legal Reference: Neb. Rev. Stat. Sec. 84-712 et seq.

Date of Adoption: [5/13/2024]

Internal Board Policies - Methods of Operation

Public Participation at Board Meetings

A. Attend

Members of the public shall be permitted to attend and to speak at Board meetings. They will not be required to identify themselves as a condition for admission to the meeting.

The Board may allow advisors, consultants, and other persons who are not Board members to appear at the meeting via telephone or other similar means.

The President has the authority to assure that people conduct themselves in an orderly manner at the meeting. Undue interruption or other interference with the orderly conduct of business will not be allowed. The President may order persons who are disorderly to be removed from the meeting.

B. Hear

The Board will, upon request, make a reasonable effort to accommodate the public's right to hear the discussion and testimony presented at the meeting.

C. Record

Members of the public may use recording devices (phone, video camera, etc.) to record any part of a board meeting, except for closed sessions. The President shall control the placement of the recording device so the device does not obstruct the view of Board members or other members of the public attending the meeting and does not otherwise interfere with the meeting.

D. Access to Written Materials

At least one copy of all reproducible written material to be discussed at an open meeting will be made available at the meeting for examination and copying by members of the public.

E. Speak

Members of the public will be permitted to speak at Board meetings. Members of the public may also speak when invited to make a presentation or when recognized by the President.

Option #1: For all meetings of the Board, individual speakers shall have up to [redacted] minutes to address the Board, and the Board shall hear up to [redacted] cumulative minutes of public comment. The Board may vote to modify these time limits when the Board deems appropriate. The President may implement other reasonable requirements for public comment, consistent with the Open Meetings Act.

Deleted: at which a public forum is on the Agenda
Deleted: The Board is not required to allow members of the public to speak at each meeting. However, the Board will not forbid public participation at all meetings.

Option #2: For regular meetings of the Board, individual speakers shall have up to [redacted] minutes to address the Board, and the Board shall hear up to [redacted] cumulative minutes of public comment. For all meetings other than regular meetings of the Board, individual speakers shall have up to [redacted] minutes to address the Board, and the Board shall hear up to [redacted] cumulative minutes of public comment. The Board may vote to modify these time limits when the Board deems appropriate. The President may implement other reasonable requirements for public comment, consistent with the Open Meetings Act.

Members of the public will not be required to have their name be placed on the agenda prior to the meeting in order to speak about items on the agenda.

Any member of the public desiring to address the body shall be required to identify himself or herself, including an address and the name of any organization represented by such person, unless the address requirement is waived to protect the security of the individual.

Option #3: To ensure the Board completes its business during meetings other than regular meetings, public comment will be listed at the end of the agenda for all meetings other than regular meetings.

Speakers will be permitted to address the Board consistent with free speech rights. However, offensive language, defamatory remarks, and hostile conduct will not be tolerated. Further, charges or complaints against a school employee shall not be made for the first time at a public Board meeting without having followed the school's complaint procedure.

Deleted: The President or chair for the meeting shall have the authority to establish reasonable time limits for individual speakers and for the duration of public forum sessions. ¶

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Legal Reference: Neb. Rev. Stat. 84-1412

Date of Adoption: [Insert Date]

Internal Board Policies - Methods of OperationPublic Participation at Board MeetingsA. Attend

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The President has the authority to assure that people conduct themselves in an orderly manner at the meeting. Undue interruption or other interference with the orderly conduct of business will not be allowed. The President may order persons who are disorderly to be removed from the meeting.

B. Hear

The Board will, upon request, make a reasonable effort to accommodate the public's right to hear the discussion and testimony presented at the meeting.

C. Record

Members of the public may use recording devices (phone, video camera, etc.) to record any part of a board meeting, except for closed sessions. The President shall control the placement of the recording device so the device does not obstruct the view of Board members or other members of the public attending the meeting and does not otherwise interfere with the meeting.

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Members of the public will not be required to have their name be placed on the agenda prior to the meeting in order to speak about items on the agenda.

Any member of the public desiring to address the body shall be required to identify himself or herself, including an address and the name of any organization represented by such person, unless the address requirement is waived to protect the security of the individual.

Option #3: To ensure the Board completes its business during meetings other than regular meetings, public comment will be listed at the end of the agenda for all meetings other than regular meetings.

Speakers will be permitted to address the Board consistent with free speech rights. However, offensive language, defamatory remarks, and hostile conduct will not be tolerated. Further, charges or complaints against a school employee shall not be made for the first time at a public Board meeting without having followed the school's complaint procedure.

Legal Reference: Neb. Rev. Stat. 84-1412

Date of Adoption: [5/13/2024]

Business OperationsPurchasing Policies

The Superintendent shall ensure that all purchases are made in the interest of economy and efficiency. Where necessary, standards and procedures shall be established to accomplish the following policies of the Board of Education:

1. Purchases up to \$5,000. For the greatest efficiency in expediting purchases, the administration shall be authorized to purchase any item specifically budgeted which has a sale price within the established limit.
2. Purchases from \$5,000 up to \$90,000. The Superintendent shall request the submission of proposals for purchases which have a sale price within the established limit. The Superintendent shall receive and evaluate all proposals in making a recommendation to the Board of Education for acceptance. The Board of Education may review all proposals submitted relating to the recommended purchase. Since this is a proposal system, not a bidding process, the school district in no way shall be obligated to arbitrarily award the contract to the lowest proposal, but shall reserve the right to reject any and all proposals or to waive any informality in any proposal it deems advisable, and to award to the proposer which, in its opinion, is most desirable.
3. Purchases of \$90,000 and above. The Superintendent shall advertise for sealed bids which shall be opened in conformity with any applicable laws and in compliance with any procedures established by the Superintendent. The Board retains the right to determine the responsibility of the bidders, and shall award the contract to the lowest responsible bidder meeting specifications, be the bidder a member or apart from the local community.
4. These purchasing limits or requirements will not apply in the event of a time-sensitive purchase, or a purchase where these requirements would not reasonably or practically apply, as long as the Superintendent obtains prior approval from the Board President, and the Board of Education subsequently ratifies said purchase at a subsequent Board meeting.
5. Any school employee who orders any supplies or equipment outside of that which has been included in the annual budget and without written authorization of the principal or Superintendent shall be personally liable for payment for the supplies or equipment purchased.
6. School employees or students purchasing supplies and equipment out of an activity account must first secure a purchase order from the principal authorizing the purchase. Failure to do so will cause the person to be personally liable for payment for the supplies or equipment purchased.
7. The District need not comply with the bidding requirements if the District purchases property from the Nebraska State Purchasing Bureau, so long as the Nebraska State

Purchasing Bureau competitively bid the purchase of property.

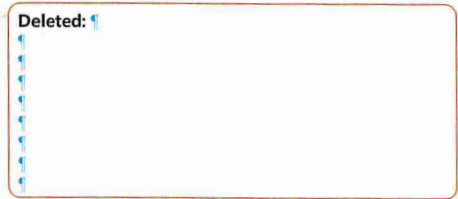
8. Notwithstanding anything to the contrary, no employee may enter into any agreement or understanding on behalf of the District that may financially benefit the employee, member of the employee's immediate family, or a business with which the employee is associated, unless the Board of Education approves such contract or arrangement in advance.

Credit Card Purchasing Program

1. The Board of Education authorizes the Superintendent or designee to contract with one or more financial institutions, card-issuing banks, credit card companies, charge card companies, debit card companies, or third-party merchant banks capable of operating a purchasing card program on behalf of the District.
2. The Board of Education delegates to the Superintendent or designee: (a) the determination of the type of purchasing card or cards to be utilized in the District's purchasing card program; and (b) the determination of which employees shall be approved or disapproved to be assigned a purchasing card in the District's purchasing card program. The Superintendent shall submit the approved names to the Board, from time to time.
3. The District's purchasing card program may only be utilized for the purchase of goods and services for and on behalf of the District. No officer or employee of the District shall use a purchasing card for any unauthorized use.
4. An itemized receipt for purposes of tracking expenditures shall accompany all purchasing card purchases. In the event that a receipt does not accompany an authorized cardholder's purchase, the Superintendent or designee shall temporarily or permanently suspend said cardholder's purchasing card privileges.
5. Upon the termination or suspension of employment of an individual using a purchasing card, the Superintendent or designee shall immediately close such individual's purchasing card account and said employee shall immediately return the purchasing card.

Legal Reference: Neb. Rev. Stat. Sec. 13-610
Neb. Rev. Stat. Sec. 49-1401, et seq

Date of Adoption: [Insert Date]



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3. Purchases of \$90,000 and above. The Superintendent shall advertise for sealed bids which shall be opened in conformity with any applicable laws and in compliance with any procedures established by the Superintendent. The Board retains the right to determine the responsibility of the bidders, and shall award the contract to the lowest responsible bidder meeting specifications, be the bidder a member or apart from the local community.
4. These purchasing limits or requirements will not apply in the event of a time-sensitive purchase, or a purchase where these requirements would not reasonably or practically apply, as long as the Superintendent obtains prior approval from the Board President, and the Board of Education subsequently ratifies said purchase at a subsequent Board meeting.
5. Any school employee who orders any supplies or equipment outside of that which has been included in the annual budget and without written authorization of the principal or Superintendent shall be personally liable for payment for the supplies or equipment purchased.
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7. The District need not comply with the bidding requirements if the District purchases property from the Nebraska State Purchasing Bureau, so long as the Nebraska State

Purchasing Bureau competitively bid the purchase of property.

