

REGULAR MONTHLY MEETING OF THE BOARD OF EDUCATION - AGENDA

Alma Public Schools

Monday, July 8, 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. Discuss, consider, and take all necessary action to review and decide whether to join the Nebraska Rural Community Association (NRCSA - \$850) and the National Rural Education Association (NREA - \$75) for the 2024-25 school year.
 - C.2. Discuss, Consider, and take all necessary action to approve Mindy Famon for a para position for the 2024-2025 school year.
 - C.3. Discuss, Consider, and take all necessary action to approve Monica Bell for a para position for the 2024-2025 school year.
 - C.4. Discuss, Consider, and take all necessary action to approve Brendan Ring for a full-time custodial position.
 - C.5. Discuss, Consider, and take all necessary action to approve the updated Community Use of School Facilities Application for the Weight Room.
 - C.6. Discuss, Consider, and take all necessary action to approve the Triennial Assessment for the District Wellness policy as required to receive reimbursements for the Child Nutrition Program.

D. Principal's Report

D.1. Student Handbook

E. Superintendent's Report: The Governor's Town Talk Meeting, Summer Projects, Budget information, School opening information, New students, Board retreat, Taxing Authority, Harlan Co. Fair food stand schedule.

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, June 10, 2024, at 12:00 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 Kate Hopkins and seconded by Randy Heckenlively to approve consent agenda items which include May meeting minutes, General financial report and the Activity fund reports. 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 receipts, expenditures, and payment of claims from the General Fund \$629,935.44, Building Fund \$2,172.28, Activity fund \$25,260.62 and Lunch fund \$14,693.19. 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 Samantha Stuhmer and seconded by Kate Hopkins to approve policy 5195 regarding school fees. 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 Samantha Stuhmer to approve policy 6400(parent involvement) & 6410(Family engagement policy). 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 Randy Heckenlively and seconded by Kate Hopkins to approve Attendance policy 5008. 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 Samantha Stuhmer and seconded by Kate Hopkins to approve bullying policy 5415. 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 Randy Heckenlively to approve Assistant cross country coach Amanda Pfeil, Head softball coach Paige Houser and Head Girls wrestling coach Jesus Felix. 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 leaving the breakfast & lunch prices as follows: breakfast prices K-6 \$1.75, 7-12 \$1.75, Adult \$2.25. Lunch prices K-6 \$2.70, 7-12 \$3.10, Adult \$3.85. Sub pay will stay the same at \$145 full day, \$90 half day. Changes this year to the sub pay is that we will be offering free lunch for substitute teachers that sub for an entire day. Activity passes will remain as written, Student \$20.00, Adult \$40.00 and Family \$80.00. 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

The board briefly discussed some issues involving our published notices in the local newspaper. We will be looking into alternative papers if the problem continues.

A motion was made by Mike Stemper and seconded by Kate Hopkins to approve adding Hastings Tribune as legal newspaper for the publication of notices for Alma Public Schools along with Kearney Hub, Valley Voice, Holdrege Daily Citizen, and Harlan County Journal. 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

The audit was presented to the Board for review. Ms. Miller will be looking into getting an Auditor for the annual school audit moving forward.

The new parking lot is in progress southeast of the school, with hopes of completion by the end of July. Glow ball golf is coming up July 13th, registration is open until June 14th. Both gym floors will be redone July 12th, therefore both gyms will be closed from July 12th-July 16th. The new preschool playground equipment quote was lower than what was invoiced, we will pay what was quoted. Transportation and buying a new bus will be coming up soon, we will need a bus in the near future. The school started advertising for para and custodial positions for the 2024-25 school year.

Next regular scheduled meeting July 8, 2024 at noon

Meeting adjourned at 1:26pm

DATED Monday, June 10, 2024

HARLAN COUNTY SCHOOL DISTRICT #2,

a/k/a ALMA PUBLIC SCHOOLS

<u>General/Money Market/Trans Accts</u>	Receipts	Disburse	Total	1
06/01/2024 General			\$302,988.29	
06/01/2024 Money Market			\$789,868.65	
06/01/2024 Transaction			\$11,739.92	
Franklin County Treasurer				
Furnas County Treasurer	\$10,924.22			
Harlan County Treasurer	\$257,494.00			
BCBS self-pay	\$5,044.51			
State Aid	\$137,086.00			
Impact Aid	\$11,179.00			
MAC Dec-Feb 2024	\$2,764.26			
ESU Stipend-mental health course reimb	\$1,500.00			
DS/MIPS Dec-Feb2024	\$14,135.91			
SPED SA FFR Reim 22-23	\$63,011.00			
City of Alma-Liquor licenses	\$300.00			
interest earned - Transaction Acct	\$6.96			
interest earned - MMA	\$1,270.04			
interest earned - Gen Fund	\$116.15			
June receipts	\$504,832.05		\$1,609,428.91	
cks cleared/reimb made in June		\$598,498.22	\$1,010,930.69	
outstanding checks		\$3,439.36	\$1,007,491.33	
<u>Certificates of Deposit</u>			\$436,623.39	
Balance 06/30/2024			\$1,444,114.72	
<u>Bldg/Sinking Fund</u>				8
06/01/2024 Building Fd			\$305,900.34	
Franklin County Treasurer				
Furnas County Treasurer	\$1,166.90			
Harlan County Treasurer	\$25,984.47			
FNBO-overpayment returned	\$8,123.86			
interest earned	\$203.22			
June receipts	\$35,478.45			
June expenses		\$2,172.28		
Balance 06/30/2024			\$339,206.51	
outstanding checks			\$339,206.51	
<u>QCPU Fund</u>				9
06/01/2024 QCPU Fd			\$115,110.19	
Harlan Co Treasurer	\$54.07			
interest earned	\$187.83			

June 2024

June receipts	\$241.90		
June expenses			
Balance 06/30/2024			\$115,352.09
<u>Depreciation Fund</u>			2
06/01/2024 Depreciation Fd			\$27,020.80
interest earned	\$16.61		
Balance 06/30/2024			\$27,037.41
<u>Lunch Fund</u>			6
06/01/2024 Lunch Fd			\$115,903.46
June receipts	\$1,021.18		
cks cleared in June		\$14,596.16	\$102,328.48
outstanding checks/deposits		\$209.23	
Balance 06/30/2024			\$102,119.25
<u>Activity Fund</u>			5
06/01/2024 Activity			\$261,955.17
June receipts	\$5,101.25		
June expenses		\$15,438.22	\$251,618.20
outstanding checks/deposits		\$3,787.95	
Balance 06/30/2024			\$247,830.25

Regular; Beginning Month 06/2024; Processing Month 06/2024; Account Type 7; Fund Number 05

05 704 0100	ART	3,737.78	0.00	0.00	3,737.78
05 704 0110	COMPUTERS	13,294.12	0.00	0.00	13,294.12
05 704 0113	eSports Club	648.79	0.00	0.00	648.79
05 704 0120	MISCELLANEOUS	2,105.09	0.00	157.14	2,262.23
05 704 0130	MUSIC SUPPLIES	(1,667.06)	0.00	12.00	(1,655.06)
05 704 0131	ELEMENTARY CHOIR	546.12	0.00	0.00	546.12
05 704 0132	MUSIC BOOSTERS	19,958.50	0.00	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	(2,500.00)	0.00	0.00	(2,500.00)
05 704 0140	COURTESY FUND	2,397.09	132.62	0.00	2,264.47
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	760.46	0.00	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	37,999.64	0.00	0.00	37,999.64
05 704 0165	FUTURE FARMS OF AMERICA	54,872.59	2,555.27	0.00	52,317.32
05 704 0170	STUDENT COUNCIL	9,789.57	241.50	19.83	9,567.90
05 704 0223	CLASS OF 2023	1,108.20	0.00	0.00	1,108.20
05 704 0224	CLASS OF 2024	2,433.89	0.00	0.00	2,433.89
05 704 0225	CLASS OF 2025	3,549.51	0.00	0.00	3,549.51
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	4,192.64	305.60	0.00	3,887.04
05 704 0260	HOME EC/CONS ED	1,314.84	0.00	0.00	1,314.84
05 704 0265	COOKIE SALES	5,675.89	0.00	0.00	5,675.89
05 704 0270	BOOK/SOFTWARE ORDERS	7,883.93	94.85	0.00	7,789.08
05 704 0271	GENERAL MILLS BOX TOPS	3,043.83	100.48	0.00	2,943.35
05 704 0280	FIELD TRIPS	35.51	0.00	17.60	53.11
05 704 0281	WASHINGTON DC TRIP	5,941.02	0.00	0.00	5,941.02
05 704 0300	ALL ACTIVITIES (entry fees, etc)	91.71	505.22	913.37	499.86
05 704 0301	FOOTBALL	2,204.77	1,750.00	940.00	1,394.77
05 704 0302	VOLLEYBALL	5,142.31	0.00	0.00	5,142.31
05 704 0303	BOYS BASKETBALL	5,849.28	220.43	0.00	5,628.85
05 704 0304	GIRLS BASKETBALL	3,945.50	1,159.00	690.00	3,476.50
05 704 0305	CROSS COUNTRY	623.91	0.00	1,000.00	1,623.91
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	(707.21)	0.00	0.00	(707.21)
05 704 0400	CHEERLEADERS	5,572.82	2,463.70	281.00	3,390.12
05 704 0500	moved	(290.12)	0.00	0.00	(290.12)
05 704 0550	VENDING MACH/NHS	4,587.42	0.00	0.00	4,587.42
05 704 0600	QUIZ BOWL	1,004.50	0.00	0.00	1,004.50
05 704 0940	moved	(39.07)	0.00	0.00	(39.07)
05 704 0950	SCHOLARSHIP FUND	3,211.50	0.00	1,000.00	4,211.50
05 704 0970	WEIGHT ROOM	6,707.52	0.00	0.00	6,707.52
05 704 0971	DEPOSITS WEIGHT ROOM USE	1,998.95	0.00	125.00	2,123.95
05 704 0980	moved	75.00	0.00	0.00	75.00
05 704 0985	PROJECTOR ADVERTISING	21,005.00	0.00	0.00	21,005.00
05 704 0990	SPEECH	(4,298.96)	0.00	0.00	(4,298.96)
05 704 0991	DRAMA	5,965.21	0.00	0.00	5,965.21
05 704 0992	PK-4	2,506.04	0.00	0.00	2,506.04
Total: Fund Balance		252,197.98	9,528.67	5,155.94	247,825.25

Regular; Beginning Month 06/2024; Processing Month 06/2024; Account Type 7; Fund
Number 05

Total: 05	252,197.98	9,528.67	5,155.94	247,825.25
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June 2024 Activity Fund Invoice Listing - Summary

<u>Vendor Name</u>	<u>Invoice Number</u>	<u>Description</u>	<u>Invoice Date</u>	<u>Invoice Amount</u>
B.H. HESEMANN SHOP	20097	FFA Supplies	06/11/2024	115.65
BSN SPORTS, llc	923984435	Nov 2023 BBB Shirts	06/18/2024	177.44
CHAMPION TEAMWEAR	101652579	Cheer Uniforms	06/11/2024	1,583.76
CHAMPION TEAMWEAR	101656228	Cheer Jackets	06/26/2024	671.94
CHESTERMAN CO	Order 11378517	APS Concession Supplies	06/11/2024	159.00
Concordia University	20107	Girls Basketball Camp Entry Fee	06/26/2024	275.00
EPIC FOOTBALL CAMP	20105	Football Camp Entry Fee	06/20/2024	1,050.00
EPIC FOOTBALL CAMP	20106	Football Camp Entry Fee	06/20/2024	700.00
HOGELANDS MARKET	20095	May 2024 Act Fund Charges	06/10/2024	143.23
KING, CYNTHIA	4196-18	Cheer Alterations	06/18/2024	208.00
MINDEN HIGH SCHOOL	20100	GBB Camp Entry Fee	06/13/2024	250.00
MOONLIGHT EMBROIDERY & SCREENPRINT	21384	Girls BBall Camp Shirts	06/17/2024	459.00
STENGEL, KIM	20102	Girl BBall Camp/ Maywood High School	06/17/2024	175.00
SWAY MEDICAL	17706	24-25 Sports & Profile Payment	06/03/2024	399.00
US BANK	20099	APS Activity Funds May 24 Charges	06/11/2024	3,106.96
				9,473.98

Vendor Name	Invoice Number	Description	Amount	Check Number
Checking Account ID AMERICAN ELECTRIC COMPANY	3595-1031336	GENERAL FUND 17W LED lamp 4'	1,275.00	
APPLE INC.	MA86812454	PERKINS 1- IPADs	1,137.00	
APPLE INC.	MA86861019	PERKINS 2-IMAC	1,609.00	
APPLE INC.	MA87006125	Apple pencil-Weslyan funds	207.00	
BLICK ART MATERIALS	2974858.1	art supplies	5.10	
BLICK ART MATERIALS	3045618	art supplies	45.06	
BLICK ART MATERIALS	3160649	art supplies	15.02	
BLUUM TECHNOLOGY	981009	1000Ft bulk pro charge station	40.44	
BSN SPORTS, llc	923984435.1	Basketball/Football supplies	131.68	
BSN SPORTS, llc	925801262	Knee pads, soccer balls, EZ wrap- ESUCC	646.73	
CITY OF ALMA	1-0630-1665July24	Preschool utilities	98.02	
CITY OF ALMA	2-2310-0231July24	515 Jewell utilities	528.18	
CITY OF ALMA	2-2320-0232July24	New addition utilities	348.97	
CITY OF ALMA	2-2350-0001July24	Shop/Greenhouse utilities	390.76	
CITY OF ALMA	3-3850-0385July24	PF utilities	240.05	
CITY OF ALMA	3-3860-0386July24	AFCS utilities	518.62	
CITY OF ALMA	3-4070-0407July24	Utilities	80.36	
CLASSIC SPORTSWEAR & AWARDS	7108	Chenille Award Letters	368.91	
DANA F COLE & CO.	35011778	125 Plan administrative services	95.00	
DAS STATE ACCTING - CENTRAL FINANC	1430840	Interagency billing-accounting	267.63	
DECKER INC SCHOOL FIX	579779A	Marker Boards	1,615.96	
EAKES OFFICE PRODUCTS	8923062-0	Workroom Supplies and Calendar	535.35	
EDUCATIONAL SERVICE UNIT #11	4530	IXL, Math, ELA, Sci, SS	6,400.00	
EDUCATIONAL SERVICE UNIT 10	24877	Technology training	375.00	
EGAN SUPPLY CO	385216.1	Classroom supplies	113.62	
Eric Rose Plumbing	1241	Preschool sewer repair	651.26	
ESU #9	24250	May Vision services	625.00	
ESU COORDINATING COUNCIL	PFPT000091	Proofpoint renewal	162.36	
FIRST STATE BANK - ACH	070124-0001	ACH monthly fee	35.00	
HARLAN COUNTY JOURNAL	1224	June 2024 meeting minutes	131.15	
HARLAN COUNTY JOURNAL	1234	June 2024 noon meeting notice	6.75	
HARLAN COUNTY JOURNAL	1235	July 2024 noon meeting notice	6.75	
Hauff Mid America Sports	146435	Footballs & Basketballs	695.88	
Home Depot Supply	806688966	Jet body promax	15.70	
Home Depot Supply	806924163	Carpet cleaner	86.54	
Home Depot Supply	809071582	Jet mini promax-custodial supplies	571.20	
Hometown Lawn Care	3756	New sprinkler system installed-PF	6,800.00	
HOMETOWN LEASING	0012799527July24	Copier lease	182.58	
HOMETOWN LEASING	12796128July24	Copier lease	2,473.04	
INSPIRE REHABILITATION, LLC	09891	PT charges	82.32	
INSPIRE REHABILITATION, LLC	INV-09585	PT charges for April	149.55	

J.W. PEPPER & SON, INC	366467318	Sheet music	19.25
J.W. PEPPER & SON, INC	366504259	Sheet music	16.10
JOSTENS, INC	34488260	8 x 6 red diploma covers	635.95
LAKE AUTOMOTIVE	7404	Paint & labor, tail lamp repair	570.60
LAKESHORE LEARNING MATERIALS	474410050824.1	Sped	6.99
MATHESON TRI-GAS, INC.	52366579	High Grade AWS	76.09
NE RURAL COMM SCHOOLS ASSN	MEM 005-2024	2024-25 NRCSA Membership Due	850.00
NEBRASKA PUBLIC POWER DISTRICT	211010052391	July 515 Jewell St utilities	4,393.05
	4		
NEBRASKA PUBLIC POWER DISTRICT	211010052393	July Football field lights	86.94
	4		
NEBRASKA PUBLIC POWER DISTRICT	211010052396	July crossing light	31.58
	4		
NEBRASKA PUBLIC POWER DISTRICT	211010052399	July Bus barn	31.58
	4		
NEBRASKA PUBLIC POWER DISTRICT	211010052402	July Booster Pump	31.58
	4		
NEBRASKA PUBLIC POWER DISTRICT	211010052405	July Greenhouse	32.58
	4		
NEBRASKA PUBLIC POWER DISTRICT	221010053668	July 511 John St	43.72
	4		
NEBRASKA PUBLIC POWER DISTRICT	221010131536	July 512 Main-preschool bldg	95.67
	4		
NEBRASKALAND AVIATION, INC	207996	fcl x fpt flange	14.20
NEFF COMPANY	N003287235	Gold Bar	454.75
PowerSchool Group LLC	INV403060	Schoology LMS Subscription	4,501.65
PROTEX CENTRAL INC	153209	Fire alarm & extinguisher inspectic	629.00
PROTEX CENTRAL INC	153387	Fire extinguisher recharge	397.50
PYRAMID SCHOOL PRODUCTS	S1472012.001	ESUCC order	2,812.49
RASMUSSEN MECHANICAL SERVICES	CON012562	Preventive maintenance	6,544.00
RASMUSSEN MECHANICAL SERVICES	SRV112387	HVAC service call	1,019.75
REALLY GOOD STUFF, LLC	8545073	Sped	94.99
S & S WORLDWIDE	IN101416976	PE supplies	284.33
S & W AUTO PARTS, INC	612559	Custodial supplies	7.99
S & W AUTO PARTS, INC	613123	Mob1 Oil	13.49
SCHOOL HEALTH CORPORATION	CINV000056861	ESUCC order	499.35
SCHOOL SPECIALTY LLC	308104514581	ESUCC order	272.88
SOFTWARE UNLIMITED, INC	20240628-128	Annual fee	7,750.00
STAPLES	6003620538	Fine parchment blue paper	18.29
STAPLES	6003620539	parchment paper	67.27
SUNBELT RENTALS	155363197-0001	Ride on Aerator rental	694.68
TRUSTWORTHY HARDWARE	53076	Paint for Teachers Aid room	104.98
U.S.CELLULAR	0661322279	Custodian cell phone	61.51
VAN DIEST SUPPLY COMPANY	140214	Tuff Turf & fungicide	2,175.70

WAGGONER INSURANCE AGENCY	6122024	EMC Insurance work comp audit	986.00
WAGGONER INSURANCE AGENCY	662024	EMC insurance 2nd QTR billing	29,617.75
WHITE'S AUTO GLASS	10521-48096	Windshield	284.57
WHITE'S AUTO GLASS	10521-48097	Windshield	284.57
WOODWARD'S DISPOSAL SVC, INC	NO9202-2209	Document destruction	30.00
		General fund total	<u>96,306.91</u>
		Payroll & benefits	#####
		Total	#####
Building Fund			
Banner Capital Bank		Auto loan payment	<u>1,743.45</u>
First State Bank		Interest payment	<u>415.01</u>
			<u>2,158.46</u>

JUNE 2024 LUNCH FUND CHECK REGISTER BY CHECKING ACCOUNT

Check #	Entity Name	Description	Check Date	Amount
2378	EGAN SUPPLY CO	Kitchen Supplies	07/08/2024	\$ 257.20
2379	PYRAMID SCHOOL PRODUCT	Kitchen Supplies	07/08/2024	\$ 63.98
SUBTOTAL				<u>\$ 321.18</u>
TOTAL				<u>\$ 321.18</u>



Nebraska Rural Community Schools Association
440 S. 13th St, Ste B
Lincoln, NE 68508

Invoice #:	Mem 005
Date:	7/1/2024

Bill To: Alma Public Schools PO Box 170 Alma NE 68920

For: NRCSA Membership Dues

Description	Amount
2024-25 NRCSA Membership Dues	\$850.00
Invoice Total	\$850.00

Make all checks payable to **NRCSA**

If you have any questions concerning this invoice, contact Jeff Bundy at (402) 202-6028 or e-mail: jbundy@nrca.net

NRCSA will be moving to a new office in July of 2024. The new address will be:

**440 S 13th St, Suite B
Lincoln, NE 68508**

Please update your records accordingly.

