Schuyler Community Schools
Board of Education Regular Meeting
Monday, August 10, 2020 6:30 PM
Schuyler Community Schools Board Room
120 West 20th Street
Schuyler, NE 68661

I. Call Meeting to Order
I.A. Pledge of Allegiance
I.B. Declaration of Open Meeting
II. Approval of Consent Agenda
II.A. Agenda
II.B. Minutes
II.C. Acceptance of Claims
II.C.1. Bills of $5,000 or more
II.D. Financial
II.E. Other Listed Reports
III. Public Forum - We ask that all presentation be limited in their length.
III.A. Recognition of visitors and guests
III.B. Other topics (limited to 5 minutes - subject to guidelines of the Board Participation Policy)
IV. Action Items
IV.A. Americanism: Curriculum, Assessment, and Instructional Programs
IV.A.1. Consider, discuss, and take action to set the date and time for the Americanism Committee to meet prior to September 1, 2020
IV.B. Board Policy, Handbooks, and Support Programs
IV.B.1. Consider, discuss, and take action to approve second reading of the second installment of new and amended board policies.

IV.B.2.
Consider, discuss, and take action to approve first reading of Title IX Policy Updates.

IV.C. Budget, finance, negotiations, and personnel
IV.C.1. Consider, discuss, and take action to accept staff resignations.
IV.C.2. Consider, discuss, and take action to approve new hire recommendations.
V. Discussion Items and Reports
V.A. Review the 2020-21 Return to School Plan
V.B. Review 2020-21 Budget Proposal
V.C. Superintendent's Report
V.D. Board Member/Committee Reports
VI. Correspondence Items
VII. Adjournment

Prepared by: Christina Bywater, Secretary to the Board

Schuyler Community Schools
Board of Education Regular Meeting
Monday, July 13, 2020 6:30 PM
Schuyler Community Schools Board Room
120 W. 20th Street
Schuyler, NE 68661-2400

Attendance Taken at 6:30 PM.

Richard Brabec:	Present
Mynor Hernandez:	Present
Nina Lanuza:	Present
Chuck Misek:	Present
Virginia Semerad:	Present
Brian Vavricek:	Present

Present: 6.

I. 2019-20 Budget Amendment Hearing

Action Item

I. Call Hearing to Order

II. The purpose of the Hearing is to review, discuss, consider, and receive input, and or support, opposition, criticism, suggestions or observations of taxpayers relating to amending the 2019-20 budget.

III. Adjourn Budget Amendment Hearing

II. Call Meeting to Order
Procedural Item
STRIVE - COMMIT - SUCCEED - District Mission Statement

Schuyler Community Schools in partnership with parents, students, and the community is committed to educate students to become skilled, knowledgeable and responsible citizens in a global society - District Vision Statement

Notice of this meeting was given in advance according to State Law 84-1411, by giving notice of the meeting to the public. Notice of this meeting was also given in advance to all members of the Board of Education

II.A. Pledge of Allegiance
Procedural Item

II.B. Declaration of Open Meeting

Procedural Item
This meeting has been preceded by advance notice and is hereby declared to be in open session. A copy of the Open Meetings Act is posted in the front of the meeting room.
Nebraska Open Meetings Act: http://nitc.nebraska.gov/documents/statutes/NebraskaOpenMeetingsAct_current.pdf

III. Approval of Consent Agenda
Consent Agenda
Discuss, Consider and Take Action on the consent agenda

Motion to approve the consent agenda Passed with a motion by Nina Lanuza and a second by Brian Vavricek.
Richard Brabec: Yea, Mynor Hernandez: Yea, Nina Lanuza: Yea, Chuck Misek: Yea, Virginia Semerad: Yea, Brian Vavricek: Yea
Yea: 6, Nay: 0

III.A. Agenda
Consent Item

III.B. Minutes
Consent Item

III.C. Acceptance of Claims
Consent Item

III.C.1. Bills of $5,000 or more
Consent Item

III.D. Financial
Consent Item

III.E. Other Listed Reports
Consent Item

IV. Public Forum - We ask that all presentation be limited in their length.
Information Item

IV.A. Recognition of visitors and guests
Information Item
Rich Brabec

IV.B. Other topics (limited to 5 minutes - subject to guidelines of the Board Participation Policy)
Information Item

V. Action Items
Procedural Item

V.A. Budget, finance, negotiations, and personnel
Procedural Item
Chuck Misek, Rich Brabec, Brian Vavricek
This committee is responsible for budget, finance, and contract negotiations with administration, certificated staff, and support staff.

V.A.1. Consider, discuss, and take action to approve the 2019-20 General Fund and Lunch budget amendments as advertised.

Action Item

Recommended Budget Amendment
1. **General Fund:** We are recommending a $500,000 amendment to the general fund and 50,000 to the food service budgets in response to program expansion related to COVID-19 federal allocations.
Attached is the recommended amended budget as advertised. This amendment will not affect our current tax request for 2019-20.

Motion to approve the 2019-20 general fund and lunch budget amendments as advertised. Passed with a motion by Richard Brabec and a second by Virginia Semerad.
Richard Brabec: Yea, Mynor Hernandez: Yea, Nina Lanuza: Yea, Chuck Misek: Yea, Virginia Semerad: Yea, Brian Vavricek: Yea
Yea: 6, Nay: 0

V.A.2. Consider, discuss, and take action to amend the 2020-21 Adult breakfast and lunch prices.
Action Item

In June, the board of education approved breakfast and lunch prices for the 2020-21 school year. Following the meeting, we were notified by the Nebraska Department of Education that adult meal prices needed to be increased by 5 cents. See prices listed below

	2019-20	2020-21
Adult Breakfast	$2.40	$2.45
Adult Lunch.	$3.70	$3.75

Motion to increase the 2020-21 adult meal prices by 5 cents each. Passed with a motion by Virginia Semerad and a second by Brian Vavricek.
Richard Brabec: Yea, Mynor Hernandez: Yea, Nina Lanuza: Yea, Chuck Misek: Yea, Virginia Semerad: Yea, Brian Vavricek: Yea
Yea: 6, Nay: 0

V.A.3. Consider, discuss, and take action to approve the contract with Pekny and Associates, CPA's, PC for the 2019-2020 District Audit.
Action Item

Pekny and Associates have been doing Schuyler Community Schools' annual audit of financial statements, reviewing your schedule of assets, receipts, expenditures, and fund balances. See attached contract for details included in the annual audit.

Motion to approve the contract with Pekny and Associates, CPA's, PC for the 2019-2020 District Audit. Passed with a motion by Mynor Hernandez and a second by Chuck Misek.
Richard Brabec: Yea, Mynor Hernandez: Yea, Nina Lanuza: Yea, Chuck Misek: Yea, Virginia Semerad: Yea, Brian Vavricek: Yea
Yea: 6, Nay: 0

V.A.4. Consider, discuss, and take action to approve staff resignations

Action Item

Staff Resignations
1. Gary Schaeffer: SCHS Math Teacher
2. LuAnn Bender: SES Food Service

Motion to accept staff resignations and release from the 2020-21 contracts, and thank them for their service to the district. Passed with a motion by Virginia Semerad and a second by Richard Brabec.
Richard Brabec: Yea, Mynor Hernandez: Yea, Nina Lanuza: Yea, Chuck Misek: Yea, Virginia Semerad: Yea, Brian Vavricek: Yea
Yea: 6, Nay: 0

V.A.5. Consider, discuss, and take action to approve new hire recommendations
Action Item

New Hire Recommendations
1. Brenda Mejstrik: Para-Educator - SES
2. Esmeralda Gomez: Para-Educator - SES
3. Susan Hanson: Para-Educator - SMS

Motion to approve new hire recommendations as presented. Passed with a motion by Mynor Hernandez and a second by Brian Vavricek.
Richard Brabec: Yea, Mynor Hernandez: Yea, Nina Lanuza: Yea, Chuck Misek: Yea, Virginia Semerad: Yea, Brian Vavricek: Yea
Yea: 6, Nay: 0

V.B. Board Policy, Handbooks, and Support Programs
Information Item
Virgina Semerad, Rich Brabec, Nina Lanuza
This committee is responsible for annual review of board policies, handbooks, and crisis/safety plans. This committee is also responsible for the support and development of support programs(nursing, food service) in the district.