8. Notwithstanding anything to the contrary, no employee may enter into any agreement or understanding on behalf of the District that may financially benefit the employee, member of the employee's immediate family, or a business with which the employee is associated, unless the Board of Education approves such contract or arrangement in advance.

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3. The District's purchasing card program may only be utilized for the purchase of goods and services for and on behalf of the District. No officer or employee of the District shall use a purchasing card for any unauthorized use.
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5. Upon the termination or suspension of employment of an individual using a purchasing card, the Superintendent or designee shall immediately close such individual's purchasing card account and said employee shall immediately return the purchasing card.

Legal Reference: Neb. Rev. Stat. Sec. 13-610
Neb. Rev. Stat. Sec. 49-1401, et seq

Date of Adoption: [5/13/2024]

Internal Board Policies - Methods of Operation

Designated Method of Giving Notice of Meetings

The Board of Education will give advance notice of meetings by publishing such notice in a newspaper of general circulation within the District's jurisdiction and, if available, on such newspaper's web site. If a newspaper refuses, neglects, or is unable to timely publish such notice, then notice may be given by (1) posting on the newspaper's website, if available, and (2) posting such notice in conspicuous public places within the District. The Board Secretary shall keep a written record of such postings.

Notice shall be given a reasonable time in advance of the meeting. Two (2) days advance notice shall be considered sufficient.

For an emergency meeting, notice shall not be required to be given; however, the Board will complete minutes for such an emergency meeting as required by law. An emergency has been defined as any event or occasional combination of circumstances which calls for immediate action or remedy; pressing necessity; exigency; a sudden or unexpected happening; an unforeseen occurrence or condition.

The Secretary of the Board of Education, or the Secretary's designee, shall maintain a list of the news media requesting notification of meetings and shall make reasonable efforts to provide advance notification to such news media of the time and place of each meeting and the subjects to be discussed at the meeting.

Legal Reference: Neb. Rev. Stat. Sections 79-554; 79-555 and 84-1411

Date of Adoption: [5/13/2024]

Students

Promotion and Retention

Students will typically progress annually from grade to grade. A student may be retained at a grade level or be required to repeat a course or program when such is determined in the judgment of the Principal, in consultation with the student’s teachers and counselor, to be appropriate for the educational interests of the student and the school’s educational program.

If a parent or guardian would like their student to retake a grade level, the parent or guardian must meet with the Superintendent or designee to discuss the student repeating a grade. At that meeting, the parent or guardian must provide evidence of academic needs, illness, or excessive absenteeism that would warrant the student to repeat the grade. A student in kindergarten through fourth grade may be retained due to academic needs, illness, or excessive absenteeism. A student in grades fifth through twelfth grade may be retained due to excessive absenteeism. At such meeting, the Superintendent or designee shall identify any alternative educational opportunities, including remedial instruction, if applicable, and verify any special education supports available to such student. If the student’s parent or guardian still intends for their student to repeat a grade, such parent or guardian shall then complete the required form and return such form to the District. Upon completion of the form and if all requirements pursuant to this policy and law are met, the District shall permit the student to repeat the student’s grade for the next school year.

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Legal Reference: Neb. Rev. Stat. Sec. 79-526

Date of Adoption: [Insert Date]

StudentsPromotion and Retention

Students will typically progress annually from grade to grade. A student may be retained at a grade level or be required to repeat a course or program when such is determined in the judgment of the Principal, in consultation with the student's teachers and counselor, to be appropriate for the educational interests of the student and the school's educational program.

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Legal Reference: Neb. Rev. Stat. Sec. 79-526

Date of Adoption: [5/13/24]

Business OperationsContracting for Services

Contractual services which by their nature are not adapted to award by competitive bidding, such as contracts for the services of individuals possessing a high degree of professional skill, where the ability or fitness of the individual plays an important part, are not subject to bid but are subject to approval by the Board of Education in conformity with established policy.

Every contract for services to be provided to [Name] Public Schools shall require that the contractor use a federal immigration verification system to determine the work eligibility status of new employees physically performing services within the State of Nebraska. Such requirement shall be deemed to be included and a part of the terms of every contract for services with the School District, including but not limited to oral contracts.

For any company that submits a bid or proposal for any technology-related product or service, and before entering into any contract with any company for any technology-related product or service, the company must certify that: (1) the company is not a scrutinized company (as defined by law); (2) the company will not subcontract with any scrutinized company for any aspect of performance of the contemplated contract; and (3) any products or services to be provided do not originate with a scrutinized company. The District will not knowingly enter into any contract with any scrutinized company.

Legal Reference: Neb. Rev. Stat. Sec. 4-114
LB 1300 (2024)

Date of Adoption: [Insert Date]

Business Operations

Contracting for Services

Contractual services which by their nature are not adapted to award by competitive bidding, such as contracts for the services of individuals possessing a high degree of professional skill, where the ability or fitness of the individual plays an important part, are not subject to bid but are subject to approval by the Board of Education in conformity with established policy.

Every contract for services to be provided to Alma Public Schools shall require that the contractor use a federal immigration verification system to determine the work eligibility status of new employees physically performing services within the State of Nebraska. Such requirement shall be deemed to be included and a part of the terms of every contract for services with the School District, including but not limited to oral contracts.

For any company that submits a bid or proposal for any technology-related product or service, and before entering into any contract with any company for any technology-related product or service, the company must certify that: (1) the company is not a scrutinized company (as defined by law); (2) the company will not subcontract with any scrutinized company for any aspect of the performance of the contemplated contract; and (3) that any products or services to be provided do not originate with a scrutinized company. The District will not knowingly enter into any contract with any scrutinized company.

Legal Reference: Neb. Rev. Stat. Sec. 4-114
 LB 1300 (2024)

Date of Adoption: [5-13-24]

Internal Board Policies - Board Members

Membership in School Board Associations

The Board of Education shall hold memberships in such school board associations as it may from time to time determine appropriate.

The Board will list on the school's website the organizations and memberships that the Board belongs to and the annual membership dues (if any) for such organizations and memberships, as well as the fees paid by the Board to any individual lobbyist or lobbying firm (if any).

Legal Reference: Neb. Rev. Stat. Sec. 79-512
LB 304 (2024)

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Legal Reference: Neb. Rev. Stat. Sec. 79-512
 LB 304 (2024)

Date of Adoption: [5-13-2024]

InstructionFirearm Policy

It shall be the policy of the Alma Public School District to undertake all reasonable efforts to prohibit the unlawful possession, the knowingly and intentionally selling, attempting to sell, providing, loaning, delivering, or in any other way transferring the possession of a firearm to a juvenile, and to prevent the unlawful possession of a firearm, including concealed firearms, in a school, on school grounds, in a school owned vehicle, or at a school sponsored activity or athletic event. This policy shall not apply to the issuance of firearms to or possession by members of the Armed Services of the United States, active or reserve, National Guard of the State, or Reserve Officers' Training Corps, peace officers, or qualified law enforcement officers or qualified retired law enforcement officers, as defined by and pursuant to state and federal law. Further, nothing in this policy shall be construed to require school action when a firearm is lawfully possessed by a person receiving instruction, or instruction under the immediate supervision of an adult instructor, or as to firearms contained within a private vehicle operated by someone other than a minor or prohibited person, as defined by law, and are enclosed in a case or inside the glove box, trunk, or other compartment of the vehicle, a storage box securely attached to the vehicle, or, if the vehicle is a motorcycle, other than an autocycle, a hardened compartment securely attached to the motorcycle while the vehicle is in or on such parking area.

Any unlawful use or possession of a firearm, including concealed firearms, as described in this policy and as described by statute shall as soon as is reasonably possible be reported to an appropriate peace officer. Nothing in this policy shall be construed to prevent the district from carrying out regular disciplinary procedures as have been adopted by the Board of Education or as otherwise authorized by law.

Legal Reference: Neb. Rev. Stat. Sec. 28-1204.04

Date of Adoption: [5/13/2024]

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 District will maintain an accurate record of student attendance.

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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 may be required to 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 (including physical or mental 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 vacations or other events that do not meet the criteria for a School Excused absence.
 - (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.

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 [Name] Public Schools or resides in the [Name] 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 District staff member or board member 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 Superintendent’s designee to be the 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 school
- 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 of at least twenty days which are Not School Excused, one or more meetings will be held between the school, 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 include, if agreed to by the person who is responsible for making educational decisions on behalf of the child, an educational evaluation to determine whether any intellectual, academic, physical, or social-emotional barriers are contributing factors to the lack of attendance. The plan shall also consider, but not be limited to:

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

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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.