Why Remain a Member of NRCSA?

We are the only organization focused on rural community K-12 school districts and their role in Nebraska's public education system. Depth of membership matters when talking to Senators and other officials. Senators view NRCSA as representing all "rural community districts". The more members we have, the larger the true number of districts and students represented, the stronger our voice. The common theme for membership is being a rural community school, an ESU with a number of rural districts, or a higher ed institution that works closely with rural districts. .

NRCSA can act as a forum for advancing ideas and concerns, whether legislative, Department, or any entity having a role in public education. This has included representing members to groups such as Senators, rural education research groups, rural membership advocacy groups, rural interest groups, collaborative groups, Nebraska Department of Education, and NREA (national) committee participation.

NRCSA offers two annual statewide events (Legislative Forum and Spring Conference) which offer members the chance to learn about issues affecting rural schools, the opportunity to develop professionally, network with personnel representing other districts and interact directly with policymakers and providers as well as NRCSA leaders. Both events are focused on our rural community schools' issues and interests. The Spring Conference is also the event that highlights awards, speakers, scholarships, exhibitors, music groups, many learning and information opportunities, and of course NRCSA food.

NRCSA offers recognition to those who demonstrate outstanding leadership and character in rural schools through exceptional scholarship and awards programs. In 2024, NRCSA awarded twenty-two \$2,000 scholarships (up from 16 \$2,000 in 2021) to graduating students from NRCSA-member school districts.. Twenty of the scholarships went to rural school students who intend to enter college to become an educator. Awards annually recognizes eight outstanding individuals for their efforts in our member districts and ESUs. This year, NRCSA is adding six \$1,000 scholarships that will go to employees of member districts or ESUs who are working toward attaining a teaching certificate through "para to teacher" programs such as offered by the three state colleges or through a transitional program such as offered by UNK.

NRCSA provides, exclusively sent to Superintendents/ESU Administrator and Board of Education members of member schools, written updates from the Executive Director on current association activities and involvement within the legislative process. In the past the updates have gone only to the Superintendents and Board Presidents. We have expanded our updates to include all Board of Ed members. We are requesting the district Superintendent provide board member email contact information, or at least for the Board President, so the NRCSA communications can be sent to a larger audience directly. We encourage our updates to be used as board meeting information, as well.

NRCSA currently offers leadership roles, ten elected and 59 appointed positions, for superintendents/ESU administrators of member districts to be further involved. Elected opportunities include six NRCSA district (regional) representatives, three presidency cycle offices, and one secretary office as the ten-member Executive Committee. There are ten appointed members of the Scholarship & Recognition Committee, twenty-two appointed members of the Legislative Committee (including seven ex-officio past NRCSA presidents), twelve appointed members of the Rural Teacher Committee, and fifteen members of the NRCSA Closing the Gap Project Team. The Rural Teacher Committee also includes six representatives from the State Colleges.

NRCSA offers the NRCSA-USbank OneCard program to all member entities statewide as a NRCSA program. The OneCard is a Visa purchase-only card that allows designated personnel to make purchases for the district, thus eliminating the need to carry cash, or for staff to use their personal credit/debit card and go through a reimbursement process. The Superintendent pre-loads the card and all transactions are clearly identified on the monthly statements. It is easy, clean, secure, and can be used for any purchase of any size. NRCSA receives a portion of the interchange income generated by use of the cards. Seventy-two districts and the NRCSA office use the

OneCard. This income provides critical support for NRCSA scholarships and awards.

NRCSA provides elective services such as OneCard Purchase Card, Superintendent Search, Principal Search, and Planning Support. Information regarding these services is provided on the NRCSA website and via emails to member districts and will be included as Facebook information.

It is an exciting time for NRCSA and an exciting time to be a member! There are two ways to renew your membership. You may update and return the Superintendent and Board member contact information included. Or you may submit an Online Membership Form. Simply go to www.nrca.net and click on 'Membership' then, select 'Regular Member'. Click the 'Complete Membership Form Online' link and follow the directions. District dues for 2024-25 remain at \$850.00, due September 15. Please note that we are asking for the mobile phone numbers of administrators and board presidents, so please share that information with us. Also we would like to know the day and time on which your regular board meeting occurs (ie. second Monday of the month: 7:00 PM).

Again this year, NRCSA is offering a discounted membership in the National Rural Education Association (NREA). NRCSA is one of forty-three state affiliates of the NREA and as such, can offer NRCSA member schools a twenty-five percent discount on NREA memberships. There are two membership options: An individual membership (cost \$75.00 per year) and a school district membership (cost \$300.00 per year). The individual membership allows a single person to maintain membership in the NREA, while a district membership allows up to seven (7) people (such as board members or other staff) to be listed as members under the school district's membership. If you would like to join the NREA, as well as NRCSA, simply complete the enclosed registration form and return it to NRCSA along with a check for the cost of membership dues. **A separate check must be submitted for NREA dues, made out to NREA.** The checks and information collected will be forwarded to the NREA. Joining the NREA is an optional addition to NRCSA membership dues, but we encourage you to join the NREA.

Thank you in advance for your continued support of NRCSA and quality education for all students in rural Nebraska. Your membership and voice toward growing your rural and outstate specific education association is vital to our relationships and our efforts on behalf of your schools, students, and communities.



--YOUR ANNUAL MEMBERSHIP PROVIDES SUPPORT FOR --
Nebraska Rural Community Schools Association

<p><u>STATE LEGISLATIVE ADVOCACY</u> NRCSA is active in representing rural public schools in the Unicameral. The Executive Director is the main spokesperson for NRCSA, but is also represented by the lobbying firm of Nowka and Edwards. NRCSA's Legislative Committee includes 20 Superintendents/ESU Administrators and 6 Board of Education members from member schools/ESUs.</p>	<p><u>RURAL ADVOCACY</u> NRCSA is the only organization that speaks solely on behalf of public rural schools in the State of Nebraska. Other groups do a great job of representing their members, but at times cannot take a stand as they represent both very large and smaller districts. NRCSA is not necessarily tied down along those lines.</p>	<p><u>SUPERINTENDENT SEARCHES</u> NRCSA's Superintendent and Principal Search Services are conducted by veteran Superintendents whose professional lives were involved in rural education in Nebraska. The service is available to all Nebraska school districts, with member districts paying a lower rate than non-member districts. A professional cost effective proposal and fee structure is available upon request.</p>
<p><u>PLANNING WORKSHOPS</u> The NRCSA Planning Support Service is an elective service that assists districts in planning and goal-setting. The service is conducted by veteran Superintendents whose professional lives were involved in rural education in Nebraska.</p>	<p><u>NATIONAL ADVOCACY</u> NRCSA is a member of the National Rural Education Advocacy Consortium (NREAC), which represents the interests of rural public schools in national forums where education issues are decided.</p>	<p><u>PRINCIPAL SEARCHES</u> During the 2022-23 year, NRCSA added a Principal Search service. NRCSA consultants will work with the Superintendent to conduct a search for Principal candidates.</p>
<p><u>COMMUNICATIONS</u> NRCSA provides regular updates from the Executive Director to member schools. A more in-depth update is provided to all members just prior to monthly Board of Education meetings. The NRCSA webpage is www.nrcsa.net. NRCSA also has a social media presence on Twitter (@NRCSA1980) and on Facebook (www.facebook.com/nrcsahome).</p>	<p><u>SPRING CONFERENCE</u> NRCSA offers an annual conference in Kearney in March. The conference targets issues and interests of rural schools. An opportunity is created to network with other rural school districts and to interact directly with policymakers and NRCSA leaders.</p>	<p><u>TEACHER SCHOLARSHIPS</u> New for this year, NRCSA provides six \$1,000 scholarship to employees of member districts/ESUs who are working to attain teacher certification either through a recognized "para to teacher" program such as offered by the state colleges or a transitional program such as offered by UNK.</p>
<p><u>DISTRICT MEETINGS</u> Each fall NRCSA conducts a meeting in each of the six membership districts. These meetings provide an opportunity for rural schools to connect with NRCSA leadership on a face-to-face basis.</p>	<p><u>US BANK ONE CARD PROGRAM</u> NRCSA has partnered with US Bank to provide this unique purchase card program for school districts. Individual school districts decide which staff members receive purchase cards. The district has control over where purchases can be made and for what amounts. This can be especially helpful when sending sponsors out with student groups.</p>	<p><u>NRCSA AWARDS</u> NRCSA annually recognizes individuals who are outstanding at serving member districts. At the Spring Conference each year NRCSA recognizes an Outstanding Elementary Teacher, Secondary Teacher, Classified Staff Member, ESU Staff Member, Music Teacher, Principal, Board of Education Member, and Superintendent/ESU Administrator.</p>
<p><u>NRCSA EXECUTIVE BOARD</u> The 10-member Executive Board provides leadership and direction for the organization. Each of the six NRCSA districts is represented by at least one Superintendent from a district within the district.</p>	<p><u>NRCSA SCHOLARSHIPS</u> NRCSA annually awards 20 \$2,000 scholarships to high school seniors from NRCSA-member schools who are entering college with the goal of becoming school teachers. NRCSA also presents two \$2,000 Gary Fisher Scholarships to high school seniors going into the fine arts.</p>	<p><u>EXCESS EQUIPMENT CLEARINGHOUSE</u> A free service to member districts and ESUs is the opportunity to post items for sale to all other members. Items such as vehicles, scoreboards, weight equipment, school furniture, and text books have been posted on behalf of members.</p>
<p><u>NEBRASKANS UNITED</u> NRCSA is a strong member of this group which includes most education and ag-related organizations in the State. The purpose is to work to provide property tax relief, as well as to protect and promote funding to public education.</p>	<p><u>NEW LEAF TELETHERAPY</u> Beginning with the 2023-24 school year, NRCSA has partnered with New Leaf to provide another tool in helping to provide Mental Health teletherapy services for their staff and students.</p>	<p><u>LEADERSHIP OPPORTUNITIES</u> Each year there are over 70 leadership positions on the Executive Committee or other NRCSA committees that provide opportunities for member Superintendents/ESU Administrators.</p>
<p><u>EDUCATION ASSOCIATIONS COALITION</u> NRCSA is an active member of this group that is comprised of all of the major education associations in the state. The purpose of the group is to work together on legislative issues facing public education.</p>	<p><u>NATIONAL RURAL EDUCATION ASSOCIATION</u> NRCSA is a strong member of the NREA. The NREA provides leadership on issues facing rural education on the national level. Dr. Jon Habben, former NRCSA Executive Director of NRCSA, serves as NRCSA's Federal Legislative Liaison.</p>	<p><u>RURAL TEACHER SHORTAGE</u> NRCSA has started a Rural Teacher Committee that was established to find ways to address the shortage of teachers in rural schools. Twelve member Superintendents work with representatives from Chadron State College, Wayne State College, and Peru State College in this work.</p>

"QUALITY RURAL SCHOOLS"
Nebraska Rural Community Schools Association 440 S. 13th St, Suite B, Lincoln, NE 68508

RELEASE AND INDEMNIFICATION AGREEMENT

In consideration of the undersigned being allowed or granted permission to use Alma Public Schools County School District 42-0002 a/k/a Alma Public Schools (hereinafter referred to as "Alma Public Schools") buildings, grounds, facilities or equipment, the undersigned hereby releases and waives any and all claims, demands, causes of action, suits, debts or damages which the undersigned has or which may in the future accrue, for all personal injuries, known or unknown, or injuries or damage to property, caused or arising out of the undersigned's use of Alma Public Schools building, grounds, facilities or equipment.

Additionally, in consideration of the undersigned being allowed or granted permission to use Alma Public Schools buildings, grounds, facilities or equipment, the undersigned hereby covenants to indemnify and save harmless the Alma Public Schools buildings, grounds, facilities or equipment.

The undersigned acknowledges and agrees that without executing this Release and Indemnification Agreement permission would not be granted to use Alma Public Schools buildings, grounds, facilities or equipment. The undersigned further understands and agrees that this Release shall be binding on the undersigned, and the undersigned's heirs, executors, administrators or assigns, and that by executing this Release and Indemnification Agreement, the undersigned is hereby releasing and agreeing to indemnify Alma Public Schools, all of its present or future Board members in their individual or official capacities, and all of the school district's employees or agents in their individual or official capacities, and all successors thereto.

The Alma Public Schools does not sponsor or in any way endorse the views, aims, policies, opinions or content of any speakers, or presenters, or materials disseminated as part of the program of the person or persons or entity allowed access to Alma Public Schools

facilities, and remains totally neutral with regard thereto.

The undersigned acknowledges having read this Agreement, understands the rights which are being waived or released hereby, understands the indemnification obligation assumed hereby, and executes the same voluntarily and with full knowledge of its significance.

DATED this _____ day of _____, 20__.

_____	_____
_____	_____
_____	_____

NOTE: THIS DOCUMENT HAS SIGNIFICANT LEGAL RAMIFICATIONS AND SHOULD BE CAREFULLY READ AND UNDERSTOOD. IF THERE ARE ANY QUESTIONS, THE SIGNER OF THIS DOCUMENT SHOULD CONSULT HIS OR HER OWN ATTORNEY.

Date of Adoption: January 9, 2023

**APPLICATION FOR USE OF SCHOOL FACILITIES (Weight Room)
Alma Public School (Updated Policy – Effective July 10th 2024)**

Name of Person Making Request: _____ Date: _____

- _____ I understand that by signing this agreement, I agree to the rules, regulations and policies of Alma Public Schools. Each fob is assigned to a specific individual and is non-transferable.
- _____ I understand that to use the Alma Public School facilities I must also sign the “Release and Indemnification Agreement”, pay a non-refundable user fee (1 year from the date listed above) and key fob deposit and that my right to use APS facilities may be ended at any time by the school administration and/or Alma Public School.
- _____ **I agree that I will not allow my school-age children to use my fob to access the weight room without my direct supervision.**
- _____ **I understand that "direct supervision" means being physically present in the weight room and other area being used with my school age children at all times while they are using the facilities. I acknowledge that if my school-age children are found using my fob without my direct supervision, my fob access will be turned off, and once my fob access is turned off due to this violation, it will not be reactivated.**
- _____ I understand that if I choose to play music in the weight room that the music I play is appropriate for the school environment and will not play music that has profanity, contains sexual references or is of questionable nature as determined by any Alma Public School employee.
- _____ I understand that I am solely responsible for any damages that I cause or is caused by any person that I bring into the building.
- _____ **I understand that I (or anyone with me) only have permission to use the weight room and will not go beyond the weight room, south hallway, or the restroom located in the south hallway without prior permission by the school’s administration. (This includes using the gymnasiums which is prohibited without prior permission by the school administration)**
- _____ I understand that the key fob is the property of Alma Public School and that when requested by the school’s administration will return it and that I can’t give it to any other individual without prior permission by the school’s administration.
- _____ I understand that I will abide by the time established by the school to use the weight room.
- _____ I understand that video/audio surveillance is in use and in the event a video/audio surveillance recording that captures school policy violations or violations of local, state or federal laws, the video/audio surveillance recording may be used in appropriate disciplinary proceedings and may be turned over to law enforcement agencies.
- _____ **I understand that by failing to follow any of the stipulations listed above I will lose the privilege to use the weight room and/or other Alma Public School facilities.**
- _____ **The facilities will not be available for use during any school activities.**
- _____ Other Family members using key fob: _____

Fees (To Be Completed by Superintendent or Designee) (User Fees Paid are Non-Refundable)

<u>Type</u>	<u>Amount</u>	<u>End Date</u>
User Fee	\$50 (1 year from end date)	_____

Policy Compliance and Acceptance of Liability

This application is subject to the terms of the Board’s “Community Use of School Facilities” policy. The terms and conditions of that policy are incorporated into this application by this reference. Applicant accepts all such terms and conditions.