V.B.1. Consider, discuss, and take action to approve second reading of first installment of new and amended board policies.
Action Item

This update includes three new policies and four revisions of existing policy. Actions described on NDE's Launch Nebraska webpage are recommendations or suggestions, not mandates. Thus, Policy 105.00 Return to School Committee is optional, and if adopted, the word "required" in paragraph one should be replaced with the word "recommended."

New Policies:

Policy 105.00 Return to School Committee meets a requirement described on NDE's new Launch Nebraska webpage athttps://www.launchne.com/. This committee has been mandated to help districts cope with the very broad range of decisions and actions that will need to be taken in the near future to deal with Covid-19 and any other related emergencies. However, actions described on NDE's Launch Nebraska webpage are now listed as recommendations or suggestions, not mandates. Thus, Policy 105.00 Return to School Committee is optional, and if adopted, the word "required" in paragraph one will be replaced with the word "recommended."

Policy 205.08 Board Policy and Temporary Waivers is added to formalize the fact that for the immediate future there may by several temporary waivers of existing NDE Rules and Regulations to deal with the Covid-19 disruptions.

Policy 607.10 Classroom Environment is added to handle a fairly new concern created by the manufacture and marketing of essential oils which some students and staff may be highly allergic to and which would disrupt the educational environment. It wouldn't be surprising to see more products or items of classroom disruption, as yet unimagined, added to this language in the future.

Revised Policies:

Three policies have been revised to deal with disruptions caused by the presence of personal security products in the schools such as mace and tasers. Not surprisingly, these can be misused or purposely taken from the possession of students or staff and used to disrupt school or injure others.

Policy 504.11 Weapons,
Policy 504.16 Searches and Seizures, and
Policy 801.04 Bus Safety Program are being revised to include the prohibition of these devices without specific permission of the building principal and storage during school hours in a secure location.

Policy 508.15 Concussion Awareness is being revised due to occasional hesitation on the part of students, parents or guardians to be forthcoming about a student's concussion. It places a higher expectation on parents and guardians to notify the school of such injuries and flatly requires the student to make such notification, which implies appropriate punishment to students for lack of doing so. I have also included for your use or reminder three useful tools created by NDE for concussion monitoring and treatment:

1. Post-Concussion Symptom Checklist,
2. Return to Academics Progression, and
3. Return-to-Learn Protocol.

I'm also attaching a copy of
Policy 502.02 Nonresident Students with the sixth paragraph underlined simply for your review. This is NOT a revised policy, but NDE is taking a closer look at the criteria districts have put in place for making decisions to accept or reject option enrollments. If you have such criteria in place, please review them, and re-adopt them if they will be kept.
More things are coming later this summer with new Title IX regulations for sexual harassment having been greatly revised, more changes probably coming from NDE due to Covid-19 for the upcoming year, and a special session of the Legislature still to be held.

Motion to approve final reading of the first installment of new and amended policies.
Passed with a motion by Richard Brabec and a second by Mynor Hernandez.
Richard Brabec: Yea, Mynor Hernandez: Yea, Nina Lanuza: Yea, Chuck Misek: Yea, Virginia Semerad: Yea, Brian Vavricek: Yea
Yea: 6, Nay: 0

V.B.2. Consider, discuss, and take action to approve first reading of second installment of new and amended board policies.
Action Item

Policy Update Subscribers,
I have cleaned up and simplified Policy 104.00, using more of the direct instructions from Rule 10.009 regarding the School Improvement Plan required of districts every 5 years. This should not be confused with the district annual report issued annually as covered in policy 1002.00. Many districts have optionally attached their mission and vision statements, and sometimes even their educational goals, to this policy directly or as an administrative regulation for it.

LB 148 recently changed statute 84-1411 regarding the provision of public notice for board meetings. All meeting notices after late July must be published in the local paper of record. Policies 204.07 and 204.11 have been revised accordingly. Policy 204.02 regarding emergency meetings has been slightly revised for clarity.

The recent Supreme Court ruling regarding the firing of long-term employees for being homosexual or transgender in Altitude Express Inc. v. Zarda, Bostock v. Clayton County, and R.G. & G.R. Harris Funeral Homes v. EEOC has resulted in changes to our major policies dealing with anti-discrimination and protected categories in employment and education. Policies 103.00, 402.01. 404.06, 501.00 and 504.18 all reflect these changes. However, nothing is as constant as change and if the Feds do not postpone the implementation of new Title IX regs, policies 404.06 and 504.18 will both see enormous changes and expansions next month.

The discussion of educational equity in all aspects of our schools has become much more frequent the last couple of years. I have enclosed a new Policy 501.01 Educational Equity as an optional policy for districts wishing for such a policy. A couple of districts had already requested this and have it in place, but in the future there will be more demand for having many of these board expectations as a part of your policy manual.

Have an enjoyable but busy remainder of the summer. Busier times will be here soon!

Jim Luebbe
NASB Director of Policy Services

Motion to approve first reading of the second installment of new and amended board policies. Passed with a motion by Mynor Hernandez and a second by Virginia Semerad.
Richard Brabec: Yea, Mynor Hernandez: Yea, Nina Lanuza: Yea, Chuck Misek: Yea, Virginia Semerad: Yea, Brian Vavricek: Yea
Yea: 6, Nay: 0

V.B.3. Consider, discuss, and take action to approve all actions, votes, motions, decisions, notices, minutes, and all other matters addressed, approved, or oherwise acted upon by the board of education during the the months of March, April, May, and June 2020.
Action Item
Ratification and Affirmation of Previous E-Meetings. On March 17, 2020, Governor Ricketts issued Executive Order 20-03, which allowed public boards (including school boards) to meet virtually. On May 19, 2020, Governor Ricketts issued Executive Order 20-24, which extended Executive Order 20-03 through June 30th. Governor Ricketts has indicated that he will not issue another extension. As a result, effective July 1, school boards will need to meet in- person. Since Executive Order 20-03 was issued, some have questioned whether the Governor had the authority to unilaterally waive certain parts of the Open Meetings Act. To resolve this question proactively, and avoid any potential legal argument in the future, we recommend that any board that met virtually or remotely at any point between March 17th and June 30th pass the following motion:
"Move to ratify, affirm and approve all actions, votes, motions, decisions, notices, minutes and all other matters addressed, approved or otherwise acted upon by this Board of Education at all meetings that occurred during the months of March, April, May and June as if set forth fully and incorporated herein entirely by this reference."