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 District will 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 may be required to 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 (including physical or mental 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 vacations or other events that do not meet the criteria for a School Excused absence.
 - (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.
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 [Name] Public Schools or resides in the [Name] 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 District staff member or board member 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 Superintendent's designee to be the 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 school
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 of at least twenty days which are Not School Excused, one or more meetings will be held between the school, 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 include, if agreed to by the person who is responsible for making educational decisions on behalf of the child, an educational evaluation to determine whether any intellectual, academic, physical, or social-emotional barriers are contributing factors to the lack of attendance. The plan shall also consider, but not be limited to:

- (a) The physical, mental, or behavioral health of the child.
- (b) Educational counseling;
- (c) Referral to community agencies for economic services;
- (d) Family or individual counseling; and
- (e) 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 school year. The school shall notify the child's family in writing prior to making the referral to the county attorney. Illness (including physical or mental illness) that makes attendance impossible or impracticable shall not be the basis for referral to the county attorney.

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

Date of Adoption: [5-13-2024]

StudentsOption EnrollmentA. Process and Time Lines to Option In

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

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

Provisions for Waiver of Application Deadline (Choose one or modify as desired):**Option 1 (Waiver unless at capacity):**

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

Option 2 (Limited Deadline Waiver):

The application deadline will not be waived by the School District for applications to option into the [Name] Public School District, except in the following circumstances:

1. **Siblings:** The application deadline will be waived where the application is for a student who is the sibling of a student attending [Name] Public Schools as of the time the application is filed. A "sibling" for this purpose means a child who resides in the same household on a permanent basis with a student who is currently attending the School District and who has the same natural or adoptive parent or who is a stepbrother or stepsister.
2. **Kindergarten:** The application deadline will be waived where the application is for a student who is seeking to enroll and attend the Kindergarten grade level provided the application was filed on or before June 1 prior to the first semester of the next school year.
3. **Release Approval:** For the foregoing exceptions, the application must contain a release approval from the resident district or, if the student attends a different district as an option student, the student's current option district.

4. Other Conditions: The waiver of the deadline in the above circumstances does not require acceptance of the application, as such applications may be rejected for reasons other than late filing.
5. Capacity: For the foregoing exceptions, the application deadline shall not be waived if the application is for enrollment in any program, class, grade level or school building operated by this School District which have been determined by the School District to be at capacity in accordance with the capacity standards (Appendix "1"), and no waiver of the deadline shall be made for such an application regardless of whether such capacity determinations are declared invalid for any reason. For any option application for a student that would receive or could be eligible to receive special education or related services, the Director of Special Education or designee shall conduct a case-by-case analysis to determine if the District has the capacity to provide the student with the appropriate services and accommodations.

B. Rejection of Applications: Reasons

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

The Director of Special Education shall review on a case-by-case basis all option applications for students that would receive or could be eligible to receive special education or related services. If the Director or designee determines that the District does not have the capacity to provide the student with the appropriate services and accommodations, then the Director or designee shall send a denial notice to the parent(s) or guardian(s) and include a description of services and accommodations that the District does not have the capacity to provide.

2. Timeliness: An option enrollment application shall be rejected in the event the application is not filed on or before the April 1st immediately preceding the school year in which enrollment is sought, and the filing deadline has not been waived.
3. Previous Option Enrollment: An option enrollment application shall be rejected in the event the student has exhausted their option enrollments in other school districts, as determined by state law.
4. Other Reasons: An option enrollment application may be rejected in the event the Superintendent, the Superintendent's designee, or the School District determines: The application is not submitted on a form prescribed by the State Department of Education, is not completely and accurately filled in, is not received within the time required by law, or any additional information requested to be supplied is not supplied to the School District within the time lines indicated; or in the event acceptance of the application is not required by law. Matters which are legally

Deleted: previously filed an option enrollment application for enrollment in any School District and has had such application accepted, unless a statutory exception to the "one-time" rule is applicable to the student's circumstance.

prohibited from being considered as standards for acceptance or rejection of applications (including “previous academic achievement, athletic or extracurricular ability, disabilities, proficiency in the English language, or previous disciplinary proceedings” and further including, without limitation, race, national origin, and gender) shall not be considered as reasons for acceptance or rejection.

C. Priority of Acceptance

Priority shall be accorded in the following order: (1) those applications required to be given priority by law, (2) those with a sibling in attendance at [Name] Public Schools, with priority within this group being given to those who had earliest filed applications, and (3) those without an option student sibling in attendance at [Name] Public Schools, with priority within this group to those who had earliest filed applications.

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

D. Determination of Capacity

The School District will determine and set, on an annual basis, the maximum number of option enrollment applications the School District will accept in any program, class, grade level or school building operated by this School District, based upon available staff, facilities, projected enrollment of resident students, projected number of students with which this School District will contract based on existing contractual arrangements, and may declare a program, class or school unavailable to option students due to lack of capacity. Such determinations may be made in the form of an Appendix “1” to this Policy. The determination and declaration made for any school year shall continue in effect for the next and subsequent school years unless otherwise determined and/or declared. The capacity for special education services shall be determined on a case-by-case basis as determined by the Director of Special Education or designee.

E. Releases for Options Out

Provisions for Release (Choose one or modify as desired):

Option 1 (Release unless Expulsion is Pending):

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

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Option 2 (Release Conditions):

A request for release of a resident student of or option student currently attending, [Name] Public School District who submits an enrollment option application after March 15 or any other statutory deadline will be granted only on the following conditions:

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1. Kindergarten: A release will be granted where the application is for a student who is seeking to enroll and attend the Kindergarten grade level provided the application was filed on or before June 1 prior to the first semester of the next school year.
2. Siblings: A release will be granted where the application would allow the student to attend the same school as a sibling. A "sibling" for this purpose means a child who resides in the same household on a permanent basis with a student who is currently enrolled in the option district and who has the same natural or adoptive parent or who is a stepbrother or stepsister.
3. Educational Programming: A release will be granted where the needs of the student require the District to obtain additional staffing or equipment and it is in the best interests of the District and the student to enroll in the option district. The determination of whether this condition is met shall be made by the Superintendent or the Superintendent's designee.
4. No Pending Expulsion: The deadline shall not be waived if the administration is considering or has recommended expulsion of the student at the time the application is filed, and the administration determines it is appropriate to complete the expulsion process.

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

F. Notification of Acceptance or Rejection

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

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

G. Status of Option Student

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

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

1. The [Name] Public School District may, upon mutual agreement with the parent or legal guardian of an option student, provide transportation to the option student on the same basis as provided for resident students. The school district may charge the parents of each option student transported a fee sufficient to recover the additional costs of such transportation.
2. Option students who qualify for free lunches are eligible for either free transportation or transportation reimbursement from the option school district. The District's policy is that the District selects which service (transportation or reimbursement) is to be provided to students.
3. For option students receiving special education services, the transportation services required in the student's Individualized Education Plan shall be provided by the resident school district.

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

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

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

Date of Adoption: [Insert Date]

StudentsOption EnrollmentA. Process and Time Lines to Option In

For a student to attend Alma Public Schools as an option enrollment student, the student's parent or legal guardian must submit an application to the Board of Education of the Alma Public School District between September 1 and March 15 for enrollment during the following and subsequent school years (the "application period").

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

Provisions for Waiver of Application Deadline

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

B. Rejection of Applications; Reasons

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

The Superintendent with input from the principal and special education staff shall review on a case-by-case basis all option applications for students that would receive or could be eligible to receive special education or related services. If the Superintendent or designee determines that the District does not have the capacity to provide the student with the appropriate services and accommodations, then the Superintendent or designee shall send a denial notice to the parent(s) or guardian(s) and include a description of services and accommodations that the District does not have the capacity to provide.

2. Previous Option Enrollment: An option enrollment application shall be rejected in the event the student has exhausted their option enrollments in other school

districts, as determined by state law.

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

C. Priority of Acceptance

Priority shall be accorded in the following order: (1) those applications required to be given priority by law, (2) those with a sibling in attendance at Alma Public Schools, with priority within this group being given to those who had earliest filed applications, and (3) those without an option student sibling in attendance at Alma Public Schools, with priority within this group to those who had earliest filed applications.

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

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The School District will determine and set, on an annual basis, the maximum number of option enrollment applications the School District will accept in any program, class, grade level or school building operated by this School District, based upon available staff, facilities, projected enrollment of resident students, projected number of students with which this School District will contract based on existing contractual arrangements, and may declare a program, class or school unavailable to option students due to lack of capacity. Such determinations may be made in the form of an Appendix "1" to this Policy. The determination and declaration made for any school year shall continue in effect for the next and subsequent school years unless otherwise determined and/or declared. The capacity for special education services shall be determined on a case-by-case basis as determined by the Director of Special Education or designee.

E. Releases for Options Out

Option 1 (Release unless Expulsion is Pending):

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

process.

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

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

G. Status of Option Student

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

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1. The Alma Public School District may, upon mutual agreement with the parent or legal guardian of an option student, provide transportation to the option student on the same basis as provided for resident students. The school district may charge the parents of each option student transported a fee sufficient to recover the additional costs of such transportation.
2. Option students who qualify for free lunches are eligible for either free transportation or transportation reimbursement from the option school district. The District's policy is that the District selects which service (transportation or reimbursement) is to be provided to students.
3. For option students receiving special education services, the transportation services required in the student's Individualized Education Plan shall be provided by the resident school district.

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

As part of the option enrollment program, the administration shall make information about

the Alma Public Schools and its school, programs, policies and procedures available to all interested persons and shall have a copy of the option enrollment policy and regulations available at each school building.