I have read, understand and agree to abide by the policies, rules and conditions on the use of these facilities on this form and in Board Policy. I understand that I am accepting the use of the facility from the Alma Public School with no assurances or guarantees relative to their condition. It shall be my responsibility to check the facility to see that it is safe for my intended use. I take full responsibility for the facilities while they are being used by me and will make full restitution for any and all damages, which may occur while I use the facility. I agree to indemnify and hold the school district harmless for any and all accidents and injuries to others or myself while I am using the facility regardless of the negligence of the school district or its personnel. I assume full responsibility and liability for any and all persons including family members that I bring to the Alma Public School facilities while using the weight room and/or the facilities of Alma Public School.

Print Name & Signature (User)	Date	Print Name & Signature (User)	Date
Print Name & Signature (User)	Date	Print Name & Signature (User)	Date
Superintendent or Designee Signature	Date		

Q18.

According to 7 CFR 210.31(e)(2), all schools are required to complete an assessment of their school's compliance with their local school wellness policy (SWP) at least once every three years and make this assessment available to the public by posting assessment responses to your school's website. You will have the option to download a pdf of your assessment at the conclusion of the survey.

The school wellness policy (SWP) triennial assessment must be completed by June 30, 2021. Non-compliance with this requirement will result in a holding of the school's claim until this requirement is met.

The questions contained in this survey have been taken from the Alliance for a Healthier Generation's SWP assessment. Please provide your school's information and then answer each of the 10 questions below. Click "Submit" at the end of the survey to have your assessment recorded.

Q16. This survey outlines the ten required components of the SWP as defined by the USDA final rule of 2016. Districts can use this checklist with Healthier Generation's Model Wellness Policy to revise/update their SWP to ensure that it meets federal requirements. Healthier Generation's Model Wellness Policy includes model language for the required components, as well as resources to support implementation.

For each component identified below, select the rating that applies to your SWP. The rating scale is:

2 = Includes **all** required language

1 = Includes **some** of the required language

0 = Includes **none** of the required language

Q17. Please provide your school's information in the space provided below.

School Name

Alma Public School District #2

Agreement Number (6 digits, no dashes)

420002

School Wellness Policy Contact Name

Jon Davis

School Wellness Policy Contact Email

jon.davis@almacardinals.org

Q2. The policy identifies one or more school district and/or official(s) who have the authority and responsibility for ensuring that each school complies with the policy.

Rating

Q3. The policy includes language inviting parents, students, representatives of the school food authority, teachers of physical education, school health professionals, the school board, school administrators, and the general public to participate in the development, implementation, review and update of the SWP.

Q4. The policy includes language describing the methods for informing the public (including parents, students, and other in the community) about the SWP, and updates this information on an annual basis.

Rating

Q5. The policy includes language that outlines the triennial assessment. At least once every three years, the following is measured and made available to the public:

- the extent to which the school(s) comply with SWP;
- the extent to which the SWP compares to model local school wellness policies;
- the progress made in attaining the goals of the SWP

Rating

Q6. The policy includes nutrition standards for all foods and beverages sold on the school campus during the school day that are consistent with federal regulations for school meals and the Smart Snacks in School nutrition standards.

Rating

Q7. The policy includes standards for foods and beverages provided, but not sold, to students during the school day (e.g. in classroom parties or classroom snacks brought by parents).

Rating

Q8. The policy includes specific goals for nutrition education and promotion activities.

Rating

Q9. The policy includes requirements for marketing and advertising of only those foods and beverages that meet the USDA Smart Snacks in School nutrition standards on the school campus during the school day.

Rating

Q10. The policy includes specific goals for physical activity opportunities.

Rating

Q11. The policy includes specific goals for other school-based activities that promote student wellness.

Rating ▾

Q21.
Thank you for completing the SWP triennial assessment.
Your assessment has been recorded and no further action is needed at this time.

Location Data

Location: ([40.1148](#), [-99.3562](#))

Source: GeoIP Estimation



Step 1- Extent Local Wellness Policy Complies with USDA Requirements and Compares to a Model Policy Tracking Tool

Component	Description
<p>Select the Tool used for model LSWP comparison, upload the assessment in your folder: If another tool was used, list it here.</p>	<ul style="list-style-type: none"> • Alliance for a Healthier Generation 10-step Checklist • The WellSAT 3.0 School Assessment Tool
<p>Areas of Strength:</p>	<p>1. The school has a full-time school guidance counselor, school nurse, and school psychologists available to all students and staff daily.</p> <p>2. Physical education classes at all grade levels meet daily. Grades K-6 have PE classes by grade and get 20-25 minutes of daily PE classes. All elementary grades have a 25 minute noon recess and the lower grades have an additional afternoon recess class. Students in 7th & 8th grade have approximately 70 minutes of PE daily. Students in the 9th grade are required by Board Policy to take 9th Grade Physical Education/Health class, which meets 51 minutes daily. In addition there are two (2) Lifetime PE classes and four (4) Physical Fitness classes that are offered to students in grades 10, 11, & 12.</p> <p>3. The health and mental awareness are observed by all staff, teachers, administrators on a daily basis. Any concerns are reported to the proper staff members and/or reported to outside agencies as required by board policy and/or state law.</p>
<p>Opportunities for Improvement</p>	<p>1. There is always room for improvement and the School Improvement Team meets monthly to discuss all items that impact the school including the health and mental well-being of students, staff, and teachers.</p>

Component	Description
	<p>2. Parent involvement. Information is provided to parents through newsletter, social media, verbally, and teacher letters but there has only been moderate parent involvement.</p> <p>3. Record keeping of all of the things that are done to strengthen the LSWP</p>
<p>As a result of the comparison, was new language adopted in the LSWP?</p>	<p><input checked="" type="checkbox"/> Yes</p> <p><input type="checkbox"/> No</p>
<p>If yes, briefly describe what was adopted (include page numbers for new language if possible), Have the changes been approved by the school board?</p>	<p>The entire school wellness policy was reviewed this school year and updated. Most of the changes were clarifying the language and/or updating the language to what we are currently doing. No record was kept of those changes.</p> <p><input checked="" type="checkbox"/> Yes - All school policies are approved by the school board at the January meeting and any major changes are presented to the board. The board also reviewed and approved policies impacted by any new legislation at the May 13, 2024 Board Meeting.</p> <p><input type="checkbox"/> No</p>
<p>Describe the next steps for strengthening your LSWP.</p>	<p>As part of the continuation of the School Improvement process the LSWP will always be a part of reviewing and updating the material as needed.</p>

[Return to triennial assessment document](#)

Step #2: Progress in Reaching LSWP Goals Template

Goal As defined by your LSWP	Was the Goal Met? Yes/ Partially/ No	What Was Achieved? Describe how you achieved this goal	Documentation Share documents (as links or attachments) used to measure LSWP implementation
<i>USDA wellness policy goals outline that 3 goals must be included, 1) nutrition goal, 2) physical activity goal, and 3) other student wellness goal, additional goals are <u>optional</u></i>			
1. Nutrition Education Goal(s)- record goal -OR- Nutrition Promotion Goal(s)- record goal	Yes	Through Education in various classes and courses. Nutrition and health is talked about in Science, Health, Physical Education classes. Posters are displayed in the lunchroom.	Most Documentation is in text books, scholastic magazines. Posters displayed in the lunchroom and classrooms
2. Physical Activity Goal(s)- record goal	Yes	All classes have elementary PE of 20-25 minutes daily and recess. Physical Education in grades 7 & 8 is held daily for 70 minutes. Grades 9-12: 9th Grade PE/Health is required for all students for 51 minutes daily. In addition 2 Lifetime Sports and 4 Physical Fitness classes are offered to 10th, 11th, & 12th grade students	https://www.almacardinals.org/ This information is provided in the student handbooks which are posted on-line. The class scheduled is printed in the school calendar and distributed to the District residents through email.
3. Other student wellness Goal(s) - record goal, <i>this is often where goals to support SEL and Mental health or staff</i>	Yes	The school has a full-time school counselor, school nurse and school psychologist who work with all students and staff either through referral from teachers and/or parents. Other outside agencies are used if needed.	https://www.almacardinals.org/ This information is provided in the student handbooks which are posted on-line, students handbooks and the school calendar.

Goal As defined by your LSWP	Was the Goal Met? Yes/ Partially/ No	What Was Achieved? Describe how you achieved this goal	Documentation Share documents (as links or attachments) used to measure LSWP implementation
<i>wellness could be included</i>			
Additional Goal(s) Add more rows as needed			

[To return to the overview document, click this link](#), Questions, contact:
jessie.coffey@nebraska.gov

Step #3- Extent of Compliance for All Schools with the LSWP

Policy Area (Write the requirements included in your LSWP in the column below)	Not Met (Number of Schools)	Partial Compliance (Number of Schools)	Full Compliance (Number of Schools)
Nutrition Education/Promotion Goal(s)			Elem MS HS- 9th grade graduation requirements
Physical Activity Goal(s)			Elem MS HS- 9th grade graduation requirements
Other Student Wellness Goal(s)			
Non-goal related requirements of LWP- outline how you are meeting these elements in your LPW and the levels of compliance			
<u>Federal/State Meal Standards are Met</u>			The Federally funded breakfast & lunch program is in full compliance of Federal/State Meal Standards
Foods Offered but Not Sold to Students Standards			K-12
Food and Beverage Marketing (<u>SMART Snacks regulations</u> - ala carte and vending, food sales during the school day)			K-12

District LSWP Components	For the components below, indicate whether the district is in compliance.
Public Involvement- how was the public included in LWP development? (parents, community members, etc.)	<input checked="" type="checkbox"/> YES <input type="checkbox"/> No

District LSWP Components	For the components below, indicate whether the district is in compliance.
Public Notification- how are you notifying the public about your assessment results?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Triennial Assessment- is this posted publicly? Provide the link	<input checked="" type="checkbox"/> Yes https://www.almacardinals.org/ <input type="checkbox"/> No

[To return to the overview document, click this link](#)

Questions, contact: jessie.coffey@nebraska.gov

Step #4: Sharing Your Success

Triennial Assessment Report to the Public (Public Notification is Required)

Part #1- Post results of the wellness policy assessment

Part #2-Post results on progress made in meeting your 3 district wellness policy goals at BOTH:

- 1) District
- 2) Each building

Identify steps taken to meet unmet goals or policy elements and how you will update Wellness policy goals (likely from 2017) to reflect current programs and practices.

Document how you will update the public below, and provide the link(s) to public updates of the triennial assessment results- *provide links to your documentation*

Example) Updating the Public

Target Audience(s)	Method	Date
The Public/Parents/CareGivers	School Website/School Newsletter	7/15/2024
District School Board	Presentation during School Board meeting	7/08/2024
Link to the district website to meet public notification requirement	https://www.almacardinals.org/	

Target Audience(s)	Method	Date
Parents/Caregivers, teachers, community partners	School Newsletter	5/30/2022
District School Board	Presentation during School Board meeting	6/1/2022
Community Partners	Presentation during District Wellness Committee meeting	5/25/2022
Parents/Caregivers	Presentation during Open House event	5/25/2022

When updating the public, include a link to your wellness policy and an email contact the public can ask questions. **Post a summary to one of your district's main pages so patrons can** Nebraska Department of Education, Office of Coordinated Student Support Services

Adapted from the Let's Eat Healthy Program resources Questions? jessie.coffey@nebraska.gov

easily see your updates, consider including pictures of students and staff participating in wellness activities To return to the Triennial Assessment overview document, [click this link](#)

StudentsSchool Wellness Policy

The school district is committed to providing a school environment that enhances learning and the development of lifelong wellness. The goals outlined in this policy were determined and selected after reviewing and considering evidence-based strategies.*

1. Goals for Nutrition Promotion and Education

- a. The district will promote healthy food and beverage choices for all students, as well as encourage participation in school meal programs by such methods as implementing evidence-based healthy food promotion techniques through the school meal programs and promoting foods and beverages that meet or exceed the USDA Smart Snacks in School nutrition standards.
- b. The health curriculum will include information on good nutrition and healthy living habits.
- c. Teachers will incorporate information on nutrition and wellness into the classroom curriculum as appropriate.
- d. The district will collaborate with public and private entities to promote student wellness.
- e. Water will be made available to students throughout the school day.

2. Goals for Physical Activity

- a. The school district's curriculums shall include instruction on physical activity and habits for healthy living.
- b. Students will be encouraged to engage in physical activities throughout the school day and will be provided with opportunities to do so.
- c. The district encourages parents and guardians to support their children's participation in physical activity, to be

- ii. USDA Smart Snacks in School nutrition standards.
- b. The district will offer students a variety of age-appropriate, healthy food and beverage selections with plenty of fruits, vegetables, and whole grains aimed at meeting the nutrition needs of students within their calorie requirements in order to promote student health and reduce childhood obesity.

5. Standards for All Foods and Beverages Provided, But Not Sold to Students During the School Day

The district may provide a list of healthy party ideas or food and beverage alternatives to parents, teachers, and students for classroom parties, rewards and incentives, or classroom snacks. The district discourages the use of food and beverages as a reward or incentive for performance or behavior.

6. Food and Beverage Marketing

Marketing and advertising is only allowed on school grounds or at school activities for foods and beverages that meet or exceed the USDA Smart Snacks in School nutrition standards, except as follows:

- a. This requirement does not apply to marketing that occurs at events outside of school hours such as after school sporting or any other events, including school fundraising events.
- b. The district will not immediately replace menu boards, coolers, tray liners, beverage cups, and other food service equipment with depictions of noncompliant products or logos to comply with the new USDA Smart Snacks in Schools nutrition requirements. All previously purchased products will be used, and all existing contracts honored.
- c. All equipment that currently displays noncompliant marketing materials will not be removed or replaced (e.g., a score board with a Coca-Cola logo). However, as the district reviews and considers new contracts, and as scoreboards or other such durable equipment are replaced or updated over time, any products that are marketed and advertised will meet or exceed the USDA Smart Snacks in School nutrition standards

9. Triennial Assessment

The school board shall assess and review this policy at least every three years to determine:

- a. Compliance with this policy;
- b. How this policy compares to NDE model wellness policies;
- c. Progress made in attaining the goals of this policy.

The school board will update or modify this policy as appropriate.

10. Public Notice

In addition to identifying the topic on its meeting agenda as required by the Open Meetings Act, the school district will provide notice of this policy at least annually to the public and other stakeholders identified in this policy by one or more of the following methods: on its webpage, in its newsletter, in the student and employee handbooks, newspaper advertisements, direct mailings, electronic mail, and public postings.

In addition to identifying the topic on its meeting agenda as required by the Open Meetings Act, the school district will provide notice of the Triennial Assessment and progress reports towards meeting the goals in this policy using one or more of those same methods.

11. Recordkeeping

The District will retain records to document compliance with the requirements of the wellness policy at its central office.

12. Operational Responsibility

The superintendent is responsible for coordinating the implementation of this policy and for monitoring the district's progress in meeting the goals established by this policy. The superintendent will periodically report to the board on the district's progress in implementing this policy.

* These strategies include, but are not necessarily limited to, those cited in the Alliance for a Healthier Generation's Model Wellness Policy (Updated 9/2016 to Reflect the USDA Final Rule) found at

StudentsSchool Wellness Policy**School Wellness Policy**

A mission of Alma Public Schools (“District”) is to provide curriculum, instruction, and experiences in a health-promoting school environment to instill habits of lifelong learning and health. Therefore, the Board adopts the following School Wellness Policy.

1. District Wellness Committee Role and Membership:

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

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

Leadership

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

2. Wellness Policy Implementation, Monitoring, Accountability and Community Engagement *Implementation Plan:*

The District will develop and maintain a plan for implementation to manage and coordinate the execution of this wellness policy. The plan delineates roles, responsibilities, actions and timelines specific to each school; and includes

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

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

Recordkeeping

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

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

Annual Notification of Policy

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

as information on how the public can get involved with the school wellness committee.

Triennial Progress Assessments

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

- * The extent to which the District's schools are in compliance with the wellness policy;
- * The extent to which the District's wellness policy compares to [a] the Alliance for a Healthier Generation's model wellness policy; and
- * A description of the progress made in attaining the goals of the District's wellness policy. The position/person responsible for managing the triennial assessment and contact information is the Superintendent or the Superintendent's designee. The DWC, in collaboration with individual schools, will monitor schools' compliance with this wellness policy. The District will actively notify households/families of the availability of the triennial progress report.

Revisions and Updating the Policy

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

Community Involvement, Outreach and Communications

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

the policy. The District will ensure that communications are culturally and linguistically appropriate to the community, and accomplished through means similar to other ways that the District and individual schools are communicating important school information with parents.

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

3. Nutrition:

School Meals

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

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

- * Are accessible to all students;
- * Are appealing and attractive to children;
- * Are served in clean and pleasant settings;
- * Meet or exceed current nutrition requirements established by local, state, and Federal statutes and regulations. (The District offers reimbursable school meals that meet USDA nutrition standards.)
- * Promote healthy food and beverage choices using at least ten of the following Smarter Lunchroom techniques:
 - Whole fruit options are displayed neatly.
 - Sliced or cut fruit is available daily.
 - Daily fruit options are displayed in a location in the line of sight and reach of students.

- All available vegetable options have been given creative or descriptive names.
- Daily vegetable options are bundled into all grab-and-go meals available to students.
- All staff members, especially those serving, have been trained to politely prompt students to select and consume the daily vegetable options with their meal.
- White milk is placed in front of other beverages in all coolers.
- Alternative entrée options (e.g., salad bar, yogurt parfaits, etc.) are highlighted on posters or signs within all service and dining areas.
- A reimbursable meal can be created in any service area available to students (e.g., salad bars, snack rooms, etc.).
- Student surveys and taste testing opportunities are used to inform menu development, dining space decor and promotional ideas.
- Student artwork is displayed in the service and/or dining areas.
- Daily announcements are used to promote and market menu options.