Motion to ratify, affirm and approve all actions, votes, motions, decisions, notices, minutes, and all other matters addressed, approved, or oherwise acted upon by the board of education during the the months of March, April, May, and June 2020. Passed with a motion by Virginia Semerad and a second by Richard Brabec.
Richard Brabec: Yea, Mynor Hernandez: Yea, Nina Lanuza: Yea, Chuck Misek: Yea, Virginia Semerad: Yea, Brian Vavricek: Yea
Yea: 6, Nay: 0

V.C. Building, Grounds, and Transportation
Procedural Item
Chuck Misek, Rich Brabec, Brian Vavricek
This committee is responsible for recommending approval of building/grounds and transportation programs, vehicle replacement schedule, building and maintenance and upgrade schedule.

V.C.1. Consider, discuss, and take action to set the price for the morning and afternoon bus service to Lonnie's Trailer Court.

Action Item

Due to the COVID-19 school closure, the second semester rate was reduced accordingly. This service has worked well for our morning and afternoon routes. Below is an outline of the arrangements we used last year.

Lonnie's Trailer Court Bus Service

1. This is an unsupervised load/unload bus service.
2. The morning bus route pickup: 18th and Fort Street at 7:15 AM.
3. The afternoon bus route drop off: 18th and Fort Street at 4:15 PM.
4. Regular bus route rules apply.
5. Fee (per bus): $450 per semester ($5 per day/ $1.66 per mile).
6. First Semester bus payment due: September 11, 2020.
7. Second Semester bus payment due: January 8, 2021.
8. We will use the same buses that go to Richland Elementary.

Motion to approve the fee of $450 per semester for bus service to Lonnie's Trailer Court for the 2020-21 school year. Passed with a motion by Mynor Hernandez and a second by Nina Lanuza.
Richard Brabec: Yea, Mynor Hernandez: Yea, Nina Lanuza: Yea, Chuck Misek: Yea, Virginia Semerad: Yea, Brian Vavricek: Yea
Yea: 6, Nay: 0

V.D. Governance: Public Relations, Technology, and Planning
Procedural Item
Mynor Hernandez, Nina Lanuza, Chuck Misek
This committee is responsible for recommending the annual district calendar, strategic planning process, technology, and promoting positive public relations and communications program.

V.D.1. Consider, discuss, and take action to approve 2020-21 membership with the Nebraska Rural Community Schools Association (NRCSA)
Action Item

Attached is the annual membership renewal with the Nebraska Rural Community Schools Association (NRCSA). See attached information for details on services provided by the Association. Dues for the 2020-21 school year are $850.00. (no increase)

Motion to approve 2020-21 membership with the Nebraska Rural Community Schools Association (NRCSA) Passed with a motion by Richard Brabec and a second by Mynor Hernandez.
Richard Brabec: Yea, Mynor Hernandez: Yea, Nina Lanuza: Yea, Chuck Misek: Yea, Virginia Semerad: Yea, Brian Vavricek: Yea
Yea: 6, Nay: 0

VI. Discussion Items and Reports
Procedural Item

Motion to approve 2020-21 membership with the Nebraska Rural Community Schools Association (NRCSA) Passed with a motion by Richard Brabec and a second by Mynor Hernandez.
Richard Brabec: Yea, Mynor Hernandez: Yea, Nina Lanuza: Yea, Chuck Misek: Yea, Virginia Semerad: Yea, Brian Vavricek: Yea
Yea: 6, Nay: 0

VI.A. Superintendent's Report
Information Item
Dan Hoesing

1. **Summer School Update: (Dr. Gibbons)** We were able to start summer school July 6. We screen all students and staff that enter the building by taking temperatures and having them apply hand sanitizer. Staff wear masks. We are not requiring children to wear masks.
At the high school level, we have averaged 35 students each day.
As of Thursday, July 9, we have 101 students in the morning session K-8 and, we have 79 in the afternoon session.
In the afternoon, students are working in their grade levels doing science projects and reading books. Kindergarten students wrote a book about Orbeez, 1st grade has been practicing site words and exercising, 2nd grade has been doing the science of motion, 3rd grade is making dioramas , 4th grade is reading Wonder, 5th grade is reading "Frindle"

(Ms. Bebout) April Becker working with the United Way and Community and Family Partnership put together activity backpacks for elementary students in Schuyler. There were 100 backpacks per grade level 1st - 5th grade, so 500 total! There were books and other writing activities in each backpack. What a wonderful opportunity for our students :)
ASP summer camp has been so successful! My goal this year was 100 students. This is of course much lower than previous years. We hit this goal on July 8th! Very exciting. We also had a great opportunity to have professional soccer players from Australia come and work for our program teaching students different soccer drills throughout the day. Graeme Eaglesham runs a non-profit out of Omaha and came to Schuyler to work with our students. Jared Severson is working with middle school students making masks that will be donated to the community. We have partnered with Michelle Evert who is the Colfax County Deputy Emergency Manager. She had a donation of material that will help with this service. We also have many other fun and exciting clubs: Dual Language, Art, Sports, Writing, and many others. Staff and students are both excited to be back in school doing activities.

2. **Graduation Update:**
   a. **Senior Banquet: Friday, July 17th at 6:00 PM at the West Gym.** Board members are welcome to attend and help serve, eat, and participate in the program. Please let Sally know if you are planning to attend.
   b. **Graduation: Saturday, July 18th at 7:00 PM at the Football Stadium.** We need to know who wants to help with this ceremony. Parents and families will be seated on the football field according to social distance guidelines (8 per group).
3. **Re-opening plans for Nebraska's schools:** We have been working on re-opening plans for the beginning of the school year (COVID-19) We will be organizing our return to school committee to begin meeting the week of July 20th. Attached is an overall plan developed by NRCSA superintendents and health professionals to use as a guide. See attached information.

VI.B. Board Member/Committee Reports
Information Item
Board Members

Brian Vavricek will share information from the July Foundation Meeting.

VII. Correspondence Items
Information Item
Would you mind sharing this with the Board of Education on my behalf?

I would like to thank the Warrior community for the unending support that has been demonstrated over and over again to myself and my family, but most importantly, the students of our district. I love Schuyler. What was once a town that I passed through occasionally became one of the most important chapters of my life.

The best part of Schuyler is the people that live here. From the minute that we unpacked our moving truck, I was shown kindness and hospitality. My respect and adoration for the community has only grown as we have walked through life together.

I am taking so many lessons that I have learned over the past six years with me. One of the most important being the concept of blooming where you are planted. I am going home to support my parents, work with others to grow my hometown, and give back to the district that invested in me by having my kids walk the same halls that I once did. I have such a high level of respect for those that graduated Warriors and continue to bleed Schuyler Green! It will be an honor to do the same for my alma mater.

There are no words to describe the true gift that Schuyler is. I will forever be a fan of this genuine, hardworking district. I will always be grateful that you chose me as a principal of this district, and I wish you only the very best as you lead and impact future generations.

Respectfully,
Michelle Burton

VIII. Adjournment
Action Item

Motion to adjourn Passed with a motion by Brian Vavricek and a second by Virginia Semerad.
Richard Brabec: Yea, Mynor Hernandez: Yea, Nina Lanuza: Yea, Chuck Misek: Yea, Virginia Semerad: Yea, Brian Vavricek: Yea
Yea: 6, Nay: 0

Schuyler Community Schools
Board of Education Regular Meeting Monday, July 13, 2020 6:30
PM Schuyler Community Schools Board Room
120 W. 20th Street
Schuyler, NE 68661-
2400

President Brabec called the Budget hearing to order at 6.30 pm. The purpose of the Hearing is to review, discuss, consider, and receive input, and or support, opposition, criticism, suggestions or observations of taxpayers relating to amending the 2019-2020 budget. The hearing was adjourned at 6:35 pm.