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

Date of Adoption: [5/13/2024]

Personnel - Certificated Employees

Teacher Training

The district shall provide and promote development programs for all professional staff - Superintendent, principals, teachers and the Board of education. Features of the staff development program:

1. Staff development resources and time shall be allocated in keeping with the key values and priorities of the district.
2. The staff development program shall concentrate on the programs and practices of effective schools and teaching, goal setting, assessment procedures, evaluation of staff, and the change process.
3. Content shall be selected that has been verified by research to improve student outcomes.
4. Teachers shall be actively involved in initiating, planning, and conducting the development programs for teachers.

At least annually, the administration will present to the Board the planned staff training as required by law. The Board will then approve those training requirements if the Board determines that the length of each training is reasonable.

Legal Reference: LB 1329 (2024)

Date of Adoption: [Insert Date]

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Legal Reference: LB 1329 (2024)

Date of Adoption: [5/13/2024]

StudentsGraduation

To participate in commencement exercises or receive a [Name] Public Schools diploma, a student must fully complete all requirements for graduation prior to the official commencement exercises, and complete other administrative requirements or conditions. Students who graduate from [Name] Public Schools must accumulate 220 hours. The total graduation requirements must include the following core curriculum:

English Language Arts	40	Semester Hours
Science	30	Semester Hours
Math	30	Semester Hours
Social Studies	30	Semester Hours
Physical Education	10	Semester Hours
Required	110	Semester Hours
Electives	90	Semester Hours

In addition, every student must complete at least one five-credit high school course in personal finance or financial literacy prior to graduation. Each student shall also complete and submit a Free Application for Federal Student Aid prior to graduation, unless the required opt-out form is completed by either: (1) the student's parent or legal guardian; (2) the Principal, if the Principal determines that good cause exists not to require the student to complete the FAFSA; or (3) an emancipated student or student of at least 19 years of age.

Legal Reference: Neb. Rev. Stat. Sec. 79-729
 Neb. Rev. Stat. Sec. 79-3003
 NDE Rule 10

Date of Adoption: [Insert Date]

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Legal Reference: Neb. Rev. Stat. Sec. 79-729
 Neb. Rev. Stat. Sec. 79-3003
 NDE Rule 10

Date of Adoption: [5/13/2024]

InstructionClassroom Environment

At all times, teachers are expected to organize, maintain and ensure that their classroom is in a safe, orderly and clean condition for student learning. Classrooms should be free from distractions (such as inappropriate or unprofessional posters or other displays) and other apparatus that may cause student health problems (such as essential oils and/or essential oil diffusers). Teachers who are uncertain as to whether their classroom meets this requirement are encouraged to consult with their building principal in a proactive manner.

The District will only permit the Gall-Peters projection map (or a similar cylindrical equal-area projection map) or the AuthaGraph projection map for display or use in the classroom.

Legal Reference: LB 1329 (2024)

Date of Adoption: [Insert Date]

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Legal Reference: LB 1329 (2024)

Date of Adoption: [5/13/2024]

Business OperationsMeal Charge Policy

It is the policy of the District to comply with the National School Lunch Program and School Breakfast Program and all other federal grant programs that provide free or reduced meals to qualifying students.

Student Eligibility

Families of students who may be eligible for free or reduced price school meals should submit an application to determine their eligibility. Applications are available through the Superintendent or Superintendent's designee. As long as an application is submitted on or after July 1, the application will be considered current for the new school year. A student may become eligible for free or reduced meals at any time during the school year if the household experiences a change in financial circumstances.

Meal Account Balances

The District will ensure that families can check their meal account balances in a manner other than exclusively online. The District will ensure that at least one form of meal account payment is free of charge.

The District encourages families to pre-pay without charge for free or reduced price meals. Notwithstanding the option to pre-pay, students and families will have a method to add funds during the school day. Any balance remaining in a pre-paid account shall carry over into the next month. Households approved for free or reduced price meals with funds remaining in their meal account at the end of the school year shall receive a refund. When a student leaves the District or graduates, the District shall attempt to contact the student's household to return any funds remaining in the student's meal account.

Unpaid meal charges may be carried over at the end of the school year as a delinquent debt and the District shall undertake reasonable collection efforts to collect unpaid meal charges classified as delinquent debt, pursuant to and in compliance with state and federal law. The District shall maintain records of its collection efforts and, once delinquent meal charges are converted to bad debt, its documentation establishing and handling of the bad debt.

The District will not use a debt collection agency to collect or attempt to collect, directly or indirectly, debts due or assessed to be owed for outstanding debts on a school lunch or breakfast account of any student. Nor will the District assess or collect any interest, fees, or other monetary penalties for outstanding debts on a school lunch or breakfast account of any student.

Student Confidentiality

The District will disclose individual student eligibility information only to those persons (and organizations) who require the information in order to carry out an activity specifically authorized

by the National School Lunch Act, subject to applicable legal exceptions.

The District shall not use or implement any colored or coded meal cards, tickets, tokens, or other methods of payment that would overtly identify a student as being eligible for free or reduced price meals.

Distribution Annually

This policy shall be provided or made available to all students' households at the start of each school year and to households transferring to the District during the school year.

This policy shall also be provided annually to District staff members responsible for the enforcement of this policy, including food service professionals.

The Superintendent or the Superintendent's designee shall maintain documentation of the annual distribution of this policy to students' households and District staff.

Legal Reference: Richard B. Russell National School Lunch Act (42 U.S.C. Sec. 1751);
U.S.D.A. Memorandum SP 57-2016.
[LB 1329 \(2024\)](#)

Date of Adoption: [Insert Date]



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U.S.D.A. Memorandum SP 57-2016.
LB 1329 (2024)

Date of Adoption: [5/13/24]

Students

Preschool Enrollment

The District's preschool program shall be operated in accordance with this policy.

Eligibility

The Superintendent or designee will develop and maintain eligibility guidelines for children to enroll in the District's preschool program.

If the Superintendent or designee determines that the preschool program is at capacity, then children will be admitted to the daycare program in the following order of priority:

1. Those students that are required by law to participate or be given a preference in the preschool program;
2. Resident students who are or will turn four-years old during the school year;
3. Resident students who are not otherwise eligible to enroll in kindergarten;
4. Non-resident students who are not eligible to enroll in kindergarten;
5. Resident or non-resident students who are eligible to enroll in kindergarten.

The Superintendent or designee shall have the authority to implement and interpret capacity and enrollment decisions to ensure the best interests of the District and its preschool program, and there shall be no appeal process to the Board of Education related to the Superintendent or designee's decision.

Enrollment Process

Enrollment for the preschool program will be conducted on an annual basis. Parents or legal guardians must complete and submit a preschool enrollment application form by the specified deadline. Applications will be reviewed, and enrollment decisions will be based on available space, eligibility criteria, and other factors deemed appropriate by District staff. Parents will be notified of their child's enrollment status within a reasonable timeframe after the application deadline.

Waitlist

In the event that the number of applicants exceeds the preschool program's capacity, a waitlist may be established. Priority on the waitlist may be given to eligible children based on the priorities listed in this policy. Parents will be notified if their child is placed on the waitlist and will receive updates regarding their status if openings become available.

Compliance

All aspects of this policy shall be implemented in accordance with applicable state and federal laws, regulations, and guidelines related to preschool education and enrollment.

Date of Adoption: [5/13/2024]

Business OperationsEmergency Response Mapping

Alma Public Schools will provide mapping data to public safety agencies for use in response to emergencies. The mapping data will be provided in an electronic or digital format and will contain all information identified in state statute and as reasonably requested by the public safety agencies.

At least annually, the District will certify to the appropriate public safety agencies that the mapping data provided to the public safety agencies is accurate or, if information has changed, provide the appropriate public safety agencies with updated mapping data.

Legal Reference: LB 1329 (2024)

Date of Adoption: [Insert Date]

Students

Preschool Enrollment

The District's preschool program shall be operated in accordance with this policy.

Eligibility

The Superintendent or designee will develop and maintain eligibility guidelines for children to enroll in the District's preschool program.

If the Superintendent or designee determines that the preschool program is at capacity, then children will be admitted to the daycare program in the following order of priority:

1. Those students that are required by law to participate or be given a preference in the preschool program;
2. Resident students who are or will turn four-years old during the school year;
3. Resident students who are not otherwise eligible to enroll in kindergarten;
4. Non-resident students who are not eligible to enroll in kindergarten;
5. Resident or non-resident students who are eligible to enroll in kindergarten.

The Superintendent or designee shall have the authority to implement and interpret capacity and enrollment decisions to ensure the best interests of the District and its preschool program, and there shall be no appeal process to the Board of Education related to the Superintendent or designee's decision.

Enrollment Process

Enrollment for the preschool program will be conducted on an annual basis. Parents or legal guardians must complete and submit a preschool enrollment application form by the specified deadline. Applications will be reviewed, and enrollment decisions will be based on available space, eligibility criteria, and other factors deemed appropriate by District staff. Parents will be notified of their child's enrollment status within a reasonable timeframe after the application deadline.

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Compliance

All aspects of this policy shall be implemented in accordance with applicable state and federal laws, regulations, and guidelines related to preschool education and enrollment.