Staff Qualifications and Professional Development

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

Water

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

Competitive Foods and Beverages

The District is committed to ensuring that all foods and beverages available to students on the school campus during the school day support healthy eating. The foods and beverages sold and served outside of the school meal programs (e.g., "competitive" foods and beverages) will meet the USDA Smart Snacks in School nutrition standards, at a minimum. Smart Snacks aim to improve student health and well-being, increase consumption of healthful foods during the school day and create an environment that reinforces the development of healthy eating habits. A summary of the standards and information, as well as a Guide to Smart Snacks in Schools are available at: <http://www.fns.usda.gov/healthierschoolday/tools-schools-smart-snacks>. The Alliance for a Healthier Generation provides a set of tools to

assist with implementation of Smart Snacks available at www.foodplanner.healthiergeneration.org.

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

Celebrations and Rewards

Schools are strongly encouraged to meet the USDA Smart Snacks in School nutrition standards.

1. Celebrations and parties. The District will provide a list of healthy party ideas to parents and teachers, including non-food celebration ideas.
2. Classroom snacks brought by parents. The District will provide or make available to parents a list of foods and beverages that meet Smart Snacks nutrition standards.
3. Rewards and incentives. The District will provide teachers and other relevant school staff a list of alternative ways to reward children or other comparable resources.

Fundraising

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

Nutrition Promotion

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

through a comprehensive and multi-channel approach by school staff, teachers, parents, students and the community.

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

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

Nutrition Education

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

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

Essential Healthy Eating Topics in Health Education

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

- * Relationship between healthy eating and personal health and disease prevention
- * Food guidance from MyPlate
- * Reading and using FDA's nutrition fact labels

- * Eating a variety of foods every day
- * Balancing food intake and physical activity
- * Eating more fruits, vegetables and whole grain products
- * Choosing foods that are low in fat, saturated fat, and cholesterol and do not contain trans fat
- * Choosing foods and beverages with little added sugars
- * Eating more calcium-rich foods
- * Preparing healthy meals and snacks
- * Risks of unhealthy weight control practices
- * Accepting body size differences
- * Food safety
- * Importance of water consumption
- * Importance of eating breakfast
- * Making healthy choices when eating at restaurants
- * Eating disorders
- * The Dietary Guidelines for Americans
- * Reducing sodium intake
- * Social influences on healthy eating, including media, family, peers and culture
- * How to find valid information or services related to nutrition and dietary behavior
- * How to develop a plan and track progress toward achieving a personal goal to eat healthfully
- * Resisting peer pressure related to unhealthy dietary behavior
- * Influencing, supporting, or advocating for others' healthy dietary behavior

Food and Beverage Marketing in Schools

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

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

foods that comply with or exceed those nutrition standards are permitted to marketed or promoted to students.

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

- * Brand names, trademarks, logos or tags, except when placed on a physically present food or beverage product or its container.
- * Displays, such as on vending machine exteriors
- * Corporate brand, logo, name or trademark on school equipment, such as marquees, message boards, scoreboards or backboards (Note: immediate replacement of these items are not required; however, districts will replace or update scoreboards or other durable equipment when existing contracts are up for renewal or to the extent that it is financially possible over time so that items are in compliance with the marketing policy.)
- * Corporate brand, logo, name or trademark on cups used for beverage dispensing, menu boards coolers, trash cans and other food service equipment; as well as on posters, book covers, pupil assignment books or school supplies displayed, distributed, offered or sold by the District.
- * Advertisements in school publications or school mailings.
- * Free product samples, taste tests or coupons of a product, or free samples displaying advertising of a product.

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

4. Physical Activity:

Children and adolescents should participate in at least 60 minutes of physical activity every day. A substantial percentage of students' physical activity can be provided through a comprehensive school physical activity program (CSPAP). A CSPAP reflects strong coordination and synergy across all of the components: quality physical education as the foundation; physical activity before, during and after school; staff involvement and family and community engagement and the District is committed to providing these opportunities. Schools will ensure that these varied physical activity opportunities are in addition to, and not as a

substitute for, physical education (addressed in “Physical Education” subsection). All schools in the District will be encouraged to participate in Let’s Move! Active Schools (www.letsmoveschools.org), or comparable program, in order to successfully address all CSPAP areas.

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

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

Physical Education

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

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

All elementary students in each grade will receive physical education for at least 50-90 minutes per week throughout the school year.

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

Essential Physical Activity Topics in Health Education

Health education will be required in all elementary grades and the District will require middle and high school students to take and pass at least one health education course. The District will include in the health education curriculum a

minimum of 12 of the following essential topics on physical activity:

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

Recess (Elementary)

All elementary schools will offer at least 20 minutes of recess on all days during the school year. Exceptions may be made as appropriate, such as on early dismissal or late arrival days. Handwashing time, as well as time to put away coats/hats/gloves, will be built into the recess transition period/timeframe before students enter the cafeteria.

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

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

Classroom Physical Activity Breaks (Elementary and Secondary)

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

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

Active Academics

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

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

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

Before and After School Activities

The District offers opportunities for students to participate in physical activity either before and/or after the school day through a variety of methods. The District will encourage students to be physically active before and after school by sponsoring or permitting: physical activity clubs and physical activity in aftercare, intramurals or interscholastic sports.

Active Transport

The District will support active transport to and from school, such as walking or biking. Examples of activities that the District may engage in to encourage active transport include, but are not limited to:

- * Designate safe or preferred routes to school
- * Promote activities such as participation in International Walk to School Week and National Walk and Bike to School Week

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

5. Other Activities that Promote Student Wellness:

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

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

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

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

Community Partnerships

The District will develop, enhance, or continue relationships with community partners (e.g., hospitals, universities/colleges, local businesses, SNAP-Ed providers and coordinators, etc.) in support of this wellness policy's implementation. Existing and new community partnerships and sponsorships will be evaluated to ensure that they are consistent with the wellness policy and its goals.

Community Health Promotion and Family Engagement

The District will promote to parents/caregivers, families, and the general community the benefits of and approaches for healthy eating and physical activity throughout the school year.

Staff Wellness and Health Promotion

The DWC will have a staff wellness subcommittee that focuses on staff wellness issues, identifies and disseminates wellness resources and performs other functions that support staff wellness in coordination with human resources staff. Schools in the District will implement strategies to support staff in actively promoting and modeling healthy eating and physical activity behaviors. The District promotes staff member participation in health promotion programs and will support programs for staff members on healthy eating/weight management that are accessible and free or low-cost.

Professional Learning

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

Glossary

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

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

Triennial: recurring every three years

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

Date of Adoption: May 14, 2014

Date of Revision: January 08, 2024

Alma Public Schools 2024-2025

1/15/24

<p>Aug 12 – Start of Fall Practice Aug 12-13 Teacher Workday Aug 14 – 1st Day of School – 2 PM Dismissal</p>	<p>AUGUST '24</p> <table border="1"> <thead> <tr><th>S</th><th>M</th><th>T</th><th>W</th><th>T</th><th>F</th><th>S</th></tr> </thead> <tbody> <tr><td></td><td></td><td></td><td></td><td></td><td>1</td><td>2</td></tr> <tr><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td></tr> <tr><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td></tr> <tr><td>17</td><td>18</td><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td></tr> <tr><td>24</td><td>25</td><td>26</td><td>27</td><td>28</td><td>29</td><td>30</td></tr> <tr><td>31</td><td></td><td></td><td></td><td></td><td></td><td></td></tr> </tbody> </table>	S	M	T	W	T	F	S						1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31							<p>SEPTEMBER '24</p> <table border="1"> <thead> <tr><th>S</th><th>M</th><th>T</th><th>W</th><th>T</th><th>F</th><th>S</th></tr> </thead> <tbody> <tr><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td></tr> <tr><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td></tr> <tr><td>15</td><td>16</td><td>17</td><td>18</td><td>19</td><td>20</td><td>21</td></tr> <tr><td>22</td><td>23</td><td>24</td><td>25</td><td>26</td><td>27</td><td>28</td></tr> <tr><td>29</td><td>30</td><td></td><td></td><td></td><td></td><td></td></tr> </tbody> </table>	S	M	T	W	T	F	S	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30						<p>Sep 2 – No School – Labor Day Sep 11 – 10 AM Late Start Sep 16 – 1 PM Dismissal PT Conf (2:30-7:30) Sep 19 – 1/2 Teacher Workday</p>
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GENERAL INFORMATION

From the Administration

WELCOME to Alma Public Schools. It is the sincere wish of all staff members to make the 2024-2025 school term as successful and enjoyable as possible.

This handbook is intended to be used by students, parents, and staff as a guide to the rules, regulations, and general information about Alma Public Schools. Each student is responsible for becoming familiar with the handbook and knowing the information contained in it. Parents are encouraged to use this handbook as a resource and to assist their child in following the rules contained in this handbook.

Although the information found in this handbook is detailed and specific on many topics, the handbook is not intended to be all encompassing so as to cover every situation and circumstance that may arise during any school day, or school year. This handbook does not create a "contract." The administration reserves the right to make decisions and make rule revisions at any time to implement the educational program and to assure the well-being of all students and the educational program. The administration will be responsible for interpreting the rules contained in the handbook. Should a situation or circumstance arise that is not specifically covered in this handbook, the administration will make a decision based upon all applicable school district policies, and state and federal statutes and regulations.

This handbook has been revised and approved by the Administration and the Board of Education and is intended to be a guide to the rules, regulations, and general information about Alma Public Schools. As per Board Policy #5011, the rules, procedures, and practices adopted in the Parent-Student Handbook shall have the effect of Board Policy. The Policies of the Board of Education may cover areas not addressed in this Handbook. Every parent or guardian and student should familiarize themselves with Board Policies online at: www.almacardinals.org.

Included in this handbook is a copy of the Alma Public School Policy - Standards of Student Conduct Pertaining to the Unlawful Possession, Use, or Distribution of Illicit Drugs or Alcohol on School Premises or as Part of Any of the Schools' Activities. This notice is being provided to you in compliance with P. L. 101-226 and 34 C.F.R. Part 86, both Federal legal requirements for the district to obtain any Federal financial assistance. Policy Concerning Internet use by students, and FERPA is also included. Please sign the Illness or Injury Procedure Consent and Handbook Sign - off Sheet, the Acknowledgment Receipt, and the Internet Policy acknowledgment and return them to the school.

The balance between a high-quality program and positive behavior by students insures an effective learning environment for all. The maintenance of a good learning atmosphere depends upon a sustained and cooperative effort on the part of students, parents/guardians, teachers, and administrators.

We are looking forward to another exciting year. Apply yourself in your school work - do your very best, however, don't forget to have fun. If you have any questions, don't hesitate to ask. Stop by the office and we will try to help you. Again, welcome back to school.

Jon Davis, Superintendent

Stephanie Brandyberry, Principal

Mission Statement

The following is the mission statement and governing values as adopted by the Board of Education and are used as guidelines to develop policies for the Alma Public Schools.

WE BELIEVE:

1. All students have value and a right to quality education within an environment of respect and compassion.
2. Our school will provide a disciplined environment in which to encourage the development of vision, determination, perseverance, and accomplishment.

MISSION STATEMENT:

ALMA: Providing quality educational opportunities to Adapt, Learn, Motivate, & Achieve

Board of Education, Administration, Faculty & Staff

1. School Board Members

Nick Simonson, President
Allen Brugh, Vice-President
Samantha Stuhmer, Treasurer

Randy Heckenlively
Kate Hopkins
Michael Stemper

2. Faculty Members

Jon Davis – Superintendent
Stephanie Brandyberry – Principal
Brittney Biskup – Guidance Counselor
Michael Bell – Spanish
Katrina Blank – Third Grade
Mike Brummer – K-12 PE
Jenna Christensen – First Grade
Nora Christensen – Secondary Science
Tristin Christensen – Elementary Resource
Alex Davis – Second Grade
Amy Donley – Speech-language Pathologist
Maria Ehrke – First Grade
Jesus Felix – Secondary Resource
Michael Ford – Fifth Grade
Isaac Frecks – A.D., Business, Computers
Jenni Guthrie – Speech-language Pathologist
Matthew Hageman – Fourth Grade
Ashley Hays – Second Grade
Jessica Howsden – Elementary Resource
Brendan Johnsen – Secondary Math
Laurie Kermmoade – Secondary Science
Mattie Kreifels – Elementary Music

Barb Long – Pre-School
Annette Lowe – Fourth Grade
Aliesha Luke – Third Grade
Chris Mahalek – Secondary Social Studies
Ariel Neumeyer – School Psychologist
Amanda Pfeil – Secondary Math
Josh Quinn – English
Dale Ritter – Music, Band
Kim Ritter – K-12 Art
Ben Robison – Agriculture/Industrial Arts
Hannah Robison – Title 1 Reading
ReDonna Russell – Fifth Grade
Dawn Schemper – Tech. Coordinator
Mary Schluntz – FCS, Media
Alex Schoneman - Secondary Social Studies
Jodie Schuller – K-12 PE
Amanda Siebels – Kindergarten
Candace Sage – Sixth Grade
Melissa Simonson (School Nurse)
Courtney Stottler - English, Newsletter
Marty Wolfe – Title I Math

3. Teacher Aides

Chris Albin
Carrie Ardiana
Corinne Bell
Monica Bell
Teri Brugh
Heather Crawford

Mindy Faimon
Kami Frasier
Taylor Soucie
Missy Waldo
Tammy Wells
Teresa Whitney

4. Other Staff Members

Jessica Miller – Bookkeeper, Board Secretary
Taylor Simmons – Receptionist, Secretary
Hannah Sindelar – Records Clerk, Secretary
Bruce Ring – Head Custodian
Rick Walker – Night Supervisor Custodian

Brendan Ring – Custodian
Jeremiah Lueth – Custodian
Kathy Whetstine – Head Cook
Amanda Dunse – Kitchen
Michelle Zerr – Kitchen

5. Bus Drivers

Michael Bell
Matthew Hageman
Cliff Jorgensen

Bruce Ring
Dale Ritter
Rick Walker

School Times and Daily Class Schedule

Regular school hours will be from 8:00 to 3:41 (3:35, elementary). Activity day dismissal time is 2:01. Students are not to be in the hallway before 7:55 AM and should remain in the commons area unless they need to see a teacher. At the 7:55 AM bell the students should begin to make their way to their 1st period class. On a 10 AM start students are not to be in hallway before 9:50 AM and should remain in the commons area until the 9:50 bell rings.

<u>Regular Day</u>	<u>Activity Day</u>	<u>Semester Test Odd or Even</u>
Period 1 8:00 – 8:52	Period 1 8:00 - 8:41	Period 1 & 2 8:00 - 9:30
Period 2 8:52 - 9:44	Period 2 8:41 - 9:22	Period 3 & 4 9:35 - 10:50
Period 3 9:44 - 10:36	Period 3 9:22 - 10:03	Period 5 & 6 10:55 -12:10
CC 10:36 – 10:53	Period 4 10:03 -10:44	Lunch Break 12:10 -12:40
Period 4 10:53 - 11:45	Period 5 10:44 - 11:25	Period 7 & 8 12:45 - 2:00
Period 5 11:45 - 12:37	Period 6 11:25 - 12:06	
Lunch 12:37 - 1:05	Lunch 12:06 - 12:38	
Period 6 1:05 - 1:57	Period 7 12:38 - 1:19	
Period 7 1:57 - 2:49	Period 8 1:19 - 2:01	
Period 8 2:49 - 3:41		

<u>10:00 Start Schedule</u>	<u>12:00 Out Schedule</u>	<u>1:00 Out Schedule</u>
Period 1 10:00 - 10:39	Period 1 8:00 - 8:30	Period 1 8:00 - 8:34
Period 2 10:39 - 11:18	Period 2 8:30 - 9:00	Period 2 8:34 - 9:08
Period 3 11:18 - 11:57	Period 3 9:00 - 9:30	Period 3 9:08 - 9:42
Period 4 11:57 - 12:36	Period 4 9:30 - 10:00	Period 4 9:42 - 10:16
Lunch 12:36 - 1:05	Period 5 10:00 - 10:30	Period 5 10:16 - 10:50
Period 5 1:05 - 1:44	Period 6 10:30 - 11:00	Period 6 10:50 - 11:24
Period 6 1:44 - 2:23	Period 7 11:00 - 11:30	Period 7 11:24 - 11:58
Period 7 2:23 - 3:02	Period 8 11:30 - 12:00	Lunch 11:58 - 12:26
Period 8 3:02 - 3:41		Period 8 12:26 - 1:00

School Closing

Decisions to Close Schools / Late Start: A decision to close school or have a late start is made when forecast by the weather service and school administrators believe that road travel will be difficult. An early decision is not always possible because of uncertain weather conditions. School officials will make periodic assessments of conditions during the night and will decide early in the morning. In the event the school is closed the school’s message system will be used to notify students and school employees. You can also listen to the radio for an announcement that school has been cancelled: KRVN – 880 AM or 93.1 FM, KQKY – 105.9 FM, KICX, KUVR – 1380 AM. Also, announcements will be made over television KHGI, Channel 13, KGIN, Channel 10-11, or KHAS, Channel 5. If a late opening is announced, please continue to monitor the media as conditions may worsen warranting a closing of school.

Parental Decisions: Parents may decide to keep their children at home during inclement weather because of personal circumstances. Students absent because of severe weather when school is in session will generally be considered an excused absence.

Pickup During Inclement Weather: Parents should not come to school during severe weather, such as during a tornado warning since students will be moved into safe areas of the building and will not ordinarily be released during inclement weather or dangerous circumstances.

Locking of the Doors

For the safety of our students and staff, all outside doors will be locked after the start of the school day. The doors will remain locked throughout the day. The east and west doors will have a camera/door bell system that will be accessible for visitors, students and parents/guardians to enter. At the end of the day the east high school door, commons and west elementary door will be unlocked for parents

and/or guardians to pick up their children. We ask that parents/guardians stay outside to pick up their children.

Board of Education Meeting

A monthly meeting of the Alma Board of Education is held on the second Monday of each month. These meetings are generally held at 7 PM in the school library.

Item for Agenda

A patron may place an item on the school board agenda by filing a written request with the superintendent at least one week prior to the regularly scheduled meeting. The written request should include the name, address and telephone number of the person making the request; the name of the organization or group represented, if any; a statement of action to be requested of the board and any pertinent background information.

Parental Concerns

The proper procedure for a parent or student to make complaints or raise concerns is to begin with the school employee who is most immediately or directly involved in the matter, as illustrated in the complaint procedure set forth below. There are other procedures identified in the Handbook to address specific complaints or concerns, such as discrimination or harassment, bullying, disciplinary actions. Those procedures should be used where applicable.