President Brabec called meeting to order at 6:35 PM. Board Members present: Brabec, Lanuza, Semerad, Vavricek, Misek and Hernandez.

President Brabec read the Mission Statement and declared the meeting to be in open session. All school board members and the public were notified of the meeting in advance according to State Law 84-1411. All present participated in the Pledge of Allegiance.

Motion to approve the consent agenda Passed with a motion by Nina Lanuza and a second by Brian Vavricek.

We are recommending a $500,000 amendment to the general fund and 50,000 to the food service budgets in response to program expansion related to COVID-19 federal allocations.
This amendment will not affect our current tax request for 2019-20.

Motion to approve the 2019-20 general fund and lunch budget amendments as advertised. Passed with a motion by Richard Brabec and a second by Virginia Semerad.

Motion to increase the 2020-21 adult meal prices by 5 cents each. Passed with a motion by Virginia Semerad and a second by Brian Vavricek.

Motion to approve the contract with Pekny and Associates, CPA's, PC for the 2019-2020 District Audit. Passed with a motion by Mynor Hernandez and a second by Chuck Misek.

Motion to accept staff resignations and release from the 2020-21 contracts, and thank them for their service to the district. Passed with a motion by Virginia Semerad and a second by Richard Brabec. Resigning are: Gary Schaeffer: SCHS Math Teacher and LuAnn Bender: SES Food Service

Motion to approve new hire recommendations as presented. Passed with a motion by Mynor Hernandez and a second by Brian Vavricek. New hires: Brenda Mejstrik: Para-Educator – SES, Esmeralda Gomez: Para-Educator – SES, Susan Hanson: Para-Educator - SMS

Motion to approve final reading of the first installment of new and amended policies. Passed with a motion by Richard Brabec and a second by Mynor Hernandez.

Motion to approve first reading of the second installment of new and amended board policies. Passed with a motion by Mynor Hernandez and a second by Virginia Semerad.

Motion to ratify, affirm and approve all actions, votes, motions, decisions, notices, minutes, and all other matters addressed, approved, or otherwise acted upon by the board of education during the months of March, April, May, and June 2020. Passed with a motion by Virginia Semerad and a second by Richard Brabec.

Motion to approve the fee of $450 per semester for bus service to Lonnie's Trailer Court for the 2020-21 school year. Passed with a motion by Mynor Hernandez and a second by Nina Lanuza.

Motion to approve 2020-21 membership with the Nebraska Rural Community Schools Association (NRCSA) Passed with a motion by Richard Brabec and a second by Mynor Hernandez.

Motion to adjourn Passed with a motion by Brian Vavricek and a second by Virginia Semerad.

You can watch the boarding at:
https://zoom.us/rec/share/zMpuf-HN6mdOX43KzRjiArcnQdjJeaa81HdP_qFfyB0mMlKbx4u6EwfwAq-_pmAHt Password: 06208740

SCHUYLER COMMUNITY SCHOOLS
MONTHLY DISBURSEMENT REPORT
For the month of AUGUST 2020

Check #	Date	Vendor	Description	Amount
41857	8/10/2020	Acco Brands USA LLC	supplies	$1,971.24
41858	8/10/2020	AccuCut	supplies	$74.00
41859	8/10/2020	Advanced Fire & Safety, Inc.	hood safety maintenance	$855.00
41860	8/10/2020	AED Brands	AED battery	$405.00
41861	8/10/2020	SYNCB/AMAZON	supplies	$13,004.51
41862	8/10/2020	Benchmark Education Company, LLC	Dual lang books	$189.20
41863	8/10/2020	Black Hills Energy	natural gas	$107.61
41864	8/10/2020	Blick Art Materials	supplies	$4,481.37
41865	8/10/2020	BOMGAARS	supplies	$410.08
41866	8/10/2020	BSN Sports inc	supplies	$2,360.44
41867	8/10/2020	Butler County Welding	welding supplies	$11.15
41868	8/10/2020	Carolina Biological Supply Co	supplies	$2,988.32
41869	8/10/2020	Carson Dellosa Education	supplies	$59.90
41870	8/10/2020	Casey's Business MasterCard	fuel	$110.50
41871	8/10/2020	CCS Presentation Systems	projector and screen	$4,620.00
41872	8/10/2020	Cenex Fleetcard	fuel	$107.75
41873	8/10/2020	Cengage Learning	supplies	$3,910.50
41874	8/10/2020	CenturyLink	phone	$186.77
41875	8/10/2020	CenturyLink	phone	$2,448.01
41876	8/10/2020	Central Nebraska Rehab Services	OT/PT services	$2,051.60
41877	8/10/2020	CEV	Ag/FCS instr licenses	$10,450.00
41878	8/10/2020	CHI Health Clinic Occupational Health Service	DOT drug screen	$37.00
41879	8/10/2020	Columbus Steel	ag supplies	$271.22
41880	8/10/2020	Community and Family Partnership	contracted services	$145.35
41881	8/10/2020	Computer Information Concepts, Inc.	Infinite Campus license	$2,026.00
41882	8/10/2020	Cornhusker Public Power District	electricity	$816.58
41883	8/10/2020	Culligan Water Conditioning	soft water plan	$82.10
41884	8/10/2020	Demco	library supplies	$733.72
41885	8/10/2020	Department Of Utilities	utilities	$41,628.70
41886	8/10/2020	Discovery Education, Inc.	HS STEM PD	$5,000.00
41887	8/10/2020	Discount School Supply	supplies	$1,024.87
41888	8/10/2020	Eakes Office Products Center	copies	$13,211.24
41889	8/10/2020	Egan Supply Co	supplies	$66.84
41890	8/10/2020	Educational Service Unit #7	Kagan training	$708.00
41891	8/10/2020	ESU 7 Distance learning	July-Sept20 Network charges	$687.96
41892	8/10/2020	Educational Serv Unit #7 Network	Tech support	$712.50
41893	8/10/2020	Flinn Scientific	supplies	$61.77
41894	8/10/2020	FP Mailing Solutions	meter fees	$167.70
41895	8/10/2020	Frontier	phone	$101.43
41896	8/10/2020	Fun Express, LLC	supplies	$725.89
41897	8/10/2020	The Prophet Corp	supplies	$424.36
41898	8/10/2020	Grainger	fire barrier pillow	$486.76
41899	8/10/2020	hand2mind, Inc.	supplies	$50.25
41900	8/10/2020	Heartland Communications	switches	$2,278.52
41901	8/10/2020	Hometown Leasing	copier lease	$2,480.00
41902	8/10/2020	Houghton Mifflin Harcourt Publishing Co	textbooks	$25,112.95
41903	8/10/2020	Innovative Office Solutions, LLC	chair	$10,543.33