Date of Adoption: [5/13/2024]

LEGISLATIVE BILL 71

Approved by the Governor April 15, 2024

Introduced by Sanders, 45; Albrecht, 17; Briese, 41; Linehan, 39; Murman, 38; Lippincott, 34; Dover, 19; Ballard, 21.

A BILL FOR AN ACT relating to education; to amend sections 79-530, 79-531, 79-532, 79-533, 79-1101, and 79-1103, Reissue Revised Statutes of Nebraska, and section 79-1003, Revised Statutes Cumulative Supplement, 2022; to change provisions relating to the involvement of parents and guardians in the education of their children; to require each public school district to develop and adopt a policy relating to the rights of each parent and guardian to access testing information and curriculum and excuse their child from certain instruction or activities; to provide powers and duties to the Commissioner of Education and the State Board of Education; to redefine terms under the Tax Equity and Educational Opportunities Support Act; to restate legislative intent, redefine a term, and change provisions relating to early childhood education; to provide a process for a parent or guardian to request that such person's child repeat a grade under certain circumstances; to eliminate obsolete provisions; and to repeal the original sections.
Be it enacted by the people of the State of Nebraska,

Section 1. Section 79-530, Reissue Revised Statutes of Nebraska, is amended to read:

79-530 (1) For purposes of sections 79-530 to 79-533 and sections 5 to 7 of this act, educational decisionmaker means a person designated or ordered by a court to make educational decisions on behalf of a child.

(2) The Legislature finds and declares:

(a) ~~(1)~~ That parental involvement of parents, guardians, and educational decisionmakers is a key factor in the education of children;

(b) ~~(2)~~ That such individuals parents need to be informed of the educational practices affecting their children; and

(c) ~~(3)~~ That public schools should foster and facilitate access by such individuals to parental information about and involvement in educational practices affecting their children.

(3) It is the intent of the Legislature, through the enactment of sections 79-531 to 79-533 and sections 5 to 7 of this act, to strengthen the level of parental involvement and participation by parents, guardians, and educational decisionmakers in the public school system of the state.

Sec. 2. Section 79-531, Reissue Revised Statutes of Nebraska, is amended to read:

79-531 (1) On or before July 1, 2025 ~~1995~~, each public school district in the state shall develop and adopt a policy stating how the district will seek to involve parents, guardians, or educational decisionmakers in the education of their children schools and the rights of each parent, guardian, or educational decisionmaker to: what parents' rights shall be relating to access to the schools,

(a) Access testing information, and curriculum; and matters.

(b) Request that a child be excused from specific instruction or activities.

(2) The policy of each public school district relating to how the district will seek to involve parents in the schools and what rights parents have relating to access to schools that is in effect prior to the effective date of this act shall remain in effect until a new policy is developed and adopted on or before July 1, 2025, pursuant to subsection (1) of this section.

Sec. 3. Section 79-532, Reissue Revised Statutes of Nebraska, is amended to read:

79-532 (1) The policy required by section 79-531 shall include, but need not be limited to, the following:

(a) ~~(1)~~ How the school district will provide access to parents, guardians, or educational decisionmakers concerning textbooks, tests, activities information; digital materials; websites or applications used for learning; training materials for teachers, administrators, and staff; procedures for the review and approval of training materials, learning materials, and activities; and other curriculum materials used in the school district;

(b) ~~(2)~~ How the school district will accommodate handle requests by parents, guardians, or educational decisionmakers to attend and monitor courses, assemblies, counseling sessions, and other instructional activities;

(c) ~~(3)~~ Under what circumstances parents, guardians, or educational decisionmakers may ask that their children be excused from testing, classroom instruction, learning materials, activities, guest speaker events, and other school experiences the parents, guardians, or educational decisionmakers may find objectionable;

(d) ~~(4)~~ How the school district will provide access to records of students;

(e) ~~(5)~~ What the school district's testing policy will be; and

(f) ~~(6)~~ How the school district participates in surveys of students and

the right of parents, guardians, or educational decisionmakers to remove their children from such surveys.

(2) Nothing in this section shall be construed to require disclosure of information in violation of the federal Family Educational Rights and Privacy Act of 1974, as amended, 20 U.S.C. 1232g, or any federal regulations and applicable guidelines adopted in accordance with such act, as such act, regulations, and guidelines existed on January 1, 2024.

Sec. 4. Section 79-533, Reissue Revised Statutes of Nebraska, is amended to read:

79-533 The policy required by section 79-531 shall be developed with parental input from parents, guardians, and educational decisionmakers and shall be the subject of a public hearing before the school board or board of education of the school district before adoption by the board. The policy shall be reviewed annually and either altered and adopted as altered or reaffirmed by the board following a public hearing. Any public hearing under this section shall include a reasonable opportunity for public comments.

Sec. 5. By August 1, 2025, each school district shall make the policy required by section 79-531 accessible on the school district's public website. The policy shall be accessible by a prominently displayed link on such website. If the policy is altered, the new version of the policy shall be made accessible within a reasonable time thereafter.

Sec. 6. To the extent practicable, each public school district shall make a reasonable effort to make any learning materials, including original materials, available for inspection by a parent, guardian, or educational decisionmaker upon request.

Sec. 7. If the Commissioner of Education determines that any school district has intentionally refused, in a material manner, to comply with sections 79-530 to 79-533 and sections 5 and 6 of this act, the commissioner shall notify the school district of the noncompliance and allow the school district a reasonable time to comply. If the commissioner determines, after such time has elapsed, that the school district is not in compliance and has not made a good faith attempt to comply, the commissioner shall take appropriate remedial action within the commissioner's authority, up to and including qualifying such noncompliance as a violation of the rules and regulations for the accreditation of schools.

Sec. 8. Section 79-1003, Revised Statutes Cumulative Supplement, 2022, is amended to read:

79-1003 For purposes of the Tax Equity and Educational Opportunities Support Act:

(1) Adjusted general fund operating expenditures means the difference of the general fund operating expenditures increased by the cost growth factor calculated pursuant to section 79-1007.10, minus the transportation allowance, special receipts allowance, poverty allowance, limited English proficiency allowance, distance education and telecommunications allowance, elementary site allowance, summer school allowance, community achievement plan allowance, and focus school and program allowance;

(2) Adjusted valuation means the assessed valuation of taxable property of each local system in the state, adjusted pursuant to the adjustment factors described in section 79-1016. Adjusted valuation means the adjusted valuation for the property tax year ending during the school fiscal year immediately preceding the school fiscal year in which the aid based upon that value is to be paid. For purposes of determining the local effort rate yield pursuant to section 79-1015.01, adjusted valuation does not include the value of any property which a court, by a final judgment from which no appeal is taken, has declared to be nontaxable or exempt from taxation;

(3) Allocated income tax funds means the amount of assistance paid to a local system pursuant to section 79-1005.01;

(4) Average daily membership means the average daily membership for grades kindergarten through twelve attributable to the local system, as provided in each district's annual statistical summary, and includes the proportionate share of students enrolled in a public school instructional program on less than a full-time basis;

(5) Base fiscal year means the first school fiscal year following the school fiscal year in which the reorganization or unification occurred;

(6) Board means the school board of each school district;

(7) Categorical funds means funds limited to a specific purpose by federal or state law, including, but not limited to, Title I funds, Title VI funds, federal career and technical education funds, federal school lunch funds, Indian education funds, Head Start funds, and funds received prior to July 1, 2022, from the Nebraska Education Improvement Fund;

(8) Consolidate means to voluntarily reduce the number of school districts providing education to a grade group and does not include dissolution pursuant to section 79-498;

(9) Converted contract means an expired contract that was in effect for at least fifteen school years beginning prior to school year 2012-13 for the education of students in a nonresident district in exchange for tuition from the resident district when the expiration of such contract results in the nonresident district educating students, who would have been covered by the contract if the contract were still in effect, as option students pursuant to the enrollment option program established in section 79-234;

(10) Converted contract option student means a student who will be an option student pursuant to the enrollment option program established in section 79-234 for the school fiscal year for which aid is being calculated and who

would have been covered by a converted contract if the contract were still in effect and such school fiscal year is the first school fiscal year for which such contract is not in effect;

(11) Department means the State Department of Education;

(12) District means any school district or unified system as defined in section 79-4,108;

(13) Ensuing school fiscal year means the school fiscal year following the current school fiscal year;

(14) Equalization aid means the amount of assistance calculated to be paid to a local system pursuant to section 79-1008.01;

(15) Fall membership means the total membership in kindergarten through grade twelve attributable to the local system as reported on the fall school district membership reports for each district pursuant to section 79-528;

(16) Fiscal year means the state fiscal year which is the period from July 1 to the following June 30;

(17) Formula students means:

(a) For state aid certified pursuant to section 79-1022, the sum of the product of fall membership from the school fiscal year immediately preceding the school fiscal year in which the aid is to be paid multiplied by the average ratio of average daily membership to fall membership for the second school fiscal year immediately preceding the school fiscal year in which the aid is to be paid and the prior two school fiscal years plus sixty percent of the qualified early childhood education fall membership plus tuitioned students from the school fiscal year immediately preceding the school fiscal year in which aid is to be paid minus the product of the number of students enrolled in kindergarten that is not full-day kindergarten from the fall membership multiplied by 0.5; and