1. Complaint procedure
 - Step 1. Schedule a conference with the staff person most immediately or directly involved in the matter.
 - Step 2. Address the concern with the Principal if the matter is not resolved at Step 1.
 - Step 3. Address the concern with the Superintendent if the matter is not resolved at Step 2.
 - Step 4. Address the concern to the Board of Education if the matter is not resolved at Step 3.
2. Conditions Applicable to All Levels of Complaint Procedure

All information to be considered at each step should be placed in writing in order to be most effective. Action or decisions will be expedited as quickly as possible, typically within ten (10) calendar days, depending on the nature of the complaint and the need for prompt resolution.

Also, if you are pleased with some aspect of your child's education, please make a comment to the teacher or person responsible. With different types of feedback, the school can continually work to improve.

Behavior on School Buses

While riding school buses students are expected to follow the same student conduct rules, which apply when they are on school property or attending school or school activities, functions or events. These rules also apply to riding other school vehicles. The Board of Education has authorized the use of video/audio cameras on School District vehicles to ensure the health, welfare and safety of all staff, students and visitors.

Special Conduct Rules for Riding School Buses

- A. Rules for Getting On and Off the Bus
 1. Be on time to be picked up. As a general rule, be ready five (5) minutes before your scheduled pick-up time. If you miss the bus, tell your parents so they can take you to school.
 2. While waiting for the bus, stay at least five (5) feet away from the street, road, or highway. Wait until the bus comes to a complete stop before approaching the bus.

3. You may exit the bus only at your approved destination (your school or your approved bus stop). Exit the bus as directed by the driver. Do not run.
4. If you must cross the street after exiting the bus, always cross in front of the bus where the driver can see you. Wait for the driver to signal to you before crossing the street.

B. Rules on the Bus

1. Be respectful of the bus driver. Immediately follow all directions of the driver and any paraeducator or adult on the bus.
2. Sit in your seat facing forward. Use seat belts in vehicles in which they are available.
3. Talk quietly and use appropriate language.
4. Keep all parts of your body inside the bus.
5. Keep your arms, legs, and belongings to yourself.
6. No fighting, harassment, bullying, intimidation, or horseplay.
7. Do not throw any object.
8. No eating, drinking, use of tobacco, alcohol, drugs, or flammables.
9. Do not bring any weapon (real or imitation) or dangerous objects on the school bus.
10. Do not damage the school bus.

C. Getting the Driver's Assistance: If you need assistance from the driver, wait until the bus is at a full stop. If you are close enough, tell the driver what you need. If you are too far away for the driver to hear you, ask a student in front of you to get the driver's attention. If necessary, walk up to the driver, while the bus is at a full stop. If you need immediate assistance in an emergency, take all action needed to safely get the help of the driver.

D. Consequences for Rule Violations: Consequences for school bus misconduct may include restriction or suspension of bus privileges and other disciplinary measures, up to and including expulsion from school.

Fire Drill

We have a fire alarm system that will be used in case of fire or fire drills. Fire drills will be held monthly. When the alarm is sounded, everyone will move rapidly and quietly to an exit assigned and posted in each classroom.

Tornado Drill, Evacuation, Lockdown Drill

Tornado, evacuation, or lockdown drills will be practiced each year according to school policy. The school notification system will be activated to inform parents and guardians regarding where children may be picked up at school or at the evacuation site.

Lost and Found

Throughout the school year students misplace many articles. It is impossible for the teachers to keep track of all the articles belonging to each student. Therefore, it becomes the responsibility of each individual. Articles found should be turned in to the office of the Superintendent and inquiries as to the lost articles may be made there also. Each student will be responsible for the textbooks issued to him. If any of the books become lost, the student must pay the price for replacing them.

Homeless Students

Alma Public School shall ensure that homeless children and youths shall have equal access to the same free, appropriate public education, including public preschool education, as provided to other children and youths. Any person with knowledge of a homeless student in the District should contact the District's Homeless Coordinator, the Superintendent. A copy of the District's Homeless Policy is available on the APS website.

Confidentiality of Protected Health Information

It is the policy of the District to develop and implement all necessary practices, policies, and procedures to comply with the Health Insurance Portability and Accountability Act of 1996 (HIPAA) where and to the extent applicable and to maintain the privacy of protected health information (PHI), as that term is defined by HIPAA, that it receives, obtains, or transmits for employees and students. The District designates the Superintendent as its HIPAA privacy officer. Student and employee records containing PHI shall be accessible only to those who require such information to carry out their duties.

SCHOLASTIC INFORMATION

Alma Secondary Course Offerings

JH Core Curriculum

English 7
 Math 7
 Social Studies 7
 Science 7
 English 8
 Science 8
 Pre-Algebra or *Algebra I
 *for high school credit/ HS GPA

JH Exploratory/ Electives

JH Art
 JH Physical Education
 JH Music
 JH Spanish
 JH Keyboarding
 Home Ec 7-8
 Shop 7
 Ag 8

High School Graduation Required Classes

9th Grade:

English 9
 PE/Health
 Science 9
 Algebra 1/Geometry

10th Grade:

English 10
 Biology
 Geometry/Algebra 2

11th Grade:

English 11
 American History
 Chemistry or Science 11 or Physics
 Algebra 2/ Applied Math II/Advanced Math

12th Grade:

English 12 or College English
 (Dual Credit – 5 credits) +
 English 12 (5 credits)
 Government

Other Required Classes

World History or World Geography or Economics (taken 9th or 10th grade)
 Introduction to Technology Fundamentals/Personal Finance (taken 9th or 10th grade)

High School Elective Classes/ Other Course Offerings

AGRICULTURE EDUCATION

Power, Structural, & Tech Sys I & II (9-12)
 Adv. Power, Structure & Tech Sys I & II (10-12)
 Intro to Ag & Environmental Sciences I & II (9)
 Metal Fabrication I & II (10-12)
 Animal Science I & II (10)
 Crop Science I & II (11)
 Agribusiness I & II (12)

ART

Art I (9-12)
 Art II (10-12)
 Art III (11-12)
 Art IV (12)

BUSINESS

Accounting I & II

BAND/CHORUS

Band (9-12)
 Chorus (9-12)

COMPUTER APPLICATIONS

Yearbook I (9-12)
 Video Production (9-12)

ENGLISH

Journalism I (11-12)
 Journalism II (12)
 Yearbook II (10-12)

FAMILY CONSUMER SCIENCE

Food & Nutrition/Culinary Skills (9-12)
 Fabric Construction & Design (9-12)
 Human Development (9-12)

FOREIGN LANGUAGE

MATH

Spanish I (9-12)
Spanish II (10-12)
Spanish III (11-12)
Spanish IV (12)

PHYSICAL EDUCATION

Personal Fitness (10-12)
Lifetime PE (10-12)

SOCIAL STUDIES

Economics (10-12)

MISCELLANEOUS

Teacher Aide (10-12)
Senior Survey (12)

Applied Math 2 (11-12)
Advanced Math (11-12)
Calculus (12)

SCIENCE

Physics (11-12)
Advanced Biology (12)
Science 11 (11-12)

WEB BASED COURSES

College Algebra
College Statistics
*Other college courses upon request

Graduation Class Requirements

- 4 years English – 40 credits
- 3 years Social Studies – 30 credits (including American History - 10 credits and American Government - 10 credits)
- 3 years Math – 30 credits (Algebra 1 is required)
- 3 years Science – 30 credits (including Science 9 -10 credits and Biology -10 credits)
- 1-year Physical Education – 10 credits (9th PE/Health)
- 1/2-year Introduction to Technology Fundamentals –5 credits
- 1/2-year Personal Finance – 5 credits

GRADING SYSTEM

A-93 to 100% B-85 to 92% C-77 to 84% D-70 to 76% F-Below 70

Honor Roll - Grades 7-12

The Honor Roll is published at the end of each grading period. To be included on the High Honor Roll, a student must have A's in all classes. A minimum of 2 A's, the remainder B's and NO C's are requirements for the regular honor Roll.

Student Load

High school students will carry at least 35 academic semester hours each semester. No high school student may carry more than a total of 40 academic semester hours during one semester. Exceptions to these provisions may be made by the superintendent or principal on an individual basis.

Graduation

A student, in order to graduate from Alma High School, shall have completed with a minimum grade of D, 240 semester hours. Of these hours, a minimum of 40 must be in English; 30 must be in Math (10 hrs. - Algebra 1); 30 must be in Social Studies (10 hrs. - American History, 10 hrs. - American Government); 30 must be in Science (10 hrs. – Science 9, 10hrs. - Biology); 10 in Physical Education (9th PE/Health); and 10 in Introduction to Technology Fundamentals (graduating class of 2025 and beyond). The remaining hours shall be accumulated through elective courses. **To be eligible to participate in the Senior Graduation Ceremony, graduating seniors must have completed all course requirements, have 240 or more total hours, have a completed senior checkout sheet (All make-up time completed, bills paid, books returned, uniforms handed in, etc...), and complete other administrative requirements or conditions. Any senior student not meeting the above criteria will not be allowed to participate in the graduation ceremony.

Promotion and Retention

Students will be placed at the grade level and in the courses best suited to them academically, socially, and emotionally as determined by the school's professional staff. 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 professional staff to be appropriate for the educational interests of the student and the educational program.

Extra-curricular Activities Eligibility

Alma Public School will follow the requirements as set forth by the Nebraska School Activities Association (NSAA) for participation in extracurricular activities. In addition, Alma Public Schools requires that a student must be passing in five five-hour courses from the beginning of the semester to the date of the event and the student must have successfully completed twenty-five semester hours of work the previous semester. Any student who is not passing 25 hours will not be eligible to participate in interscholastic competition in any activity for the following week.

To participate in a school sponsored competitive extracurricular activity, students must submit a completed Consent to Test Form on or before the first practice or on or before the first event or meeting, whichever is applicable. The form must be signed by the student and the student's parent or guardian. Refer to the Extra-Curricular Handbook for additional information.

Eligibility Lists

Alma Public Schools will require that all students in grades 7-12, must maintain a passing average (70%) or above in at least five five-hour classes to be eligible to participate in any extra-curricular activities. A list of ineligible students, for the preceding week, will be prepared from the PowerSchool program by 8:30 AM on Monday or the first day of the week. A list of ineligible students will be delivered to each teacher. (Eligibility will be based on the student's cumulative grade in all classes. Both Quarter and Semester grades will be used). Excessive absences and/or tardies may prevent a student from participating in extra-curricular activities. In case of a severe discipline problem a teacher may recommend to the principal that a student be made ineligible for that week's activities. Students who fail three or more subjects per week or any graduation required course, will be required to attend After School Study Hall. Students who are on the eligibility list in one or more subjects more than two consecutive weeks may also be assigned to After School Study Hall.

Students are required to attend school for at least half the day on the day of an activity. If a student is too ill to attend school on the day of an extracurricular activity, he/she should not further endanger his/her health by attending or participating in the event. In the case of absences other than illness, the student should check with the administration BEFORE he/she is absent to receive approval to attend and/or participate in the activity.

Academic Expectations and Support Plan

Alma Public Schools expectation is to "set all students up to be successful" at all times. To help students succeed in the classroom and maintain communication with parents/guardians about the progress of their student(s) at school, Alma Public School has adopted the following academic support plan:

1. **Reports** will be emailed to parents/guardians of students who are failing each week that an eligibility list is generated.
2. **Access Time:** Alma Public Schools will maintain a time each day for students to meet with teachers, get help, make up work, or catch up. The access time will be from 7:45-8:00 AM and from 3:41-4:00 PM each day. Students who are failing or struggling in a class are to meet with their classroom teacher each day to improve their understanding and improve their grades. Teachers who coach or drive the bus may only be available before school or during lunch and the student should plan accordingly.
3. **Alternative School:** Students who continue to struggle and/or fail three or more classes at the conclusion of the Semester may be assigned to Alma Public Schools' Alternative School.
4. **Summer School:** Secondary Students who fail one or more subjects during the school year will be assigned to Summer School. It is the responsibility of the student and/or parents/guardians to make arrangements for the student to attend Summer School at the school, during the hours and days that are scheduled. Any exceptions must be approved by the administration.

Junior High Students Academics and Activities

Junior High students must have a passing average for 1st and 2nd semesters in 3 of the 4 core courses (English, Math, Science, Social Studies) or they will be retained in that grade for the following school year or be required to attend summer school to recover the necessary credits.

Junior high students will be required to meet the same student eligibility rules established by the NSAA for high school to be eligible to compete in Junior High activities. This will include students advancing from the 7th grade into the 8th grade and 8th grade students advancing into the 9th grade.

Academic Integrity

Students are expected to abide by the standards of academic integrity established by their teachers and school administration. Standards of academic integrity are established 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.

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

- A. "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:
 1. Tests (includes tests, quizzes and other examinations or academic performances):
 - a. 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.
 - b. 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.
 - c. 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.
 - d. 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.
 - e. 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.
 2. Papers (includes papers, essays, lab projects, and other similar academic work):
 - a. 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.
 - b. 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.
 - c. 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.
- d. 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.
 - e. 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.
3. 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.
- B. "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:
1. 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 the use of outside sources. To avoid plagiarism, the student must either place the work in quotations or give a citation to the outside source.
 2. 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.
- C. "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.

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 standard, 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 will notify the student's parents or guardian.

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.

Special Education Procedural Safeguards, Policies and Programs

The Board of Education of this school district herein affirms that all procedural safeguards, policies and programs administered within the school district will be consistent with the Individuals with Disabilities Education Act and in accordance with the rules and regulations pertaining to special education as promulgated by the State Department of Education.

Individual Education Program (IEP)

Upon a student being verified as having a disability, a conference will be held with parents. At the conference, an Individualized Education Program (IEP) will be developed specifying programs and services which will be provided by the schools. Parent consent will be obtained prior to a student being placed for the first time in a program providing special education and related services or early intervention services to infants and toddlers. Once in place, the IEP is reviewed on an annual basis, or more frequently as needed. Parents will be given a copy of the IEP.

Permanent Records

A permanent record for each student is maintained in the school office. The record includes such items as personal data, family data, health records, scholastic records, activity records, test data, etc. Any student, his parents or guardians may have access to the student's permanent record. These records are kept to facilitate the possible transfer of students to other schools and to substantiate request of transcripts from prospective employers and institutions of higher learning.

ATTENDANCE

Attendance Policy and Student Absences

Regular and punctual student attendance is required. The administration is responsible for developing further attendance rules and regulations and staff are responsible for assisting in the enforcement of the rules and regulations. Students and parents are responsible for developing behaviors which will result in regular and punctual student attendance. Parents/guardians cannot excuse students from school. They can only give the reason for the absence. The authority to determine whether an absence is excused or unexcused rests with the administration. Nebraska State Statute requires that students who are excessively absent to be reported to the County Attorney. Students with excessive absences may be withheld from participating in extra-curricular activities.

When a student is absent from school for a day or any part of a day, the parent should phone the school office (928-2131) by 9 AM. This procedure will help ensure that your child reaches school safely and will be sufficient notification for the school's absence records.

Should no such contact be established on the day of the absence by 10 AM, local law enforcement may be contacted. Upon returning to school, those students whose parents/guardians have not called regarding their absence should present a written excuse to the office. Any student returning to school without a written excuse or previous phone contact from the parent/guardian will be asked to call their parent/guardian for verification of their absences.

Students will be given two days for every day missed to complete missing work, with a maximum of 10 days allowed.

Categories of Absences

- A. Excused Absences. Absences should be cleared through the Principal's office in advance, whenever possible. An absence or tardy, even with parental approval, may not be considered excused by the school. All absences, except for illness and/or death in the family, require advance approval. An absence for any of the following reasons will be typically excused, provided the required procedures have been followed:
 - a. Attendance at a funeral for a member of the immediate family (parents, siblings, and grandparents).
 - b. Illness which causes a student to be absent from school.
 - c. Doctor or dental appointment which requires student to be absent from school.
 - d. Court appearances that are required by a court order.
 - e. School sponsored activities which require students to be absent from school.
 - f. Other absences which have received prior approval from the Principal.

The Principal has the discretion to deny approval for a student's absence, depending on circumstances, such as the student's absence record, the student's academic status, the tests or other projects which may be missed, and other relevant reasons.

- B. Unexcused Absences: An absence which is not excused is unexcused. If a student's absence is unexcused the student may receive zeros for any class work missed during the absence and may be required to make up work and the time missed.
- C. Special: Participation in an Alma Public Schools activity is excused. Any excuse not covered above will be decided at the discretion of the principal. Any notes not giving the reason for the absence will be counted as unexcused. Any administrative decision as per classification of the excuse may be appealed prior to the absence when enough advance notice is given.

Absence Limitations

Excused: Five per class per quarter and/or ten per class per semester or the hourly equivalent. Students who accumulate five excused or unexcused absences in a quarter or ten per class in a semester shall be deemed to have "excessive absences."

Unexcused: An absence that is not excused is unexcused. A student who engages in unexcused absences may be considered truant as per state law Neb. Rev. Stat. §79-201.

Any student exceeding five absences in a quarter or ten absences in any single class or more in a semester may have all their credits deducted from all classes in which the absences exceed five and/or ten. If parents/guardians and students feel there are extenuating circumstances causing the excessive absences, they may make an appeal by contacting the school within 10 school days after a notice of excessive absenteeism is received. The appeal process should include providing the school with the proper documentation of the extenuating circumstances that caused the absences including medical verification of illness (doctors notes) and gathering such information is the responsibility of the student and/or parents/guardians. This information or lack of information will be used to determine if the appeal process will be passed on to the Alma Board of Education for their review. The Board of Education will then determine if the student's credits should be deducted, restored, or assigned to summer school based on this information and the administration's recommendation. The administration may also assign make-up time to any student who has exceeded ten absences in any class.