41904	8/10/2020	J & B Auto Parts	van maintenance	$135.76
41905	8/10/2020	Jackson Services Inc	linens	$1,098.17
41906	8/10/2020	Nicholas Johnson	band camp percussion instructo	$1,000.00
41907	8/10/2020	John's Tire Sales & Services	bus maintenance	$646.35
41908	8/10/2020	Kaplan Early Learning Company	supplies	$77.92
41909	8/10/2020	Kelly Supply Company	supplies	$184.53
41910	8/10/2020	Brian K. Kracl	trimmer	$210.00
41911	8/10/2020	Lakeshore Learning Materials	supplies	$950.63
41912	8/10/2020	Learning A-Z	Raz Plus license	$209.95
41913	8/10/2020	Lego Education	STEM supplies	$439.90
41914	8/10/2020	Lincoln Journal Star	advertising/ bd minutes	$1,540.79
41915	8/10/2020	Matheson Trigas	ag supplies	$91.11
41916	8/10/2020	Amy Mazankowski	Summer SPED services	$1,015.60
41917	8/10/2020	Mcgraw Hill Companies	Dual language textbooks	$5,857.24
41918	8/10/2020	Menards	supplies	$525.35
41919	8/10/2020	Meyer Laboratory, Inc	COVID supplies	$12,876.79
41920	8/10/2020	Midwest Alarm Services	inspections	$986.59
41921	8/10/2020	Midwest Technology Products	supplies	$378.60
41922	8/10/2020	Minnesota Clay USA	HS art supplies	$762.48
41923	8/10/2020	Mountain View, LLC	Fotric cameras	$48,800.00
41924	8/10/2020	Music in Motion	supplies	$778.47
41925	8/10/2020	N2Y, LLC	SPED learning bundle	$745.59
41926	8/10/2020	Nasco	supplies	$2,217.80
41927	8/10/2020	National Art & School Supplies Inc	supplies	$11,646.83
41928	8/10/2020	NCS Pearson Inc	SPED supplies	$480.91
41929	8/10/2020	Nebraska Public Health Environmental Laborato	water testing	$9.25
41930	8/10/2020	Nebraska Safety Center@UNK	bus training	$250.00
41931	8/10/2020	Kathryn Niedbalski	COVID bell covers for band	$150.00
41932	8/10/2020	NIMCO, Inc	supplies	$139.94
41933	8/10/2020	One Source	background checks	$90.00
41934	8/10/2020	Omaha Public Power District	electricity	$67.86
41935	8/10/2020	OPTK Networks	Internet	$342.24
41936	8/10/2020	Parkview One Stop LLC	fuel	$208.44
41937	8/10/2020	Per Mar Security Services	Security services	$412.27
41938	8/10/2020	Perry, Guthery, Hasse & Gessford, P.C., L.L.O	legal services	$270.00
41939	8/10/2020	Pioneer Athletics	paint striper repair	$677.40
41940	8/10/2020	Plank Road Publishing Inc	music	$298.70
41941	8/10/2020	Presto-X	pest control	$329.00
41942	8/10/2020	Pro-ed	SPED supplies	$694.43
41943	8/10/2020	Progress Publications	supplies	$73.60
41944	8/10/2020	Pyramid School Products	supplies	$4,685.68
41945	8/10/2020	QC Supply, LLC	supplies	$637.79
41946	8/10/2020	Quill	supplies	$24.58
41947	8/10/2020	Really Good Stuff, Inc	supplies	$2,324.13
41948	8/10/2020	Renaissance Learning, Inc	educational products	$28,190.00
41949	8/10/2020	Riddell/All American Sports Corp.	supplies	$20.47
41950	8/10/2020	Rochester 100 Inc	supplies	$564.30
41951	8/10/2020	S&S Worldwide, Inc.	supplies	$216.69
41952	8/10/2020	Savvas Learning Company, LLC	Dual lang textbooks	$72,219.32
41953	8/10/2020	Scholastic Inc	periodicals	$7,303.15
41954	8/10/2020	School Health Corporation	supplies	$63.52
41955	8/10/2020	Schools In	Science tables	$5,093.25

41956	8/10/2020	School Specialty, Inc	supplies	$620.84
41957	8/10/2020	Schuyler Coop Association	fuel	$298.11
41958	8/10/2020	Schuyler Home & Building Supply	supplies	$823.75
41959	8/10/2020	SCS Lunch Program	reimb exp for HS grant	$3,522.61
41960	8/10/2020	The Original Seat Sack Company	supplies	$438.00
41961	8/10/2020	The Sherwin Williams Co.	paint	$236.89
41962	8/10/2020	Symmetry Energy Solutions, LLC	natural gas	$15,271.61
41963	8/10/2020	Teacher Created Resources	supplies	$381.92
41964	8/10/2020	Teacher Direct	supplies	$3,890.92
41965	8/10/2020	Teacher Synergy, LLC	supplies	$255.79
41966	8/10/2020	Themes & Variations Inc	online subscription	$149.95
41967	8/10/2020	Trend Enterprises, Inc	supplies	$95.54
41968	8/10/2020	Troxell Communications, Inc	supplies	$256.29
41969	8/10/2020	U.S. Toy CO/Constructive Playthings	supplies	$91.59
41970	8/10/2020	Verizon Wireless	cell phones	$513.70
41971	8/10/2020	Visa	COVID supplies, Gallup	$2,838.84
41972	8/10/2020	VISA	furniture	$2,234.00
41973	8/10/2020	Visa	supplies	$1,068.60
41974	8/10/2020	Voyager Sopris Learning	student renewal	$3,808.20
41975	8/10/2020	WageWorks	Admin fees	$220.00
41976	8/10/2020	Waste Connections of NE, Inc.	sanitation services	$1,030.00
41977	8/10/2020	Western Psychological Services	SPED supplies	$136.40
41978	8/10/2020	William V. Macgill & Co	health supplies	$3,310.20
20-08-01	8/11/2020	Karyee LeSuer	tuition reimb	$600.00
20-08-02	8/11/2020	Mairen Montanez	tuition reimb	$800.00
TOTAL GENERAL FUND DISBURSEMENTS				**$422,295.11**

2229	8/10/2020	Air Conditioning Utilities, Inc.	MS roof top unit	$6,551.29
2230	8/10/2020	Border States Industries, Inc.	HS hallway lighting	$5,141.20
2231	8/10/2020	Cada Electric, LLC	new service to activity bldg	$3,132.28
2232	8/10/2020	Columbus Carpet, Inc	MS flooring	$4,709.11
2233	8/10/2020	Electrical Engineering & Equipment Co	Activity bldg supplies	$25.39
2234	8/10/2020	Melvin Brokaw, Jr.	Grasshopper mower	$19,976.00
2235	8/10/2020	Nebraska Epoxy Works, Inc.	HS epoxy	$5,335.88
2236	8/10/2020	Quentin P. Nelson	District sign	$942.00
2237	8/10/2020	Sizeable Storage Solutions, LLC	Oct-Dec rent	$5,700.00
2238	8/10/2020	Spenser's Trenching & Electric LLC	trenching	$7,568.90
TOTAL DEPRECIATION FUND DISBURSEMENTS				**$59,082.05**

1406	8/10/2020	The Clark Enersen Partners	professional services	$11,047.98
1407	8/10/2020	H2I Group	Refinish damaged gym floor	$6,000.00
1408	8/10/2020	Haus Equipment	storage container	$700.00
1409	8/10/2020	Meyer Laboratory, Inc	supplies	$2,249.31
1410	8/10/2020	Mid-State Engineering & Testing Inc	field/lab work	$3,430.50
1411	8/10/2020	Midwest Alarm Services	HS fire alarm system	$52,152.00
1412	8/10/2020	Miller Painting & Decorating, Inc.	HS painting	$11,845.00
1413	8/10/2020	Hausmann Construction	payment	$1,186,632.13
TOTAL SPECIAL BUILDING FUND DISBURSEMENTS				**$1,274,056.92**

SCHUYLER COMMUNITY SCHOOLS
MONTHLY DISBURSEMENT REPORT over $5000
For the month of AUGUST 2020