(b) For the final calculation of state aid pursuant to section 79-1065, the sum of average daily membership plus sixty percent of the qualified early childhood education average daily membership plus tuitioned students minus the product of the number of students enrolled in kindergarten that is not full-day kindergarten from the average daily membership multiplied by 0.5 from the school fiscal year immediately preceding the school fiscal year in which aid was paid;

(18) Free lunch and free milk calculated students means, using the most recent data available on November 1 of the school fiscal year immediately preceding the school fiscal year in which aid is to be paid, (a) for schools that did not provide free meals to all students pursuant to the community eligibility provision, students who individually qualified for free lunches or free milk pursuant to the federal Richard B. Russell National School Lunch Act, 42 U.S.C. 1751 et seq., and the federal Child Nutrition Act of 1966, 42 U.S.C. 1771 et seq., as such acts and sections existed on January 1, 2021, and rules and regulations adopted thereunder, plus (b) for schools that provided free meals to all students pursuant to the community eligibility provision, the greater of the number of students in such school who individually qualified for free lunch or free milk using the most recent school fiscal year for which the school did not provide free meals to all students pursuant to the community eligibility provision or one hundred ten percent of the product of the students who qualified for free meals at such school pursuant to the community eligibility provision multiplied by the identified student percentage calculated pursuant to such federal provision, except that the free lunch and free milk calculated students for any school pursuant to subdivision (18)(b) of this section shall not exceed one hundred percent of the students qualified for free meals at such school pursuant to the community eligibility provision;

(19) Full-day kindergarten means kindergarten offered by a district for at least one thousand thirty-two instructional hours;

(20) General fund budget of expenditures means the total budget of disbursements and transfers for general fund purposes as certified in the budget statement adopted pursuant to the Nebraska Budget Act, except that for purposes of the limitation imposed in section 79-1023, the general fund budget of expenditures does not include any special grant funds, exclusive of local matching funds, received by a district;

(21) General fund expenditures means all expenditures from the general fund;

(22) General fund operating expenditures means, for state aid calculated for each school fiscal year, as reported on the annual financial report for the second school fiscal year immediately preceding the school fiscal year in which aid is to be paid, the total general fund expenditures minus (a) the amount of all receipts to the general fund, to the extent that such receipts are not included in local system formula resources, from early childhood education tuition, summer school tuition, educational entities as defined in section 79-1201.01 for providing distance education courses through the Educational Service Unit Coordinating Council to such educational entities, private foundations, individuals, associations, charitable organizations, the textbook loan program authorized by section 79-734, federal impact aid, and levy override elections pursuant to section 77-3444, (b) the amount of expenditures for categorical funds, tuition paid to other school districts, tuition paid to postsecondary institutions for college credit, transportation fees paid to other districts, adult education, community services, redemption of the principal portion of general fund debt service, retirement incentive plans authorized by section 79-855, and staff development assistance authorized by section 79-856, (c) the amount of any transfers from the general fund to any bond fund and transfers from other funds into the general fund, (d) any legal

expenses in excess of fifteen-hundredths of one percent of the formula need for the school fiscal year in which the expenses occurred, (e) expenditures to pay for incentives agreed to be paid by a school district to certificated employees in exchange for a voluntary termination of employment for which the State Board of Education approved an exclusion pursuant to subdivision (1)(h), (i), (j), or (k) of section 79-1028.01, (f)(i) expenditures to pay for employer contributions pursuant to subsection (2) of section 79-958 to the School Employees Retirement System of the State of Nebraska to the extent that such expenditures exceed the employer contributions under such subsection that would have been made at a contribution rate of seven and thirty-five hundredths percent or (ii) expenditures to pay for school district contributions pursuant to subdivision (1)(c)(i) or (1)(d)(i) of section 79-9,113 to the retirement system established pursuant to the Class V School Employees Retirement Act to the extent that such expenditures exceed the school district contributions under such subdivision that would have been made at a contribution rate of seven and thirty-seven hundredths percent, and (g) any amounts paid by the district for lobbyist fees and expenses reported to the Clerk of the Legislature pursuant to section 49-1483.

For purposes of this subdivision (22) of this section, receipts from levy override elections shall equal ninety-nine percent of the difference of the total general fund levy minus a levy of one dollar and five cents per one hundred dollars of taxable valuation multiplied by the assessed valuation for school districts that have voted pursuant to section 77-3444 to override the maximum levy provided pursuant to section 77-3442;

(23) Income tax liability means the amount of the reported income tax liability for resident individuals pursuant to the Nebraska Revenue Act of 1967 less all nonrefundable credits earned and refunds made;

(24) Income tax receipts means the amount of income tax collected pursuant to the Nebraska Revenue Act of 1967 less all nonrefundable credits earned and refunds made;

(25) Limited English proficiency students means the number of students with limited English proficiency in a district from the most recent data available on November 1 of the school fiscal year preceding the school fiscal year in which aid is to be paid plus the difference of such students with limited English proficiency minus the average number of limited English proficiency students for such district, prior to such addition, for the three immediately preceding school fiscal years if such difference is greater than zero;

(26) Local system means a unified system or a school district;

(27) Low-income child means a child under nineteen years of age living in a household having an annual adjusted gross income for the second calendar year preceding the beginning of the school fiscal year for which aid is being calculated equal to or less than the maximum household income pursuant to sections 9(b)(1) and 17(c)(4) of the Richard B. Russell National School Lunch Act, 42 U.S.C. 1758(b)(1) and 42 U.S.C. 1766(c)(4), respectively, and sections 3(a)(6) and 4(e)(1)(A) of the Child Nutrition Act of 1966, 42 U.S.C. 1772(a)(6) and 42 U.S.C. 1773(e)(1)(A), respectively, as such acts and sections existed on January 1, 2021, for a household of that size that would have allowed the child to meet the income qualifications for free meals during the school fiscal year immediately preceding the school fiscal year for which aid is being calculated;

(28) Low-income students means the number of low-income children within the district multiplied by the ratio of the formula students in the district divided by the total children under nineteen years of age residing in the district as derived from income tax information;

(29) Most recently available complete data year means the most recent single school fiscal year for which the annual financial report, fall school district membership report, annual statistical summary, Nebraska income tax liability by school district for the calendar year in which the majority of the school fiscal year falls, and adjusted valuation data are available;

(30) Poverty students means the unadjusted poverty students plus the difference of such unadjusted poverty students minus the average number of poverty students for such district, prior to such addition, for the three immediately preceding school fiscal years if such difference is greater than zero;

(31) Qualified early childhood education average daily membership means the product of the average daily membership of students who will be eligible or required to attend kindergarten the following school year and are enrolled in an early childhood education program approved by the department pursuant to section 79-1103 for such school district for such school year multiplied by the ratio of the actual instructional hours of the program divided by one thousand thirty-two if: (a) The program is receiving a grant pursuant to such section for the third year; (b) the program has already received grants pursuant to such section for three years; or (c) the program has been approved pursuant to subsection (5) of section 79-1103 for such school year and the two preceding school years, including any such students in portions of any of such programs receiving an expansion grant;

(32) Qualified early childhood education fall membership means the product of membership on October 1 of each school year of students who will be eligible or required to attend kindergarten the following school year and are enrolled in an early childhood education program approved by the department pursuant to section 79-1103 for such school district for such school year multiplied by the ratio of the planned instructional hours of the program divided by one thousand thirty-two if: (a) The program is receiving a grant pursuant to such section

for the third year; (b) the program has already received grants pursuant to such section for three years; or (c) the program has been approved pursuant to subsection (5) of section 79-1103 for such school year and the two preceding school years, including any such students in portions of any of such programs receiving an expansion grant;

(33) Regular route transportation means the transportation of students on regularly scheduled daily routes to and from the schools such students attend;

(34) Reorganized district means any district involved in a consolidation and currently educating students following consolidation;

(35) School year or school fiscal year means the fiscal year of a school district as defined in section 79-1091;

(36) Sparse local system means a local system that is not a very sparse local system but which meets the following criteria:

(a)(i) Less than two students per square mile in the county in which each high school is located, based on the school district census, (ii) less than one formula student per square mile in the local system, and (iii) more than ten miles between each high school and the next closest high school on paved roads;

(b)(i) Less than one and one-half formula students per square mile in the local system and (ii) more than fifteen miles between each high school and the next closest high school on paved roads;

(c)(i) Less than one and one-half formula students per square mile in the local system and (ii) more than two hundred seventy-five square miles in the local system; or

(d)(i) Less than two formula students per square mile in the local system and (ii) the local system includes an area equal to ninety-five percent or more of the square miles in the largest county in which a high school is located in the local system;

(37) Special education means specially designed kindergarten through grade twelve instruction pursuant to section 79-1125, and includes special education transportation;

(38) Special grant funds means the budgeted receipts for grants, including, but not limited to, categorical funds, reimbursements for wards of the court, short-term borrowings including, but not limited to, registered warrants and tax anticipation notes, interfund loans, insurance settlements, and reimbursements to county government for previous overpayment. The state board shall approve a listing of grants that qualify as special grant funds;

(39) State aid means the amount of assistance paid to a district pursuant to the Tax Equity and Educational Opportunities Support Act;

(40) State board means the State Board of Education;

(41) State support means all funds provided to districts by the State of Nebraska for the general fund support of elementary and secondary education;

(42) Statewide average basic funding per formula student means the statewide total basic funding for all districts divided by the statewide total formula students for all districts;

(43) Statewide average general fund operating expenditures per formula student means the statewide total general fund operating expenditures for all districts divided by the statewide total formula students for all districts;

(44) Teacher has the definition found in section 79-101;

(45) Tuition receipts from converted contracts means tuition receipts received by a district from another district in the most recently available complete data year pursuant to a converted contract prior to the expiration of the contract;

(46) Tuitioned students means students in kindergarten through grade twelve of the district whose tuition is paid by the district to some other district or education agency;

(47) Unadjusted poverty students means the greater of the number of low-income students or the free lunch and free milk calculated students in a district; and

(48) Very sparse local system means a local system that has:

(a)(i) Less than one-half student per square mile in each county in which each high school is located based on the school district census, (ii) less than one formula student per square mile in the local system, and (iii) more than fifteen miles between the high school and the next closest high school on paved roads; or

(b)(i) More than four hundred fifty square miles in the local system, (ii) less than one-half student per square mile in the local system, and (iii) more than fifteen miles between each high school and the next closest high school on paved roads.