Notices of "excessive absences" will be mailed to the parents/guardians after a student is determined to have excessive absences. If the student continues to be absent, one or more meetings will be scheduled between the student, a parent/guardian, a school administrator and/or school guidance counselor to attempt to address the barriers to attendance. The result of the meeting or meetings shall be to develop a collaborative plan to reduce barriers identified to improve regular attendance. The plan shall consider, but not be limited to: Illness related to physical or behavioral health of the child; Educational counseling, Educational evaluation; Referral to community agencies for economic services; Family or individual counseling; and Assisting the family in working with other community services. If these efforts do not improve regular attendance and the student has been absent more than twenty days of school or the hourly equivalent, the school will notify the County Attorney the student as being habitually truant as per **Neb. Rev. Stat. §79-209**. Students may be referred to the County Attorney earlier in the process to address excessive absenteeism issues. Any information, including medical information relating to the excessive absences, will be passed on to the County Attorney.

Tardiness

Students will be recorded as tardy if they are not in their assigned classroom seat when the tardy bell rings. Any student reporting to class and/or study hall more than 20 minutes after the beginning of the class period will be considered absent rather than tardy. Students tardy at the beginning of school and/or after the lunch period will report to the principal's office and explain their particular tardiness. If he/she has a pass from the previous period teacher, the tardy will be accepted and excused and the student should not be marked as being tardy. Notes from parents/guardians concerning tardies will not be accepted.

- There will be 3 tardies allowed each semester without consequences
- **After the 3rd tardy, every 3 tardies thereafter will result as one class absence** counted toward their ten allowed for that period.

- Students tardy to class other than the first period or the period following lunch will be assigned consequences by the classroom teacher.
- Students with excessive tardies may be assigned additional make-up time or other consequences by the administration **including but not limited to loss of extra-curricular privileges and field trips.**

General Policy Statements

Illness

Students with the following health condition(s) shall be excluded from school:

- a. Temperature of 100 degrees or higher
- b. Elevated (or possibly normal) temperature combined with severe cold symptoms, excessive coughing, swollen glands, or skin rash.
- c. Eyes inflamed with purulent discharge.
- d. Drainage from ears.
- f. Skin lesions such as impetigo or scabies until under treatment
- g. Vomiting
- h. Diarrhea (2 or more loose stools)
- i. Communicable disease

Students will be re-admitted after being fever free for 24 hours without the use of a fever reducing medication. **If your child is sent home with a fever, they may not return to school the very next day.** Students with some conditions may return to school after being treated for 24 hours with an antibiotic. Call the school nurse for specific readmission guidelines. Note: School nurses do assessments but do not diagnose.

1. Students attending AHS activities during school hours and who are not participants will be given an excused absence only if the following criteria are met: (1) a note from home giving the student permission to attend one day before the event, (2) the student is in good academic standing, and (3) if the student has not exceeded the allowable absences. Any student attending an AHS activity and not meeting these criteria will be given an unexcused absence and will be dealt with accordingly.
2. For all special absences, the sponsor of the activity will email a list of students that will be gone to each teacher. It is the responsibility of the students to make up work to be missed.

Making Up Work

1. Each day that a student is absent from class he/she will be given two school days to make up the work to receive full credit. Maximum of 10 days allowed.
2. There will be an allotted number of points deducted each day the work is late.
3. Every task or work assignment must be completed. Finishing the work must be stressed.
4. Students who have not completed make-up work after two days will be required to stay after the regular school hours to complete the work. This will come before athletics or other after school activities.

Incomplete in Class

Two weeks will be allowed for making up incomplete grades at the end of each quarter in cases other than those related to illness. In cases involving incomplete work due to illness, students shall have two days to make up incomplete work for each day of absence.

High School Bonus Days

Students in grades 7-12 may qualify for the High School Bonus Days by meeting each of the following criteria:

- Do not exceed 3 total days of absences (24 or less class periods). There are no exceptions to the absence rule except a school-sponsored activity.
- No excessive absences or tardies in a single class.
- Have no unexcused absences.
- The total number of tardies and absences added together do not exceed 27.

- Have a passing grade in all classes. Students who are on the eligibility list the week of semester tests will be disqualified.
- Have not been on the eligibility list more than 3 times per quarter.
- Have not been assigned to the “After School Study Hall” for failing 3 or more subjects.
- Have all bills and fines paid.
- Have returned all uniforms, textbooks (if applicable), and library books.
- Any discipline referral may disqualify a student and will be subject to administrative review. This includes repeated violations of the electronic use and dress code policies.

If a student meets all of the above criteria, the student has the option of not taking the semester tests and will not be required to attend school during those days the semester tests are scheduled. Any student who does not qualify for the “Bonus Days” and does not attend school without prior administrative approval shall receive a zero on each of the semester tests that he/she should have taken and the periods missed will be counted as an unexcused absence.

Student Illness or Injury

A form is provided for you to give us information necessary in taking action whenever your child(ren) becomes ill or is injured while at school or at a school activity. Please complete this form and return it to us within the first week of school. **There should be at least two contact numbers for the school to call in case of an emergency or illness. If the school is unable to contact you through your contact numbers, the Harlan County Sheriff Department may be called for assistance in contacting you.

Leaving the Building - Grades 7-12

If a student wants to leave the building during school hours, he or she must ask a school administrator for permission to leave, and then sign out using the computer in the office or on the student checkout sheet if the computer is not operational. Failure to follow this procedure will result in the absence being counted as unexcused. If he/she returns to school during the day, they must sign back in on the computer in the office. Any student leaving the building during the day without permission or checking out in the office may be subject to in-school or out-of- school suspension and their absence will be counted as an unexcused absence.

Leaving the Building at the Lunch Break

Students in grades 9-12 may leave the building during the lunch break with proper notification from the student’s parents/guardians giving them permission. Students in grades 7-8 may only leave the school grounds to go **HOME** for lunch with written parental permission. Leaving the school grounds during the lunch break is a privilege and can/will be revoked by the administration if during the lunch break the student violates any school policy, drives recklessly, is late for class, is called in to the administration by community members for any of the aforementioned reasons, or other inappropriate behaviors as determined by the administration. A student who leaves the building without parental permission will be subject to in-school or out-of-school suspension and their absence will be counted as an unexcused absence.

USE OF BUILDING AND GROUNDS

Video/Audio Surveillance

The Board of Education has authorized the use of video/audio cameras on School District property and School District vehicles to ensure the health, welfare and safety of all staff, students and visitors to District property, and to safeguard District facilities and equipment. Video/audio cameras will be used in locations as deemed appropriate by the Superintendent.

Notice is hereby given that video/audio surveillance may occur on District property including the District school buses. In the event a video/audio surveillance recording captures a student, staff or other building/ground user violating school policies or rules, or local, state or federal laws, the video/audio surveillance recording may be used in appropriate disciplinary proceedings against the employee or other building user and may also be provided to law enforcement agencies.

Telephones

Students should not use a school phone during school hours except in emergencies and then only with permission. Parents/guardians desiring to call their children during the school day should acquaint make calls only when the student is not in class. A student will not be called to the telephone unless it is an emergency.

Use of Copy Machines/Printers

Students may use the copy machine or computer printers for school related items only with permission. Students must present a pass from the classroom teacher giving them permission to copy materials. All personal items to be copied or printed will cost 10¢ per copy (front and back are 2 copies). Copying another student's class notes on the copier is considered personal items and will be assessed a cost of 10¢ per copy.

Visitors

Visitors are asked to report to the Office upon arriving. Student visitors are discouraged. If you plan to have a student visitor, contact must be made with the principal and classroom teacher 24 hours prior to the visit. Visitors eating lunch at school will be expected to pay cash – federal regulations will not permit visitors to "borrow" from a student's lunch account.

Locker Rooms

No student should be in the locker rooms during the day unless it is for PE. No coach or teacher may give permission for students to dress early for practice. All students in PE should shower and will not be permitted to return to class in PE clothes. Students should not keep anything of value in their lockers and should always have their locker locked when they are not in the locker room.

Lockers, School Parking Lot and other School Property

Student lockers, desks, computer equipment and other such property is owned by the school district. The school exercises exclusive control over school property. Students should not expect privacy regarding usage of items placed in or on school property, including student vehicles parked on school property, because property is subject to search at any time by school officials. Periodic, random searches of lockers, desks, computers, and other such property may be conducted at the discretion of the administration.

Student Vehicles and Bicycles

There will be no driving (unless by special permission during the lunch hour from the administration), lounging, or riding in cars or other vehicles during school hours. Bicycles will be placed in the bike racks. Bicycles are to be left there until dismissal time in the afternoon. Permission will be given to go to a Doctor's appointment if we have a written and/or verbal excuse from a parent. Students' motorcycles are to be put in the same area as the student car parking area. They are not to be put on the school sidewalks or lawn. All speed limits and traffic signs must be observed when entering or leaving the parking areas.

Parking

Students who drive to school must park in the parking lots located west of the school building or west of the football field. Students may not park on the streets surrounding the school. Students in grades 10-12 will park in the lot located west of the school building, and students in grades 7-9 will park west of the football field. Vehicles will remain in the parking lots during the noon break unless permission is granted by the administration to leave for lunch.

Students will take extreme caution in driving near the school and will not drive on the one-way streets on the east and west sides of the building from 7:45 AM to 4 PM while school is in session and buses are loading and unloading.

Any student violating the aforementioned rules, violating the alcohol and tobacco policy, or driving recklessly will not be permitted to drive any vehicle during the school day, may be subject to in-school

or out-of-school suspension, and may be asked to park in the lot west of the football field. We need to be good neighbors to the rest of the community.

Care of School Property by Students

Except in cases of unavoidable accidents, students and/or their parents/guardians are liable for all damage they may do to school property and will be required to make restitution for damages incurred. This includes writing or carving on school desks, damaging books and/or computers, or any other school property.

Care of Personal Property by Students

Students are encouraged to mark all personal property so that it can be identified if lost or stolen. This includes the marking of personal apparel such as gym clothes, coats, shoes, etc.

Student Rights, Conduct, Rules, and Regulations

Student Discipline

Good discipline in the school is extremely important to the school program. With good discipline the school can discharge its primary responsibility in the development of citizenship and students can realize their greatest opportunities for growth. In maintaining discipline, teachers must be able to proceed with the assurance that support will be forthcoming from the Superintendent, Principal, the School Board, and parents/guardians.

Respect

Respect is the cornerstone of all our interactions and behaviors. We acknowledge the dignity and worth of one another and strive never to diminish another by our conduct or our attitudes. All students at Alma Public Schools are expected to respect the rights of students to learn and teachers to teach without disruption. Show respect at all times toward fellow students, teachers, other school staff and helpers by speaking courteously and cooperating with instructions.

Respect in the Classroom

Alma Public Schools' expectations for all students is to respect others. Therefore, respect for authority is a given and we expect our students to respect the positions of teachers and staff at all times and in all situations. We will not tolerate disrespect and/or threats to other students or staff. A student removed from a class or study hall for unsatisfactory behavior will report to the principal's office.

On the **1st offense** the student and teacher will meet with the principal to discuss the incident and the consequences of being disrespectful. Detention may be assigned. On the **2nd offense** the student will make up 30 minutes detention after school the same day with the teacher. The teacher will call the parent to inform them of the incident. On the **3rd offense** the student will receive a zero for the class that day and make up 30 minutes detention, but will not return to class until a meeting with the student, parent(s)/guardian(s), teacher, and principal has occurred. On the **4th offense** the student will be given 1-day ISS and will be removed permanently from the class and will not receive credit for the class for the remainder of the semester. Depending on the severity of the disrespect, the administration may adjust the above procedure as necessary. If after any incidences, the student fails to serve a detention without approval from the administration the student will receive ISS and will make up the time after school, the following school day. If the student fails to show for the ISS and/or detention the student will face other disciplinary action including OSS, expulsion, or assignment to the alternative school.

Insubordination

Insubordination is the failure to respond appropriately to any reasonable request by a staff member or administrator. Failure to respond to a reasonable request will result in disciplinary action ranging from verbal reprimand to suspension or expulsion.

Profanity

Profanity of any kind will not be tolerated. Students using profanity may be subject to a warning, detention, in-school suspension (ISS) and/or out-of-school suspension (OSS) depending on the severity of the profanity being used.

Computer Usage

Use of district technology resources for productivity, communications, file-storage, printing, Internet access and other general applications is a privilege. This privilege may be restricted by the school administration individually or by groups whenever they feel the use of the computer is interfering with the educational process of the students. These resources are provided to students solely to support classroom-related instructional work at Alma Public School. Whenever and wherever students utilize these resources, they are acknowledging their responsibility to take care of them and use them within the bounds of school rules and policies.

Students who use these resources carelessly or for non-school purposes may lose their privileges to use this technology, including their school issued computers and may be subject to other consequences as well. Students should make no assumptions regarding privacy rights when using district technology resources. While it is the individual student's responsibility to work with technology resources responsibly and properly, district staff may at any time perform monitoring or inspection procedures in efforts to ensure appropriate and efficient use.

Hall Passes & Student Planners

Student planners are provided to students in grades 7-12 for the purpose of assisting students with organization, study skills, time management, etc. **Students in grades 7-12 are required to have their planner with them during school hours.** These planners will serve as their passbook to leave their classrooms during class periods. No students should be allowed to leave the classroom during the first 30 minutes of class, as this is the teachers' instructional time (Study Hall the first 10 minutes). **This means that no student should check out of class to go to the office or locker during this time unless previous arrangements have been made.**

Students will be allowed two passes per day except for restroom visits. Teachers will sign the book on the corresponding date with the appropriate information, including place and time. If the student loses their planner, tears it apart, pastes unnecessary pictures or other items on or in the planner, or writes inappropriate remarks on or in the planner he/she will be required to purchase a new one from the office for \$5. Students will not be permitted to use or possess someone else's planner. Students who lose or do not have their planner with them will not be permitted to leave the classroom.

Study Hall Rules

1. Study Hall is for studying. Students must bring something to study and/or read.
2. No student may leave the study hall during the first ten minutes or the last five minutes of the study hall (exception: A signed pass from a teacher requesting the student).
3. Students needing to study together may do so if approved by the study hall teacher and if they do so quietly. Excessive noise will result in the loss of the privilege of studying together.
4. **Students on the weekly eligibility list will not be allowed to check out of the study hall for any reason unless they have a signed pass from a teacher for research or help and to use the restroom.**
5. No sleeping or games are permitted during study hall.
6. The teacher will monitor the use of computers in the study hall and will have the authority to regulate student usage.

Student Detention

Students who have misbehaved may be assigned to detention. Students will report to the teacher who assigned the detention with something to work on or read by 3:45 PM on the day detention is assigned. Bus students will be given one day to make arrangements and will be expected to report to detention the next day. Being late, not having anything to work on, using cell phones, visiting with others, sleeping, chewing gum, or having pop or candy in detention will result in being dismissed and doubling the detention time. No student will leave the detention room for any reason after 3:45 PM until they have completed their time. Failure to appear for detention will result in detention time being doubled. Continued failure to appear will result in in-school suspension. Students may have time extended, given ISS or OSS for repeated violation of the same rule.

Hazing/Initiation

Any hazing of any student by any other student or as a part of an initiation to an organization is prohibited in any and all circumstances.

Bullying and Harassment of Students

Bullying and/or harassment of any student are an unacceptable form of behavior and Alma Public Schools will not tolerate any form of it. Harassment is defined as but not limited to; any individual or group of individuals who are or feel threatened, abused or undermined by another individual or group of individuals. Bullying means any ongoing pattern of physical, verbal, or electronic abuse (Cyberbullying) on school grounds, in a vehicle owned, leased, or contracted by the school being used for a school purpose by a school employee or designee, school issued computers, or at school-sponsored activities or school-sponsored athletic events. Bullying can be expressed through physical, verbal, or intimidating behavior. A substantiated charge against a student in the school district shall subject that student to disciplinary action including, but not limited to, suspension, expulsion, or reporting it to the Harlan County Sheriff Department.

Sexual Harassment of Students

It is the policy of the school district to maintain a learning and working environment free from sexual harassment.

It shall be a violation of this policy for any member of the school district staff or employee of the school district, to harass a student through conduct or communication of a sexual nature as defined below. It shall also be a violation of this policy for students to harass other students through conduct or communication of a sexual nature as defined below.

Definitions

Unwelcome sexual advances, request for sexual favors and other inappropriate oral, written or physical conduct of a sexual nature when made by a school employee to a student or when made by any student to another student, constitutes sexual harassment when:

- (a) Submission to such conduct is made, either explicitly or implicitly, a term or condition of an individual's education;
- (b) Submission to or rejection of such conduct by an individual as used as the basis for academic decisions affecting that individual;
- (c) Such conduct has the purpose or effect of substantially interfering with an individual's academic or professional performance or creating an intimidating, hostile or offensive academic environment.

Sexual harassment, as defined above, may include but is not limited to, the following: verbal harassment or abuse; pressure for sexual activity; repeated remarks to a person, with sexual or demeaning implications; unwelcome touching; suggesting or demanding sexual involvement accompanied by implied or explicit threats concerning one's grades, job, etc.

Procedures

Any person who alleges sexual harassment by any employee of the district or another student in the district may use the district's complaint procedure or may complain directly to the superintendent of schools, principal, guidance counselor or other individual designated to receive such complaints. Filing of a complaint or otherwise reporting sexual harassment will not reflect upon the individual status nor will it affect future employment, grades or work assignments.

The right to confidentiality, both of the complainant and the accused, will be respected consistent with the district's legal obligations, and with the necessity to investigate allegations of misconduct and take corrective action when this conduct has occurred.

A substantiated charge against an employee of the school district shall subject the employee to disciplinary action, including, but not limited to, discharge. A substantiated charge against a student

in a school district shall subject that student to disciplinary action including, but not limited to, suspension or expulsion.

Possession of Weapons

Any student who is determined to have knowingly and intentionally possessed, used, or transmitted a firearm or dangerous weapon on school grounds or school zones (including the streets surrounding the school), in a school owned vehicle being used for a school purpose, in any vehicle that is driven by a student to school, regardless of where the vehicle is parked, or at a school-sponsored activity or athletic event will be expelled from school for one calendar year. The administration or school board may modify the expulsion requirement on an individual basis.

The term firearms mean:

- (A) Any weapon (including a starter gun) that 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
- (D) Any destructive device which includes: Bomb, Grenade, Rocket having a propellant charge of more than four ounces, missile having an explosive or incendiary charge of more than one quarter ounce, mine, and/or device similar to any of the devices described in the preceding classes.