Check #	Date	Vendor	Description	Amount
41952	8/10/2020	Savvas Learning Company, LLC	Dual lang textbooks	$72,219.32
41923	8/10/2020	Mountain View, LLC	Fotric cameras	$48,800.00
41885	8/10/2020	Department Of Utilities	utilities	$41,628.70
41948	8/10/2020	Renaissance Learning, Inc	educational products	$28,190.00
41902	8/10/2020	Houghton Mifflin Harcourt Publishing Co	textbooks	$25,112.95
41962	8/10/2020	Symmetry Energy Solutions, LLC	natural gas	$15,271.61
41888	8/10/2020	Eakes Office Products Center	copies	$13,211.24
41861	8/10/2020	SYNCB/AMAZON	supplies	$13,004.51
41919	8/10/2020	Meyer Laboratory, Inc	COVID supplies	$12,876.79
41927	8/10/2020	National Art & School Supplies Inc	supplies	$11,646.83
41903	8/10/2020	Innovative Office Solutions, LLC	chair	$10,543.33
41877	8/10/2020	CEV	Ag/FCS instr licenses	$10,450.00
41953	8/10/2020	Scholastic Inc	periodicals	$7,303.15
41917	8/10/2020	Mcgraw Hill Companies	Dual language textbooks	$5,857.24
41955	8/10/2020	Schools In	Science tables	$5,093.25
41886	8/10/2020	Discovery Education, Inc.	HS STEM PD	$5,000.00
TOTAL GENERAL FUND DISBURSEMENTS				**$326,208.92**
2234	8/10/2020	Melvin Brokaw, Jr.	Grasshopper mower	$19,976.00
2238	8/10/2020	Spenser's Trenching & Electric LLC	trenching	$7,568.90
2229	8/10/2020	Air Conditioning Utilities, Inc.	MS roof top unit	$6,551.29
2237	8/10/2020	Sizeable Storage Solutions, LLC	Oct-Dec rent	$5,700.00
2235	8/10/2020	Nebraska Epoxy Works, Inc.	HS epoxy	$5,335.88
2230	8/10/2020	Border States Industries, Inc.	HS hallway lighting	$5,141.20
TOTAL DEPRECIATION FUND DISBURSEMENTS				**$50,273.27**
1413	8/10/2020	Hausmann Construction	payment	$1,186,632.13
1411	8/10/2020	Midwest Alarm Services	HS fire alarm system	$52,152.00
1412	8/10/2020	Miller Painting & Decorating, Inc.	HS painting	$11,845.00
1406	8/10/2020	The Clark Enersen Partners	professional services	$11,047.98
1407	8/10/2020	H2I Group	Refinish damaged gym floor	$6,000.00
TOTAL SPECIAL BUILDING FUND DISBURSEMENTS				**$1,267,677.11**

Current Cash Balance

Sorted by Site ID, Group ID, Activity ID.
From 07/01/2020 to 07/31/2020.

Site ID Site Name
Group ID Group Name

Activity ID	Activity Name	Beginning Cash	Receipts	Disbursements	Adjustments	Cash Balance
SCHUYL	**Schuyler Community Schools**					
A	**ACADEMIC**					
1100	CONSORTIUM PAYROLL	232.84	0.00	0.00	0.00	232.84
1500	ARC EQUIP SPEC.ED.	651.53	0.00	0.00	0.00	651.53
	A Totals:	884.37	0.00	0.00	0.00	884.37
B	**ATHLETIC**					
2100	BASKETBALL B	-12,959.11	0.00	0.00	0.00	-12,959.11
2150	BASKETBALL G	-8,345.98	0.00	0.00	0.00	-8,345.98
2200	CROSS COUNTRY B & G	-1,172.86	0.00	0.00	0.00	-1,172.86
2250	CROSS COUNTRY	0.00	0.00	0.00	0.00	0.00
2300	FOOTBALL	-21,903.87	0.00	657.18	0.00	-22,561.05
2350	GOLF B	-1,700.85	0.00	300.00	0.00	-2,000.85
2375	GOLF G	-1,330.73	0.00	300.00	0.00	-1,630.73
2400	SOFTBALL	-1,764.20	0.00	0.00	0.00	-1,764.20
2450	SOCCER B	-6,371.15	0.00	54.58	0.00	-6,425.73
2500	SOCCER G	-1,278.28	0.00	0.00	0.00	-1,278.28
2600	TRACK	-5,959.43	0.00	0.00	0.00	-5,959.43
2700	VOLLEYBALL	-2,716.97	0.00	0.00	0.00	-2,716.97
2750	WRESTLING	-34,561.64	0.00	0.00	0.00	-34,561.64
2755	WEIGHT ROOM EQUIPMENT	369.86	0.00	0.00	0.00	369.86
2800	SMS ATHLETICS	-18,637.64	0.00	2,032.89	0.00	-20,670.53
2850	LAUNDRY	0.00	0.00	0.00	0.00	0.00
2900	GENERAL	46,378.67	264.15	50.38	0.00	46,592.44
2950	MEDICAL	-7,168.25	0.00	0.00	0.00	-7,168.25
2970	BOOSTER CLUB DONATION	-2,958.65	0.00	0.00	0.00	-2,958.65
2975	DONATIONS	7,297.42	0.00	0.00	0.00	7,297.42
	B Totals:	-74,783.66	264.15	3,395.03	0.00	-77,914.54
C	**DISTRICT**					
3100	ADULT EDUCATION	3,833.68	0.00	0.00	0.00	3,833.68
3110	COLLEGE CREDIT	-68,340.50	0.00	8,270.00	0.00	-76,610.50
3200	GENERAL	43,610.71	15.02	2,886.90	0.00	40,738.83
3250	FIELD HOUSE	19,943.00	0.00	0.00	0.00	19,943.00
3300	FINES	1,268.22	0.00	0.00	0.00	1,268.22
3400	HIGH SCHOOL--- BOOK FINES	4,205.95	0.00	0.00	0.00	4,205.95
	C Totals:	4,521.06	15.02	11,156.90	0.00	-6,620.82
D	**DEPARTMENTS**					
3450	SCHS LIBRARY FINES	987.98	0.00	0.00	0.00	987.98
4000	BAND	1,757.11	0.00	0.00	0.00	1,757.11
4025	Musical	4,449.84	0.00	0.00	0.00	4,449.84
4050	VOCAL	226.87	0.00	0.00	0.00	226.87
4750	KOEHN TRUST (BAND DONATION)	16,601.70	0.00	0.00	0.00	16,601.70
	D Totals:	24,023.50	0.00	0.00	0.00	24,023.50

Current Cash Balance

Sorted by Site ID, Group ID, Activity ID.
From 07/01/2020 to 07/31/2020.

Site ID Site Name
Group ID Group Name

	Activity ID	Activity Name	Beginning Cash	Receipts	Disbursements	Adjustments	Cash Balance
E	UNIFORMS & EQUIPMENT						
	4500	BAND (UNIFORM DEP)	828.18	0.00	0.00	0.00	828.18
	4650	FLAG CORPS	833.28	0.00	0.00	0.00	833.28
	4700	INSTRUMENT RENTAL	0.00	0.00	0.00	0.00	0.00
	4770	AMBASSADORS	1,839.30	0.00	0.00	0.00	1,839.30
		E Totals:	3,500.76	0.00	0.00	0.00	3,500.76

Current Cash Balance

Sorted by Site ID, Group ID, Activity ID.

From 07/01/2020 to 07/31/2020.