Sec. 9. Section 79-1101, Reissue Revised Statutes of Nebraska, is amended to read:

79-1101 (1) The Legislature finds and declares that: (a) Early childhood education programs can assist children in achieving their potential as citizens, workers, and human beings and can strengthen families; (b) early childhood education has been proven to be a sound public investment of funds not only in assuring productive, taxpaying workers in the economy but also in avoidance of increasingly expensive social costs for those who drop out as productive members of society; (c) the key ingredient in an effective early childhood education program is a strong family development and support component because the role of the parent is of critical importance; (d) while all children can benefit from quality, developmentally appropriate early childhood education experiences, such experiences are especially important for at-risk infants and children; (e) current early childhood education programs serve only a fraction of Nebraska's children and the quality of current

programs varies widely; (f) well-designed early childhood education programs increase the likelihood that children who participate will enter school prepared to achieve high standards; (g) effective early childhood education programs require staff with knowledge about child growth, development, and learning and family systems; and (h) both public and nonpublic programs which meet recognized standards of quality can address the growth, development, and learning needs of young children.

(2) ~~(2)(a)~~ It is the intent of the Legislature and the public policy of this state to encourage schools and community-based organizations to work together to provide high-quality early childhood education programs for infants and young children which include family involvement, with the goal of assuring that every family in Nebraska has access to such programs for, at the minimum, both the school year prior to the school year for which the child will be eligible to attend kindergarten and the school year prior to the school year for which the child will be required to attend kindergarten if such child has not already enrolled in kindergarten. The purposes of sections 79-1101 to 79-1104.05 are to provide state assistance to selected school districts, cooperatives of school districts, and educational service units for early childhood education, to encourage coordination between public and private service providers of early childhood education and child care programs, and to provide state support for efforts to improve training opportunities for staff in such programs.

~~(b) It is the further intent of the Legislature that any additional funds appropriated on or after January 1, 2014, for FY2014-15 for early childhood education grants pursuant to section 79-1103 be used to assist schools and community-based organizations in working together to expand the access to such high-quality early childhood education programs for children for the school year prior to the school year for which the child will be eligible to attend kindergarten and that the unobligated balance of any such funds be reappropriated for such purpose for FY2015-16 and FY2016-17.~~

(3) For purposes of sections 79-1101 to 79-1104.05:

(a) Board of trustees means the Early Childhood Education Endowment Board of Trustees;

(b) Early childhood education program means any prekindergarten part-day or full-day program or in-home family support program with a stated purpose of promoting social, emotional, intellectual, language, physical, and aesthetic development and learning for children from birth to compulsory kindergarten-entrance age and family development and support;

(c) Endowment agreement means an agreement between the State Department of Education and an endowment provider entered into pursuant to section 79-1104.01; and

(d) Endowment provider means an endowment that has met the criteria described in section 79-1104.01 and that has entered into an endowment agreement.

Sec. 10. Section 79-1103, Reissue Revised Statutes of Nebraska, is amended to read:

79-1103 (1)(a) The State Department of Education shall establish and administer the Early Childhood Education Grant Program. Upon the effective date of an endowment agreement, administration of the Early Childhood Education Grant Program with respect to programs for children from birth to age three shall transfer to the board of trustees. If there is no endowment agreement in effect, the department shall request proposals in accordance with this section for all early childhood education programs from school districts, individually or in cooperation with other school districts or educational service units, working in cooperation with existing nonpublic programs which meet the requirements of subsection (2) of section 79-1104. If there is an endowment agreement in effect, the board of trustees shall administer the Early Childhood Education Grant Program with respect to programs for children from birth to age three pursuant to section 79-1104.02 and the department shall continue to administer the Early Childhood Education Grant Program with respect to other prekindergarten programs pursuant to sections 79-1101 to 79-1104.05. All administrative procedures of the board of trustees, including, but not limited to, rules, grant applications, and funding mechanisms, shall harmonize with those established by the department for other prekindergarten programs.

(b) The first priority shall be for (i) continuation grants for programs that received grants in the prior school fiscal year and for which the state aid calculation pursuant to the Tax Equity and Educational Opportunities Support Act does not include early childhood education students, in an amount equal to the amount of such grant, except that if the grant was a first-year grant the amount shall be reduced by thirty-three percent, (ii) continuation grants for programs for which the state aid calculation pursuant to the act includes early childhood education students, in an amount equal to the amount of the grant for the school fiscal year prior to the first school fiscal year for which early childhood education students were included in the state aid calculation for the school district's local system minus the calculated state aid amount, and (iii) for school fiscal year 2007-08, continuation grants for programs for which the state aid calculation pursuant to the act includes early childhood education students, but such state aid calculation does not result in the school district receiving any equalization aid, in an amount equal to the amount of the grant received in school fiscal year 2006-07. The calculated state aid amount shall be calculated by multiplying the basic funding per formula student for the school district by the formula students attributed to the early childhood education programs pursuant to the Tax Equity and

Educational Opportunities Support Act.

(c) The second priority shall be for new grants and expansion grants for programs that will serve at-risk children who will be eligible or required to attend kindergarten the following school year. New grants may be given for up to three years in an amount up to one-half of the total budget of the program per year. Expansion grants may be given for one year in an amount up to one-half of the budget for expanding the capacity of the program to serve additional children.

(d) The third priority shall be for new grants, expansion grants, and continuation grants for programs serving children younger than those who will be eligible or required to attend kindergarten the following school year. New grants may be given for up to three years in an amount up to one-half the total budget of the program per year. Expansion grants may be given for one year in an amount up to one-half the budget for expanding the capacity of the program to serve additional children. Continuation grants under this priority may be given annually in an amount up to one-half the total budget of the program per year minus any continuation grants received under the first priority.

(e) Programs serving children who will be eligible or required to attend kindergarten the following school year shall be accounted for separately for grant purposes from programs serving younger children, but the two types of programs may be combined within the same classroom to serve multi-age children. Programs that receive grants for school fiscal years prior to school fiscal year 2005-06 to serve both children who will be eligible or required to attend kindergarten the following school year and younger children shall account for the two types of programs separately for grant purposes beginning with school year 2005-06 and shall be deemed to have received grants prior to school fiscal year 2005-06 for each year that grants were received for the types of programs representing the age groups of the children served.

(2) Each program proposal which is approved by the department shall include (a) a planning period, (b) an agreement to participate in periodic evaluations of the program to be specified by the department, (c) evidence that the program will be coordinated or contracted with existing programs, including those listed in subdivision (d) of this subsection and nonpublic programs which meet the requirements of subsection (2) of section 79-1104, (d) a plan to coordinate and use a combination of local, state, and federal funding sources, including, but not limited to, programs for children with disabilities below six five years of age funded through the Special Education Act, the Early Intervention Act, funds available through the flexible funding provisions under the Special Education Act, the federal Head Start program, 42 U.S.C. 9831 et seq., the federal Even Start Family Literacy Program, 20 U.S.C. 6361 et seq., Title I of the federal Improving America's Schools Act of 1994, 20 U.S.C. 6301 et seq., and child care assistance through the Department of Health and Human Services, (e) a plan to use sliding fee scales and the funding sources included in subdivision (d) of this subsection to maximize the participation of economically and categorically diverse groups and to ensure that participating children and families have access to comprehensive services, (f) the establishment of an advisory body which includes families and community members, (g) the utilization of appropriately qualified staff, (h) an appropriate child-to-staff ratio, (i) appropriate group size, (j) compliance with minimum health and safety standards, (k) appropriate facility size and equipment, (l) a strong family development and support component recognizing the central role of parents in their children's development, (m) developmentally and culturally appropriate curriculum, practices, and assessment, (n) sensitivity to the economic and logistical needs and circumstances of families in the provision of services, (o) integration of children of diverse social and economic characteristics, (p) a sound evaluation component, including at least one objective measure of child performance and progress, (q) continuity with programs in kindergarten and elementary grades, (r) instructional hours that are similar to or less than the instructional hours for kindergarten except that a summer session may be offered, (s) well-defined language development and early literacy emphasis, including the involvement of parents in family literacy activities, (t) a plan for ongoing professional development of staff, and (u) inclusion of children with disabilities as defined in the Special Education Act, all as specified by rules and regulations of the department in accordance with sound early childhood educational practice.