The term dangerous weapons mean:

- (A) A dangerous weapon is defined as any item that is ordinarily or generally considered a weapon
- (B) Any item that a student has intent of or use to harm another individual or themselves.

Alcohol, Tobacco, Vapor Products, Use of Other Drugs, & Unlawful Acts

The Alma School District recognizes that the use of tobacco, vapor products (e-cigarettes) or other alternative nicotine products or tobacco products look-alikes, alcohol and illegal drugs is a significant health and social problem. Student tobacco, tobacco products look-alikes, alcohol, and illegal drug use results in negative effects on behavior, learning, social and physical development. Because we believe we have the obligation to address what we consider to be detrimental influences on student performance, achievement and development, the following substance abuse/unlawful act/activity participation policy was developed. It is part of a total effort to discourage the use of tobacco, tobacco products look-alikes or alternatives, alcohol, other illegal drugs or prevent unlawful acts by the young people of our community. Unlawful acts are those such as theft, vandalism, and other crimes of similar severity.

Students who participate in school sponsored competitive extracurricular activities at the high school (Grades 7-12) level are eligible for random testing. School sponsored competitive extracurricular activities are activities which are sponsored or approved by the Board, but are not offered for credit towards graduation, and which involve competition, comparison, or judging of the individuals or groups with other individuals or groups as part of selection or participation. School sponsored competitive extracurricular activities include, but are not limited to, all athletic programs (football, softball, volleyball, wrestling, basketball, golf, track, bowling, E-Sports and any other athletic programs approved by the Board of Education), cheerleading, dance team, band, choir, Student Council, National Honor Society, FFA, academic teams, One-Act, all school plays, Quiz Bowl, Speech Team and school sponsored dances/banquets including but not limited to homecoming and prom.

To participate in a school sponsored competitive extracurricular activity, students must submit a completed Consent to Test Form on or before the first practice or on or before the first event or meeting, whichever is applicable. The form must be signed by the student and the student's parent or guardian.

Failure to submit a completed Consent to Test Form will result in ineligibility for participation in school sponsored competitive extracurricular activities until the form is submitted.

Students remain eligible for testing from the date the Consent to Test Form is turned in until a Drop Form is completed, or until the student graduates or is otherwise no longer enrolled in the District. A

student for whom a Drop Form has been submitted shall be ineligible for participation in school sponsored competitive extracurricular activities for twelve months from the date the Drop Form is submitted. Students have a fifteen-day grace period for reconsideration of a Drop Form.

Students who are not participants in a school sponsored competitive extracurricular activity may volunteer for participation in the testing program by submitting a completed Consent to Test Form. The use of dogs to walk the school hallways, locker rooms, parking lot or other parts of the school grounds to determine the presence of illegal drugs will occur at any time during the school year and without prior notice to students or parents/guardians.

Any student of the Junior or Senior High School shall be subject to the penalties outlined below if it is determined that the student has violated the following student conduct policy: Engaging in selling, using, possessing or dispensing of alcoholic beverages, tobacco, tobacco products look-alikes or alternatives, narcotics, or any other form of mind-altering chemicals, or being under the influence of any of the above or possession of drug paraphernalia, or committing any unlawful act such as theft, vandalism, and other crimes of similar nature. Such determination shall be based on a witnessed violation, an admitted violation, or upon citation by law enforcement. Witnessed violations shall be reported by any school employee to the activities director, sponsor involved, or to the school's administration. School officials will also rely upon law enforcement officials in determining violations.

The following are some situations that will result in suspension:

- (a) Any witnessing of a student involving the use, possession, selling or distribution of tobacco, tobacco products look-alikes or alternatives, alcohol, controlled substance, or any other form of mind-altering chemicals or drug paraphernalia by any member of the staff of Alma Public Schools.
- (b) Any confession by a student to a teacher, school administrator, or law enforcement officer involving the use, possession, selling or distribution of tobacco, tobacco like products or alternatives, alcohol, controlled substance, or any other form of mind-altering chemicals or drug paraphernalia or admitting to an unlawful act as described above.
- (c) **Any citation** by law involving the use, possession, selling or distribution of tobacco, tobacco products look-alikes or alternatives, alcohol, controlled substance, or any other form of mind-altering chemicals or drug paraphernalia or committing an unlawful act as described above.
- (d) **Any positive test result** as outlined in the Student Drug Policy #5306. The following shall be considered to be a positive test result: A confirmed positive alcohol or drug test; refusal to participate in testing when selected, including the submission of a Drop Form upon being requested to be tested; and/or tampering with the specimen collection process.

The enforcement of this policy will begin with the official starting day of the fall sport season established by the Nebraska School Activities Association and will end on the last official day of school in a given year as established by the Board of Education unless the activity extends beyond the last official day of school. Any punishment not carried out during the current school year will be carried over to the next school year until the punishment is completed.

This policy applies to students participating in the following activities:

- All athletics – Football, Volleyball, Cross Country, Cheerleading, Wrestling, Basketball, Track, Golf, Softball, Bowling.
- Fine arts activities including but not limited to: Speech, Vocal and Instrumental Music Concerts, Drama, One-Act Play, All-School Play, District Music Contest.
- School sponsored activities including but not limited to National Honor Society, Student Council, School Dances (including Prom), Senior Trip, Yearbook Staff, Academic Bowl Teams, Future Farmers of America (FFA) and Homecoming Activities.

Penalty for violation of this policy:

- **First Infraction/Positive Test** – the student is ineligible to participate in any extracurricular activities for twenty (20) school/activity days. A student who self-reports a violation of this

policy to a school administrator by 8:30 AM the next school day after a violation has occurred will not be allowed to participate in any activity for a period of two weeks (10 school days and/or days with school activities in which the student is a participant. and if the parent/guardians and the student meets with the administration and shows proof that the student is receiving substance abuse counseling with a qualified professional in person or online for no less than four (hours) and submits to a second drug test within two (2) weeks.

- The student will be required to practice and attend contests with the team, although not dressed out, and will assist the coach or sponsor if necessary. If the violation occurs between seasons or events, the penalty will be enforced during the next season or event. Students who go out for an activity to serve their punishment will be expected to finish the season in an activity or the punishment will not be allowed to be worked off.
- If the violation occurs when school is in session or during any school activity home or away, on school property and/or school vehicles, the student will not be allowed to participate in any activity for a period of four weeks (20 school days and/or days with school activities in which the student is a participant), beginning with the first scheduled contest in that activity. The student will also be subject to a suspension by the school administrators as per-incident may warrant. All incidents will be reported to the student's parents/guardians and may be reported to the Harlan County Sheriff Department. In addition, the student may not letter in or be nominated for post-season honors in the activity or activities that the violation occurred.
- **Second Infraction/Positive Test** - the student is suspended from participation in any extracurricular activity for forty-five (45) school/activity days. To return to participation, the student must complete substance abuse counseling as and to the extent determined appropriate by a qualified professional, and in any event for no less than four (4) hours; must submit two (2) follow up drug tests with a negative result; and be subject during the next twelve (12) month period to follow up drug tests. In addition to the requirements mentioned above, the student can reduce the number of suspended days if they continue to attend and participate in their current activity's practices. For each day the student attends their current activity's practices, one day will be deducted from the total number of suspended days. While a student is suspended, they are not allowed to represent Alma Public Schools in any competition.
- **Third Infraction/Positive Test** - the student is suspended from participation in any extracurricular activity for ninety (90) school/activity days. To return to participation, the student must complete substance abuse counseling as and to the extent determined appropriate by a qualified professional, and in any event for no less than four (4) hours, and must submit two (2) follow up drug tests with a negative result; and be subject during the next twelve (12) month period to follow up drug tests. In addition to the requirements mentioned above, the student can reduce the number of suspended days if they continue to attend and participate in their current activity's practices. For each day the student attends their current activity's practices, one-half (1/2) day will be deducted from the total number of suspended days. While a student is suspended, they are not allowed to represent Alma Public Schools in any competition.
- **Subsequent Infractions/Positive Tests** - For any subsequent violation or positive test during the current school year, the student is ineligible to participate in any extracurricular activity for ninety (90) school/activity days. To return to participation, the student must complete substance abuse counseling as and to the extent determined appropriate by a qualified professional, and in any event for no less than four (4) hours, and must submit two (2) follow up drug tests with a negative result; and be subject during the next twelve (12) month period to follow up drug tests.
- The parents or guardians are responsible for the costs of the rehabilitation program, which includes the substance abuse counseling and follow-up testing described above.
- Positive results will not lead to the imposition of any academic consequence or disciplinary action, other than the above described limitations on the privilege to participate in extracurricular activities.
- Any student convicted or adjudicated in juvenile court of a felony will be dismissed from all activities for the remainder of the school year and may be subject to suspension or expulsion from school based on the seriousness of the incident.
- **More Serious Violations** - In the event of more serious drug or alcohol violations, such as students engaging in use of especially serious drug offenses (cocaine, meth, etc.) or procuring

alcohol for minors, the consequence of the violation is not limited by the foregoing, and may be established in the good discretion of the administration.

Medication

To be in compliance with State Law, Alma Public Schools must comply with rules concerning the dispensing of medication. The school will not dispense either prescription or over the counter medication to any student unless an Authorization for Administration of Medication Form is filled out and on file in the school office or in a classroom; prescription medication, in its original container detailing dosage and frequency to be taken, is brought and left in the office or a classroom to be dispensed; and over the counter medication will not be dispensed without an Authorization of Medication Form on file in the school office or a classroom and must be clearly marked. Over the counter medications such as aspirin or non-aspirin products will not be provided by the school. A daily Medication Log will be kept on file in the school office of a classroom recording the student, time administered, and dosage.

School Dances and Activities

School dances are intended for Alma students and their dates. Persons older than 20 years of age will not be permitted as invited guests. Alma students bringing non-Alma student dates to any dance sponsored by the school including Homecoming and Prom must register them in the High School office and verify their age if requested. Any student assigned to the alternative school for behavior issues will not be permitted to attend school dances and activities.

Alma Public Schools reserves the right to administer a breathalyzer test to all students and their dates attending any school dances including homecoming and prom. Any student who fails the Breathalyzer test will be reported to Harlan County Sheriff Department and/or other law enforcement agencies and their parents/guardians will be called. Students who fail a Breathalyzer test will not be allowed to leave without their parents/guardians or until they are turned over to the Harlan County Sheriff Department and/or other law enforcement agencies.

Any student who is suspected of being under the influence of alcohol and/or drugs at a school activity or during the regular school day may be given a Breathalyzer test by a school sponsor/employee or by the Harlan County Sheriff Department or other law enforcement agencies. Any student who fails the Breathalyzer test will be reported to Harlan County Sheriff Department and their parents/guardians will be called.

Student Dress Code

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. The following is a non-exhaustive list of examples of attire that are not appropriate at school:

1. Clothing or jewelry that advertises or promotes beer, alcohol, tobacco, or illegal drugs.
2. Clothing or jewelry that could be used as a weapon (chains, spiked apparel) or that would encourage "horseplay" or that would damage property (e.g. cleats).
3. Headwear including hats, caps, and bandannas.
4. Clothing or jewelry which exhibits nudity, makes sexual references, or carries lewd, indecent, or vulgar double meaning.
5. Clothing or jewelry that is gang related.
6. Any other clothing that the administration deems inappropriate for the school setting.

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.

On a first offense of the dress code, the student may call home for proper apparel. If clothes cannot be brought to school, the student will be assigned to in-school suspension for the remainder of the day. Students will not be allowed to leave campus to change clothes. Continual violations of the

dress code may result in more serious disciplinary actions, up to expulsion. Further, in the event the dress code violation is determined to also violate other student conduct rules (e.g., public indecency, insubordination,

Male/Female Relationships

Students are expected to conduct themselves with decorum and respect for themselves and others in personal relationships. Public display of affection (PDA) such as kissing, embracing, hand holding and other intimate contacts are embarrassing to others and show little respect for the reputation of the partner or friends involved. Students in violation of this rule may be referred to the office for disciplinary action if verbal reminders have no impact. Those who continue to violate this policy will face disciplinary action ranging from in-school suspension to expulsion.

Search Policy

School officials may search students, their property and the property of the district in order to ensure compliance with statutes, policies and rules and the safety of others. Searches may be conducted when school officials determine there is reason to believe a search could disclose evidence of a violation of statutes, school rules or that threatens the safety of others. School officials may also conduct area-wide searches on the same basis and for reasons that include, but are not limited to, safety, health, and discovery of a violation of a statute, policy, or rule. Private vehicles that have been driven to school by students are also subject to search by school officials, regardless of where the vehicle is parked, so long as the student is or has been on school property. Searches by school officials must be reasonable at their inception and reasonable in scope.

Lockers

Students are assigned lockers for their coats and books. Students are not to be in any locker other than their own. Please respect other people's property, as you would want them to respect yours. DO NOT store or keep items of value or money in your locker. If you must bring money or valuables to school, you may check them into the office for safekeeping. Lockers are the property of the school and may be inspected at any time. Student lockers must be kept in a neat and orderly manner.

If you bring valuables from home such as calculators, mark them with your name so they may be identified. You may bring locks from home for your locker. Students bringing locks from home must leave a key or the combination in the office. Anyone caught taking another person's property, whether for a practical joke or otherwise, may be suspended from school and extracurricular activities. The Harlan County Sheriff Department may be called in any case in which a theft has occurred. Restitution will also be made when necessary.

Book Bags, Coats, and Other Personal Items

By bringing any personal belongings including book bags, coats, purses, gym bags and other like materials to school, the student and parents/guardians' consent to the search of these items when school officials have reasonable suspicion that such a search will reveal a violation of school rules, policy, state/federal laws or that threatens the safety of others.

Electronic Devices / Cell Phones

Alma Public Schools strongly discourages students from bringing and/or using electronic devices at school. The use of electronic devices can be disruptive to the educational process and are items that are frequently lost or stolen. Electronic devices include, but are not limited to, cell phones, laptop computers, tablets, pagers, CD players, iPods, portable game consoles, cameras, or other like equipment.

The students are strictly prohibited to possess or use any electronic devices during school hours except as otherwise provided by this policy. Students are not permitted to possess any electronic devices during any class period, when in the lunch room eating and/or bathrooms/locker rooms; including voice usage, digital imaging, or text messaging. Students are also forbidden to video, record or photograph any student or school employee without the permission of the individual being videoed, photographed or recorded or use authorized video, recordings, or photos in an inappropriate manner.

Students are permitted to possess and use electronic devices before school hours, at lunch time after the student is done eating and outside of the lunch room, during passing periods, class time when authorized by the teacher and/or administration and after school hours, provided that the student not commit any abusive use of the device. Administrators have the discretion to prohibit student possession or use of electronic devices on school grounds during school hours.

Students shall not use electronic devices for activities which disrupt the education environment, any illegal activities in violation of school policy, state or federal laws or regulations; unethical activities, such as cheating on assignments or tests; immoral or pornographic activities; any violations related to school policies and/or procedures relating to student conduct, harassment, or bullying; or activities which invade the privacy of others.

If this policy is violated the item may be confiscated and given to the administration where the student may pick the item up at the end of the day, the student's parents/guardians may be required to pick up the item, or other disciplinary action may be taken including detention, in-school suspension, out-of-school suspension and/or expulsion and the loss of the privilege to bring these items to school. **Students who violate this policy and refuse to give a teacher and/or an administrator their cell phone when requested may lose the privilege to bring their cell phone to school and will be subject to other disciplinary action. Repeat violators of the cell phone policy may become ineligible for the High School Bonus Days.**

It is also the policy of Alma Public schools that by bringing cell phones and other electronic devices onto school property, school owned vehicles, or to a school-sponsored activity or athletic event the student and parents/guardians consent to the search of that device for any and all messages and/or pictures including but not limited to text, email, photos, and other such material when school officials have a reasonable suspicion such a search will reveal a violation of school rules, state laws or something that threatens the safety of others.

In addition, students are strictly prohibited to send, share, view, or possess pictures, text messages, e-mails, recordings, or other material of a sexual nature in electronic or any other form on a computer, cell phone, other electronic devices or printed material. Students violating this policy either by sending or receiving will have appropriate consequences, parents/guardians will be notified, and the matter turned over to the Harlan County Sherriff Department.

Pop, Milk, Food, Gum, and Candy

Students will not be permitted to have food or candy of any kind from outside of our school lunch program on school premises at any time unless special permission is granted. Chewing gum will be permitted if it is used in a manner that does not interfere with the educational process, and is disposed of in a proper manner. Drinks may be consumed in study hall by students who are in good standing if permission is granted by the study hall supervisor. No drinks purchased outside of the school building will be allowed in the building and students violating this policy will be subject to disciplinary action.

Pop, Milk, and Juice Machines

Students who are in a regular study hall class will be allowed to purchase pop, milk, or juice except one-half hour before to one-half hour after lunch and breakfast are served. K-6 students will not be permitted to purchase drinks during the regular school day unless their teacher grants special permission.

Solicitation and School Activity Funds

The Superintendent must authorize any solicitation made in the community by any student or any student organization representing the school in any way. Such funds become the legal property of Alma Public Schools and will require the approval of the Superintendent for being expended. Further, the administration reserves the right to limit the amount of such expenditures for any purpose.

Check Out Procedure

Students must secure a checkout sheet from the office and must return all books, materials, school property, pay all fines, and have the signature of all teachers, librarians, district secretary, and principal before the student will be cleared to check out. Please begin this process 2-3 days before you are to leave the district to give yourself time to return all school properties and to clear up any outstanding debts to the school.

Insurance Program

A group plan of pupil accident insurance shall be made available on a voluntary basis to every pupil registered in the schools of the district from kindergarten through grade twelve. The plan shall be selected annually and shall include provisions for coverage on an optional basis for participation in interschool athletics. The availability of such a policy shall not be interpreted in any way as an acknowledgment of liability by the school district for accidents by students participating in school activities.

All football, basketball, wrestling, track, and volleyball players must have some form of insurance, either school or home. Insurance is available for all students if they desire it.

Physical Examinations of Student

The school district requires evidence of a physical examination by a qualified physician for every kindergarten student, in the case of elementary school, and for every seventh grader, in case of secondary school. Students transferring to the school district from out of state must also provide proof of physical examination. Such proof of physical examination must be provided to the school principal prior to admission to the school. Such physical examinations must have taken place within six months prior to the entrance of the student into the school system.