Site ID Site Name

Group ID Group Name

	Activity ID	Activity Name	Beginning Cash	Receipts	Disbursements	Adjustments	Cash Balance
F	CLUBS ORGANIZATIONS						
	5000	ART	681.73	0.00	0.00	0.00	681.73
	5005	ATHS	573.39	0.00	0.00	0.00	573.39
	5050	CHEERLEADERS	-1,279.81	8,973.34	0.00	0.00	7,693.53
	5100	DRAMATICS, SPEECH	-3,516.65	0.00	0.00	0.00	-3,516.65
	5105	One Act	-4,583.48	0.00	0.00	0.00	-4,583.48
	5150	DANCE TEAM	2,490.29	5,047.06	2,134.26	0.00	5,403.09
	5175	EMERGENCY RESPNSE TEAM	3,094.77	0.00	0.00	0.00	3,094.77
	5200	FFA	14,905.03	49.00	0.00	0.00	14,954.03
	5250	FCCLA	2,017.87	0.00	0.00	0.00	2,017.87
	5300	CULTURAL UNITY	689.50	0.00	0.00	0.00	689.50
	5350	NATIONAL HONOR SOCIETY	1,565.81	0.00	0.00	0.00	1,565.81
	5400	S-CLUB	102.01	0.00	0.00	0.00	102.01
	5405	SPIRIT CLUB	157.93	0.00	0.00	0.00	157.93
	5425	WARRIORS STAND FOR THE SILENT	183.52	0.00	0.00	0.00	183.52
	5500	SCIENCE & mATH cLUB	5,478.64	0.00	0.00	0.00	5,478.64
	5510	SCIENCE TRIP	31.26	0.00	0.00	0.00	31.26
	5515	INDUST. TECH GRANT SCHS	2,000.00	0.00	0.00	0.00	2,000.00
	5525	SCIENCE FAIR	746.17	0.00	0.00	0.00	746.17
	5550	STUDENT COUNCIL	5,180.61	0.00	0.00	0.00	5,180.61
	5575	504 R ACTIVITY FUND	319.22	0.00	0.00	0.00	319.22
	5600	RICHLAND ACTIVITY FUND	-96.38	0.00	0.00	0.00	-96.38
	5610	FISHER 24 ACTIVITY FUND	4,784.53	0.00	0.00	0.00	4,784.53
	5620	SCHUYLER ELEMENTARY SCHOOL	3.48	0.00	0.00	0.00	3.48
	5621	SES FELICIATIONS	0.00	0.00	0.00	0.00	0.00
	5622	SES FIELD DAY	7,125.30	0.00	0.00	0.00	7,125.30
	5623	SES Vocal Music Club	1,110.15	0.00	0.00	0.00	1,110.15
	5624	SES LIBRARY	2,156.88	0.00	0.00	0.00	2,156.88
	5631	SES POP FUND	1,181.04	0.00	0.00	0.00	1,181.04
	5632	SES Band CLUB	237.90	0.00	0.00	0.00	237.90
	5633	SES STEM	6,945.25	0.00	636.66	0.00	6,308.59
	5650	BRAINSTORMING	0.00	0.00	0.00	0.00	0.00
	5675	TEEN MOM'S	133.86	0.00	0.00	0.00	133.86
	5700	A.S.K.	1,609.80	0.00	0.00	0.00	1,609.80
	5725	STUDENT COUNCIL MAKE A WISH	1,249.37	0.00	0.00	0.00	1,249.37
	5750	FELLOWSHIP CHRISTIANS FOR ATHLETICS	84.43	0.00	0.00	0.00	84.43
	5775	INDUSTRIAL TECH ACCOUNT	0.00	0.00	0.00	0.00	0.00
	5800	SHEEL CREEK WATER TESTING	0.00	0.00	0.00	0.00	0.00
	5825	PRESCHOOL	436.23	0.00	0.00	0.00	436.23
	5900	SMS GENERAL ACTIVITY	1,255.72	0.00	181.47	0.00	1,074.25
	5901	SMS STUDENT COUNCIL	10,710.99	0.00	0.00	0.00	10,710.99
	5902	SMS LIBRARY	3,913.94	0.00	0.00	0.00	3,913.94
	5903	SMS RESOURCE ROOM	4,680.90	0.00	0.00	0.00	4,680.90
	5904	SMS BAND CLUB	890.54	0.00	0.00	0.00	890.54
	5905	SMS TEACHER POP 7702463	21.02	0.00	0.00	0.00	21.02

Current Cash Balance

Sorted by Site ID, Group ID, Activity ID.
From 07/01/2020 to 07/31/2020.

Site ID Site Name
Group ID Group Name

Activity ID	Activity Name	Beginning Cash	Receipts	Disbursements	Adjustments	Cash Balance
5906	SMS EDUCATIONQUEST FOUNDATION GRANT	750.00	0.00	0.00	0.00	750.00
5907	SMS Entrepreneurship	0.00	0.00	0.00	0.00	0.00
5909	SMS VOCAL MUSIC	3.25	0.00	0.00	0.00	3.25
5910	SMS VOLLEYBALL CLUB	567.23	0.00	0.00	0.00	567.23
5911	SMS YEARBOOK	1,046.48	0.00	0.00	0.00	1,046.48
5915	SMS WRESTLING CLUB	495.68	0.00	216.28	0.00	279.40
5920	SMS FOOTBALL CLUB	1,207.80	600.00	0.00	0.00	1,807.80
5925	SMS BOYS BASKETBALL CLUB	475.53	0.00	0.00	0.00	475.53
5926	SMS GIRLS BASKETBALL	0.00	0.00	0.00	0.00	0.00
5930	YOUTH FOOTBALL	1,104.92	60.00	1,476.00	0.00	-311.08
5935	YOUTH SPORTS	3,186.52	343.93	0.00	0.00	3,530.45
	F Totals:	88,110.17	15,073.33	4,644.67	0.00	98,538.83
G	CONCESSION/VENDING					
6000	CONCESSION	3,728.26	0.00	0.00	0.00	3,728.26
6010	Imp. Fund-10%	2,832.43	0.00	0.00	0.00	2,832.43
6100	SCHS PEPSI 7701503	9,298.92	0.00	0.00	0.00	9,298.92
6125	SCHS LUNCH PEPSI	0.00	0.00	0.00	0.00	0.00
6150	SCS FIELD HOUSE POP	2,851.83	0.00	0.00	0.00	2,851.83
6200	STUDENT POP	972.56	0.00	0.00	0.00	972.56
6300	TEACHER POP	4,736.50	0.00	0.00	0.00	4,736.50
6400	S-CLUB JUICE	43.18	0.00	0.00	0.00	43.18
6500	MAINTENANCE	8,070.33	0.00	0.00	0.00	8,070.33
6600	MILK MACHINE - FCCLA	171.53	0.00	0.00	0.00	171.53
	G Totals:	32,705.54	0.00	0.00	0.00	32,705.54

Current Cash Balance

Sorted by Site ID, Group ID, Activity ID.
From 07/01/2020 to 07/31/2020.