(3) The department shall make an effort to fund programs widely distributed across the state in both rural and urban areas.

(4) The department, in collaboration with the board of trustees if an endowment agreement is in effect, shall provide a report evaluating the programs to the State Board of Education and the Legislature by January 1 of each odd-numbered year. The report submitted to the Legislature shall be submitted electronically. The Education Committee of the Legislature shall hold a public hearing regarding the report. Up to five percent of the total appropriation for the Early Childhood Education Grant Program for grants administered by the department may be reserved by the department for evaluation and technical assistance for the programs.

(5) Early childhood education programs, whether established pursuant to this section or section 79-1104, may be approved for purposes of the Tax Equity and Educational Opportunities Support Act, expansion grants, and continuation grants on the submission of a continuation plan demonstrating that the program will meet the requirements of subsection (2) of this section and a proposed operating budget demonstrating that the program will receive resources from

other sources equal to or greater than the sum of any grant received pursuant to this section for the prior school year plus any calculated state aid as calculated pursuant to subsection (1) of this section for the prior school year.

(6) The State Board of Education may adopt and promulgate rules and regulations to implement the Early Childhood Education Grant Program, except that if there is an endowment agreement in effect, the board of trustees shall recommend any rules and regulations relating specifically to the Early Childhood Education Grant Program with respect to programs for children from birth to age three. It is the intent of the Legislature that the rules and regulations for programs for children from birth to age three be consistent to the greatest extent possible with those established for other prekindergarten programs.

Sec. 11. (1) For purposes of this section:

(a) Academic needs means that a child is at least one year below grade level and behind the child's typically developing peers in reading, English, and language arts such that the child does not possess the necessary academic skills required to succeed in reading, English, and language arts at grade level for the next grade the student would otherwise advance to;

(b) Excessive absenteeism means that the child was absent fifty percent or more of the school year and includes excused absences, unexcused absences, and absences due to suspension or expulsion. Absences due to approved school-related activities, such as field trips, competitions, athletic events, and testing, are not included; and

(c) Illness means that the child experienced a severe mental or physical illness resulting in hospitalization of two or more weeks during the school year.

(2)(a) A parent or guardian shall have the right to have such parent's or guardian's child repeat a grade in kindergarten through fourth grade due to academic needs, illness, or excessive absenteeism.

(b) A parent or guardian shall have the right to have such parent's or guardian's child repeat a grade in fifth through twelfth grade due to excessive absenteeism.

(3) A parent or guardian requesting such parent's or guardian's child repeat a grade pursuant to subdivision (2)(a) or (b) of this section shall request and have a meeting with the school district superintendent or the superintendent's designee of the school district such child attends to discuss the parent's or guardian's decision to have the child repeat a grade and such parent or guardian shall provide evidence of academic needs, illness, or excessive absenteeism that would authorize the parent or guardian to have such child repeat a grade. At such meeting, the superintendent or superintendent's designee shall identify any alternative educational opportunities, including remedial instruction if applicable, and verify any special education supports available to such child. If the child's parent or guardian still intends to have such child repeat a grade, such parent or guardian shall complete a form prescribed by the State Department of Education and return such form to the school district such child attends. Upon completion of the form and if all requirements pursuant to this subsection are met, the school district shall have the child repeat the child's grade for the next school year.

(4) A school district shall submit any form filed with such school district relating to a request by a child's parent or guardian to have such child repeat a grade with the State Department of Education. Data regarding such students shall be collected under subsection (2) of section 79-528.

(5) The State Board of Education may adopt and promulgate rules and regulations to carry out this section.

Sec. 12. Original sections 79-530, 79-531, 79-532, 79-533, 79-1101, and 79-1103, Reissue Revised Statutes of Nebraska, and section 79-1003, Revised Statutes Cumulative Supplement, 2022, are repealed.

Business OperationsEmergency Response Mapping

Alma Public Schools will provide mapping data to public safety agencies for use in response to emergencies. The mapping data will be provided in an electronic or digital format and will contain all information identified in state statute and as reasonably requested by the public safety agencies.

At least annually, the District will certify to the appropriate public safety agencies that the mapping data provided to the public safety agencies is accurate or, if information has changed, provide the appropriate public safety agencies with updated mapping data.

Legal Reference: LB 1329 (2024)

Date of Adoption: [Insert Date]



Account Number: 9X40489
 Policy Term: See Section Declarations To: 04/27/2025
 12:01 A.M. Standard Time
 (Unless Changed On The Section Declarations)

Common Declarations

Named Insured

Producer

Policy # 6x54526

SCHOOL DISTRICT NO. 2 OF HARLAN COUNTY, NE.
 PO BOX 170
 ALMA, NE 68920-0170

NEBRASKA BANKERS INS & SERV CO NBISCO
 AGENCY SERVICES
 PO BOX 80008
 LINCOLN, NE 68501-0008
 AGENT NO. B8007-0001
 AGENT PHONE: 800-593-3881
 CLAIM REPORTING: 888-362-2255

In return for the payment of the premium, and subject to all the terms of this policy, we agree with you to provide the insurance as stated in this policy. This policy consists of the following coverage parts for which a premium is indicated. This premium may be subject to adjustment. The company affording coverage is designated by the name in the declarations or information page for each section of the policy.

Coverages and Premium

Section	Coverage	Premium
1	Property	\$82,215.00
2	Liability	\$3,911.00
3	Crime and Fidelity	\$243.00
4	Inland Marine	\$2,387.00
5	Automobile	\$21,445.00
6	Workers' Compensation	No Coverage
7	Umbrella	\$4,746.00
8	Other	
	Cyber	\$571.00
	Linebacker	\$2,953.00

Estimated Total Policy Premium

\$118,471.00

Forms applicable to all sections except:

- Workers' compensation

Authorized Representative Signature:

Date of Issue: 04/25/2024

Place of Issue: Omaha, NE

EXTENSION OF INFORMATION PAGE SCHEDULE

This endorsement completes the information shown under Item 4. Premium on the Information Page.

Rate change as of: **4/27/2024**

NCCI Rate Effective: **4/27/2024**

State: **NE**

Unit: **1 - School District No 2 of Harlan County NE**

Rating Period: **4/27/2024 To 4/27/2025**

<u>Code No.</u>	<u>Classifications</u>	<u>Effective</u>	<u>Total Estimated Annual Remuneration</u>	<u>Rates Per \$100 of Remuneration</u>	<u>Estimated Annual Premium</u>
7380	DRIVERS, CHAUFFEURS, MESSENGERS AND THEIR HELPERS NOC-COMMERCIAL	4/27/2024	\$131,520	4.03	\$5,300
8868	COLLEGE: PROFESSIONAL EMPLOYEES & CLERICAL	4/27/2024	\$3,498,708	0.3	\$10,496
9101	COLLEGE: ALL OTHER EMPLOYEES	4/27/2024	\$126,828	2.45	\$3,107

Employer Liability Limits: Workers' Compensation \$500,000 / \$500,000 / \$500,000

Total Manual Premium		\$18,903
\$500,000/500,000/500,000	0.8%	\$151
Subject Premium		\$19,054
Unmodified Premium		\$19,054
Experience Mod	0.82	(\$3,430)
Modified Premium		\$15,624
Flexible Rating Adjustment	15%	(\$2,344)
Standard Premium		\$13,280
Premium Discount	6.8%	(\$903)
Expense Constant		\$240
Terrorism Act	1%	\$376
DTEC Act	1%	\$376
Policy Premium		\$13,369
Total Premium & Surcharges		\$13,369

This endorsement changes the policy to which it is attached and is effective on the date issued unless otherwise stated.

(The information below is required only when this endorsement is issued subsequent to preparation of the policy.)

Policy No: WC020-0074439-2024A
 Endorsement Effective: 4/27/2024
 Insured: School District No 2 of Harlan County NE
 Additional Premium: \$13,369
 Insurance Company: First Dakota Indemnity Company
 Countersigned by: _____

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INSTALLMENT BILLING SCHEDULE

<u>Premium Due Date</u>	<u>Premium Due</u>	<u>Assessment</u>	<u>Surplus Contribution</u>	<u>Total</u>
04/27/2024	\$3,343.00	\$0.00		\$3,348.00
07/27/2024	\$3,342.00	\$0.00		\$3,347.00
10/27/2024	\$3,342.00	\$0.00		\$3,347.00
01/27/2025	\$3,342.00	\$0.00		\$3,347.00

This endorsement changes the policy to which it is attached and is effective on the date issued unless otherwise stated.

(The information below is required only when this endorsement is issued subsequent to preparation of the policy.)

Policy No: WC020-0074439-2024A
 Endorsement Effective: 4/27/2024 0
 Insured: School District No 2 of Harlan County NE
 Additional Premium: \$13,369
 Insurance Company: First Dakota Indemnity Company
 Countersigned by: _____