Any parent who objects to such a physical examination because of religious or personal beliefs shall present these objections in writing to the proper school officials in lieu of the proof of physical examination. All participants in interschool athletic activities shall comply with the established regulations of the Nebraska School Activities Association in regard to physical examinations.

Suspension/Expulsion from School

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 interfere with the educational process otherwise seriously. 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 (including skin color, hair texture and protective hairstyles), 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 behavioral expectations for riding school buses or vehicles.

In addition to the foregoing, 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:

1. 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
2. The known and intentional possession, use, or transmission of a dangerous weapon other than a firearm. 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 to 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.

Further, a student will be expelled for one (1) calendar year if the student knowingly and intentionally possesses, uses, or transmits 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. The term “firearm” means a firearm as defined in 18 U.S.C. 921, as that statute existed on January 1, 1995. The only exception to this rule is if the student obtains prior written permission to bring the firearm on school grounds by the Superintendent for a school-related purpose.

IN THE OPERATION OF ALMA PUBLIC SCHOOLS, NO ONE WILL BE DISCRIMINATED ON THE BASIS OF RACE, COLOR, NATIONAL ORIGIN, AGE, DISABILITY, AND WHERE APPLICABLE, SEX, MARITAL STATUS, FAMILIAL STATUS, PARENTAL STATUS, RELIGION, SEXUAL ORIENTATION, POLITICAL BELIEFS, GENETIC INFORMATION, REPRISAL, BECAUSE ALL OR PART OF AN INDIVIDUAL’S INCOME IS DERIVED FROM ANY PUBLIC ASSISTANCE PROGRAM, OR OTHER PROTECTED STATUS IN ITS PROGRAMS AND ACTIVITIES AND PROVIDES EQUAL ACCESS TO THE BOY SCOUTS AND OTHER DESIGNATED YOUTH GROUPS. IF YOU BELIEVE YOU HAVE BEEN DISCRIMINATED AGAINST, CONTACT JON DAVIS, SUPTERINTENDENT, ALMA PUBLIC SCOOOLS. PHONE: 308-928-2131.

STUDENT FEES POLICY

The board of education adopts the following student fees policy in accordance with the Public Elementary and Secondary Student Fee Authorization Act.

The district’s general policy is to provide for the free instruction in school in accordance with the Nebraska Constitution. This generally means that the district’s policy is to provide free instruction for courses which are required by state law or regulation and to provide the staff, facility, equipment and materials necessary for such instruction, without charge or fee to the students.

The district does provide activities; programs and services to students extending beyond the minimum level of constitutionally required free instruction. Students and their parents/guardians have historically contributed to the district’s efforts to provide such activities, programs and services. Such student and parent contributions have included: students coming to school with the basic clothing and personal supplies to be successful in the classroom (clothing, shoes, pencils, pens, paper, notebooks, calculators, etc.), students bringing their own or paying the reasonable cost of specialized equipment or supplies for their personal preference or personal retained benefit of the students (for example, band equipment, locker deposit or rental fees, shop class materials where the student keeps the product and college tuition or fees for college credit for advanced placement courses or correspondence courses), students providing their own specialized clothing and equipment to be prepared for the extracurricular activities in which they choose to participate (sporting apparel, including shoes, undergarments etc.) and assisting with special programs, such as field trips, summer school, school dances and plays. The district’s general policy is to continue to encourage and to require, to the extent permitted by law, such student and parent contributions to enhance the educational program provided by the district.

Under the Public Elementary and Secondary Student Fee Authorization Act, the district is required to set forth in a policy its guidelines or policies for specific categories of student fees. The district does so by setting forth the following guidelines and policies. Parents/guardians, guardians and students are encouraged to contact their building administration or their teachers or activity coaches and sponsors for further specifics.

I. Definitions:

- A. **Extracurricular Activities.** Student activities or organizations which are supervised or administered by the school district, which do not count toward graduation or advancement between grades, and in which participation is not otherwise required by the school district.
- B. **Postsecondary Education Costs.** Tuition and other fees associated with obtaining credit from a postsecondary education institution. For a course in which students receive both high school and postsecondary education credit or a course being taken as part of an approved accelerated or differentiated curriculum program pursuant to Neb. Rev. Stat. §§ 79-1106 to 79-1108.03, the course shall be offered without charge for tuition, transportation, books or other fees, except tuition and other fees associated with obtaining credits from a postsecondary educational institution.

II. Fees Authorized under Nebraska Law: The board recognizes that under the Public Elementary and Secondary Student Fee Authorization Act, the district may charge students a fee or require students to provide or pay for the following:

- A. Participation in extracurricular activities;
- B. Admission fees and transportation charges for spectators attending extracurricular activities;
- C. Postsecondary education costs;
- D. Copies of student files or records pursuant to Neb. Rev. Stat § 79-2,104;
- E. Materials for a course project if there are reasonable written guidelines and the project becomes the property of the student;
- F. Nonspecialized attire within reasonable written guidelines;
- G. Musical instruments for optional courses that are not an extracurricular activity, subject to the district waiver policy;
- H. Specialized equipment or attire for music courses that are extracurricular activities, subject to the district waiver policy;
- I. Transportation pursuant to Neb. Rev. Stat. §§ 79-241 (option enrollment), 79-605 (non-resident) and 79-611 (4 miles);
- J. Reimbursement for property lost or damaged by the student;
- K. Before-and-after school or pre-kindergarten services offered pursuant to Neb. Rev. Stat. 79-1104;
- L. Summer school or night school; and
- M. Breakfast and lunch programs.

III. Admission fees and transportation charges: The district may charge admission fees and transportation charges for spectators attending extracurricular activities. These fees and charges are subject to the district's fee waiver policy, see section XVII., below.

IV. Postsecondary education costs: Any postsecondary courses offered by the district shall be offered without charge for tuition, transportation, books or other fees, except tuition and other fees associated with obtaining credits from a postsecondary educational institution.

V. Materials required for course projects: Students shall furnish or pay the reasonable cost of any materials required for course projects where reasonable written guidelines are provided and where, upon completion, the project becomes the property of the student.

VII. Nonspecialized attire required for specified courses and activities:

- A. **Student provided:** Students have the responsibility to furnish and wear nonspecialized attire meeting general district grooming and attire guidelines, as well as grooming and attire guidelines established for the building or programs attended by the students or in which the students participate. Students also have the responsibility to furnish and wear nonspecialized attire reasonably related to the programs, courses and activities in which the students participate where the required attire is specified in writing by the administrator or teacher responsible for program, course or activity and where those requirements are reasonably related to the course or activity.
- B. **District provided:** The district will provide or make available to students such safety equipment and attire as may be required by law, specifically including appropriate industrial-quality eye protective devices for courses of instruction in vocational, technical, industrial arts, chemical or chemical-physical classes which involve exposure to hot molten metals or other molten materials, milling, sawing, turning, shaping, cutting, grinding or stamping of any solid materials, heat treatment, tempering or kiln firing of any metal or other materials, gas or electric arc welding or other forms of welding processes, repair or servicing of any vehicle or caustic or explosive materials, or for laboratory classes involving caustic or explosive materials, hot liquids or solids, injurious radiations or other similar hazards. Building administrators shall assure that such equipment is available in the appropriate classes and areas of the school buildings. Teachers shall instruct students in the use of such devices and to assure that students use the devices as required. Students shall follow such instructions.

VIII. Musical Instruments for Optional Courses: Students must furnish musical instruments for participation in optional music courses that are not extracurricular activities. Use of a musical instrument without charge is available for those students who would qualify for free or reduced-price lunches under United States Department of Agriculture child nutrition programs. However, the district is not required to provide for the use of a particular type of musical instrument for any student.

IX. Specialized Equipment or Attire for Extracurricular Music Activities: For music courses that are extracurricular activities, students may be required to provide specialized attire or specialized equipment, such as musical instruments, or to pay a reasonable usage cost for such attire or equipment. Payment of any fee under this section is subject to the district's fee waiver policy, see section XIV, below.

X. Transportation fees: The district may charge fees for transportation pursuant to Neb. Rev. Stat. §§ 79-241 (option enrollment), 79-605 (non-resident) and 79-611 (4 miles) to the full extent permitted by federal and state laws and regulations.

XI. Lost or Damaged Property: The district may charge a fee or fine for school district property lost or damaged by a student.

XII. Public Hearing: Each year the school board shall hold a public hearing at a regular or special meeting of the board on a proposed student fee policy, following a review of the amount of money collected from students pursuant to, and the use of waivers provided in, the student fee policy for the prior school year. The student fee policy shall be adopted by a majority vote of the school board and shall be published in the student handbook. The board shall provide a copy of the student handbook to every student at no cost.

On or about May 12, 2025 at 6:45 a meeting conducted by Alma Public Schools will take place in the Library at Alma Public Schools. The purpose of the meeting will be to provide an opportunity for parents and representatives of nonpublic schools to participate in the development of a plan for providing special education services to children with disabilities who attend nonpublic schools and home schools which are within the Alma Public Schools district for the 2024-2025 school year. Parents of a home-schooled child or a child attending a nonpublic school who has been or may be identified with a disability and attend a nonpublic school within the boundaries of Alma Public Schools are urged to attend. If you have further questions pertaining to this meeting, please contact the Superintendent Office at Alma Public Schools at 308-928-2131.

a. **Student Fee Fund:** The district hereby establishes a student fee fund. The student fee fund shall be comprised of all money collected from students from: (1) participation in extracurricular activities, (2) postsecondary education costs, and (3) summer school, night school or Internet based classes. No other money shall be deposited in the student fee fund, whether from other student fees or taxes. The money shall be expended for the purposes for which it was collected from the students.

b. **Summer School and Credit Recovery Classes:** Students enrolling in summer school and/or credit recovery classes during the school year may be assessed a fee per course enrolled.

c. **Breakfast and Lunch Program:** Following is the schedule of fees required for the breakfast and lunch program offered by the District.

Full price meals – Elementary: Breakfast - \$1.60, Lunch \$2.55, milk .25 cents; Secondary: Breakfast – \$1.60, Lunch \$2.95; Reduced price meals – Elementary and Secondary: Breakfast - .30 cents, Lunch - .40 cents.

USDA Civil Rights Non-Discrimination statement:

""The U.S. Department of Agriculture (USDA) prohibits discrimination in all of its programs and activities on the basis of race, color, national origin, age, disability, and where applicable, sex, marital status, familial status, parental status, religion, sexual orientation, political beliefs, genetic information, reprisal, or because all or part of an individual's income is derived from any public assistance program. (Not all prohibited bases apply to all programs.) Persons with disabilities who require alternative means for communication of program information (Braille, large print, audiotape, etc.) should contact USDA's TARGET Center at (202) 720-2600 (voice and TDD).""

XIV. Fee Waiver Policy: Any fees to be charged or materials required to be provided for the following shall be waived for students who qualify for free or reduced-price lunches under United States Department of Agriculture child nutrition programs: (1) Participation in extracurricular activities; (2) Specialized equipment or specialized attire for participation in extracurricular activities; (3) Course Project Materials as provided in Section V above; (4) Musical instruments both for participation in optional music courses that are not extracurricular activities and for participation in extracurricular activities. Participation in a child nutrition program is not required to qualify for the waiver described in this section.

XV. Severability Clause: If any section or part of this policy is declared invalid or unconstitutional, the declaration will not affect the validity or constitutionality of the remaining portions.

FERPA RIGHTS

Notification of Rights under FERPA for Elementary and Secondary Institutions

The Family Educational Rights and Privacy Act (FERPA) affords parents and students over 18 years of age ("eligible students") certain rights with respect to the student's education records. They are:

1. The right to inspect and review the student's education records within 45 days of the day the District receives a request for access.

Parents or eligible students should submit to the school principal (or appropriate school official) a written request that identifies the record(s) they wish to inspect. The principal

will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.

2. The right to request the amendment of the student's education records that the parent or eligible student believes are inaccurate or misleading.

Parents or eligible students may ask the School District to amend a record that they believe is inaccurate or misleading. They should write to the school principal, clearly identify the part of the record they want changed and specify why it is inaccurate or misleading. If the District decides not to amend the record as requested by the parent or eligible student, the District will notify the parent or eligible student of the decision and advise them of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.

3. The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent.

One exception which permits disclosure without consent is disclosure to school officials with legitimate educational interests. A school official is a person employed by the District as an administrator, supervisor, instructor or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the School school bus; a person or company with whom the District has contracted to perform a special task (such as an attorney, auditor, medical consultant or therapist); or a parent or student serving on an official committee, such as a disciplinary or grievance committee or assisting another school official in performing his or her tasks.

A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.

Upon request, the District discloses education records without consent to officials of another School District in which a student seeks or intends to enroll.

4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by the District to comply with the requirements of FERPA. The name and address of the office that administers FERPA is:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, S.W.
Washington, D.C. 20202-4605

The Family Educational Rights and Privacy Act allow the release of certain directory information to those who request it. Directory information includes the following information relating to a student: The students' name, address, telephone number, date and place of birth, major field of study, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, degree and awards received, the most recent previous educational agency or institution attended by the student, and other similar information.

Parents/guardians, or students over the age 18, have the right to refuse to permit the designation of any or all categories of directory information be released if Alma Public Schools is notified in writing by September 1, 2024 that such personally identifiable information is not to be designated as directory information with respect to that student.

In addition, unless otherwise notified in writing by a parent and/or guardian by September 1, 2024 Alma Public School District is authorized to display the product of the student's school-related academic, athletic, musical and/or work product as outlined in the Parental authorization and release Form to Display Student Work. Consent and agree that the student being photographed, videotaped, audio taped, or recorded by any other means while participating in

Alma school activities and contests, waive any privacy rights with regard to the display of such recordings, and waive any claims of ownership or other rights with regard to such photographs or recordings or to the broadcast, sale or display of such photographs or recordings. In addition, unless otherwise notified in writing by a parent and/or guardian by September 1, 2024 Alma Public School District is authorized to use an automated phone call system to notify parents and/or guardians of school related information including but not limited to school closings, low lunch balances, student progress reports, attendance and/or tardies issues, report card information, and other items of interest.

STANDARDS OF STUDENT CONDUCT PERTAINING TO THE UNLAWFUL POSSESSION, USE, OR DISTRIBUTION OF ILLICIT DRUGS OR ALCOHOL ON SCHOOL PREMISES OR AS PART OF ANY OF THE SCHOOL'S ACTIVITIES

It shall be the policy of the School District in addition to standards of student conduct elsewhere adopted by board policy or administrative regulation to absolutely prohibit the unlawful possession, use, or distribution of illicit drugs or alcohol on school premises or as a part of any of the school's activities. This shall include such unlawful possession, use or distribution of illicit drugs and alcohol by any student of the District during regular school hours or after school hours at school sponsored activities on school premises, at school-sponsored activities off school premises.

Conduct prohibited at places and activities as hereinabove described shall include, but not be limited to, the following:

1. Possession of any controlled substance, possession of which is prohibited by law.
2. Possession of any prescription drug in an unlawful fashion.
3. Possession of alcohol on school premises or as a part of any of the school's activities.
4. Use of any illicit drug.
5. Distribution of any illicit drug.
6. Use of any drug in an unlawful fashion.
7. Distribution of any drug or controlled substance when such distribution is unlawful.
8. The possession, use, or distribution of alcohol.

It shall further be the policy of the District that violation of any of the above prohibited acts will result in disciplinary sanctions being taken within the bounds of applicable law, up to and including short term suspension, long term suspension, expulsion or referral to appropriate authorities for criminal prosecution.

2024-2025

ACKNOWLEDGMENT OF RECEIPT

"This receipt shall serve to demonstrate that you as parent or guardian of a student attending Harlan County School District No. 42 have received notice of the standards of conduct of this district expectations of students concerning the absolute prohibition against the unlawful possession, use, or distribution of illicit drugs and alcohol on school premises or as part of any of the school's activities as described in Board Policy or administrative regulation. This

notice is being provided to you pursuant to P. L. 101-226 and 34 C.F.R. Part 86, both Federal Legal requirements for the district to obtain any Federal Financial Assistance. Your signature on this receipt acknowledges that you and your child or children who are students attending this district fully understand the district's position absolutely prohibiting the unlawful possession, use or distribution of illicit drugs and alcohol on school premises or as a part of the school's activities as hereinabove described and that compliance with these standards is mandatory. Any non-compliance with these standards can and will result in punitive measures being taken against any such student.

****You must sign the Acknowledgement of Receipt and Internet Use page included in the information packet and return it to the school before being allowed to check a computer checked out for the school year.**

2024-2025

Policy Concerning Internet Use by Students

It shall be the policy of Alma Public School District No. 42 to provide educative and curriculum related opportunities to the students of the district by providing telecomputing services by (Internet) to the students of the district. The district, by adopting this policy recognizes that access to the Internet, data available through the Internet and the placing of data onto the Internet may be technically difficult to monitor and control. It shall, in recognition of the educative and curricular benefits of, Internet, be the policy of this district to revoke the privilege of any user who misuses the Internet **BY** engaging in activities not related to the educative purposes or to the curricular offerings of the district.

User access will be prohibited and revoked as to any person who uses the Internet for activities such as, but not limited to, receiving or inputting pornographic materials, promoting violence, engaging in racial, gender or other slurs, receiving or transmitting information pertaining to dangerous instrumentalities such as bombs, automatic weapons, or other illicit firearms, weaponry, or explosive devices, for engaging in uses of a defamatory nature, for personal attacks on or "flaming" of another, for engaging in non-educative or non-curricular related conversations, including chat rooms, and for accessing or inputting items of a strictly entertaining or recreational nature not related to the educative purposes or the curriculum of this district.

Additionally, to the extent that it can be reasonably determined by the administration what fees if any have been incurred by a person for non-authorized purposes, it shall be the policy of this district to seek reimbursement and full restitution from the student or his or her parent or guardian, for use of the Internet in a manner inconsistent with this policy.

It shall further be the policy of this district to provide a copy of this policy to each student user of the Internet and to his or her parent or guardian.

I hereby acknowledge that I am aware of the Alma Public School's policy concerning use of the Internet.

****You must sign the Acknowledgement of Receipt and Internet Use page included in the information packet and return it to the school before being allowed to check a computer out for the school year.**