Site ID Site Name
Group ID Group Name

Activity ID	Activity Name	Beginning Cash	Receipts	Disbursements	Adjustments	Cash Balance
H	SALES					
7000	HORTICULTURE	15,577.93	0.00	2,575.37	0.00	13,002.56
7010	HOUSE CONSTRUCTION	1,758.68	0.00	0.00	0.00	1,758.68
7020	HOUSE RENTAL	23,500.36	1,200.00	0.00	0.00	24,700.36
7050	PLASMA CAM SALES	3,669.78	0.00	0.00	0.00	3,669.78
7150	BBB CLUB ACCOUNT	1,192.55	0.00	700.00	0.00	492.55
7200	GBB CLUB ACCOUNT	758.96	0.00	40.00	0.00	718.96
7215	BOYS GOLF CLUB ACCT.	3,174.11	0.00	0.00	0.00	3,174.11
7225	GIRLS GOLF CLUB ACCOUNT	914.07	0.00	0.00	0.00	914.07
7250	WRESTLING CLUB ACCOUNT	5,766.03	0.00	0.00	0.00	5,766.03
7275	WRESTLING AIDS	385.83	0.00	0.00	0.00	385.83
7300	BSOC CLUB ACCOUNT	2,869.97	0.00	0.00	0.00	2,869.97
7325	GSOC CLUB ACCOUNT	4,592.69	0.00	0.00	0.00	4,592.69
7350	G/B CROSS COUNTRY CLUB	1,241.70	0.00	0.00	0.00	1,241.70
7400	FOOTBALL CLUB ACCOUNT	5,429.02	0.00	921.17	0.00	4,507.85
7450	VOLLEYBALL CLUB ACCT.	9,897.57	0.00	0.00	0.00	9,897.57
7500	SB CLUB ACCOUNT	1,103.17	0.00	0.00	0.00	1,103.17
7550	STUDENT PURCHASES	243.66	0.00	0.00	0.00	243.66
7600	TR. CLUB ACCT	2,480.94	0.00	0.00	0.00	2,480.94
	H Totals:	84,557.02	1,200.00	4,236.54	0.00	81,520.48
I	CLASSES					
8000	ALUMNI ACCOUNT	1,386.24	0.00	0.00	0.00	1,386.24
8255	CLASSES OF 2013	719.22	0.00	0.00	0.00	719.22
8260	CLASS 2014	382.63	0.00	0.00	0.00	382.63
8265	CLASS OF 2015	219.65	0.00	0.00	0.00	219.65
8270	CLASS OF 2016	274.99	0.00	0.00	0.00	274.99
8275	CLASS OF 2017	1,306.71	0.00	0.00	0.00	1,306.71
8280	CLASS 2018	96.87	0.00	0.00	0.00	96.87
8285	CLASS OF 2019	632.82	0.00	0.00	0.00	632.82
8290	CLASS OF 2020	1,056.60	0.00	453.85	0.00	602.75
8295	CLASS OF 2021	1,819.98	0.00	0.00	0.00	1,819.98
8300	Class of 2022	144.00	0.00	0.00	0.00	144.00
8305	CLASS OF 2023	-100.00	0.00	0.00	0.00	-100.00
8320	CLASS OF 2026	561.53	0.00	0.00	0.00	561.53
8325	CLASS OF 2027	547.26	0.00	0.00	0.00	547.26
8330	CLASS OF 2028	451.48	0.00	0.00	0.00	451.48
8335	CLASS OF 2029	-116.12	0.00	0.00	0.00	-116.12
8340	CLASS OF 2030	1,472.95	0.00	0.00	0.00	1,472.95
8345	CLASS OF 2031	439.44	0.00	0.00	0.00	439.44
8350	Class of 2032	161.48	0.00	0.00	0.00	161.48
	I Totals:	11,457.73	0.00	453.85	0.00	11,003.88

Current Cash Balance

Sorted by Site ID, Group ID, Activity ID.
From 07/01/2020 to 07/31/2020.

Site ID Site Name
Group ID Group Name

	Activity ID	Activity Name	Beginning Cash	Receipts	Disbursements	Adjustments	Cash Balance
J	YEARBOOK						
	8560	YEARBOOK	6,217.69	0.00	0.00	0.00	6,217.69
		J Totals:	6,217.69	0.00	0.00	0.00	6,217.69
K	MISCELLANEOUS						
	9000	STUDENT COUNCIL SCHOOL IMPROVMENT FUND	1,304.25	0.00	0.00	0.00	1,304.25
	9025	SAVE THE CHILDREN	300.00	0.00	0.00	0.00	300.00
	9030	AFTERSCHOOL PROGRAM	94,815.91	0.00	702.94	0.00	94,112.97
	9035	SIXPENSE	456.12	0.00	0.00	0.00	456.12
	9040	SES BACK PACK PROGRAM	5,991.83	0.00	10,477.12	0.00	-4,485.29
	9045	BUILDING HEALTHY RELATIONSHIPS.	9,885.37	0.00	859.03	0.00	9,026.34
	9050	STAFF INSURANCE PURCHASES	600.82	804.65	416.02	0.00	989.45
	9075	KEY DEPOSITS & RENTAL FEES	7,672.25	0.00	0.00	0.00	7,672.25
	9100	BLOOD MOBILE	-131.56	0.00	0.00	0.00	-131.56
	9105	WELLNESS WARRIORS	3,524.77	0.00	0.00	0.00	3,524.77
	9110	PTO WELLNESS DAY DONATION	5,099.00	0.00	667.00	0.00	4,432.00
	9115	LUNCH CARD	2,446.05	0.00	0.00	0.00	2,446.05
	9125	TMH	71.20	0.00	0.00	0.00	71.20
	9150	PRINCIPAL	-29.90	0.00	0.00	0.00	-29.90
	9175	Technology Fee	38,118.50	60.00	0.00	0.00	38,178.50
		K Totals:	170,124.61	864.65	13,122.11	0.00	157,867.15
L	SCHOLARSHIPS/MEMORIALS						
	9200	TOUR	176.57	0.00	0.00	0.00	176.57
	9500	COLLEGE ACCESS GRANT	4,877.30	0.00	0.00	0.00	4,877.30
		L Totals:	5,053.87	0.00	0.00	0.00	5,053.87
		SCHUYL Totals:	356,372.66	17,417.15	37,009.10	0.00	336,780.71
		Report Totals:	356,372.66	17,417.15	37,009.10	0.00	336,780.71

SCHUYLER COMMUNITY SCHOOLS
Treasurer's Report
Fiscal Year 2020

SCHUYLER COMMUNITY SCHOOLS GENERAL FUND	Jul-20	YTD 2019-2020
Beginning Cash Balance	**4,962,123.01**	**2,085,939.58**
Receipts:		
Colfax county Local District Tax	177,792.12	12,584,397.25
Butler county Local District Tax	22,755.41	1,412,704.54
Interest	1,572.21	18,463.24
License Fees		4,810.00
Rent of Facility		0.00
Categorical Grants	14,125.83	
Curriculum Receipts		0.00
Other Local Receipts		0.00
Private grants		0.00
ESU Receipts		0.00
State Aid		3,769,531.00
Special Education		887,397.00
SPED Transportation		2,210.00
State Apportionment		276,733.02
Distant Ed Incentive		0.00
Six Pence	152,020.00	386,986.00
Other State Receipts		0.00
High Ability Learner		14,438.00
Title 1 Part A		618,306.00
Title I part B		14,649.00
Title I, SIG		349,426.58
Title II, Part A - Staff		102,315.00
SPED IDEA Base		92,576.00
SPED Preschool		9,534.00
SPED IDEA, Part B Enroll		299,737.00
SPED Ed IDEA CEIS		0.00
SPED non public		1,542.00
Medicaid in the Public Schools - MIPS		50,958.44
NASB MEDICAID Reimbursements		16,411.04
Carl Perkins Fund		358.00
E-Rate Reimbursement		20,699.20
Migrant		112.70
Title III		63,325.00
Title III Immigrant		18,028.00
Peak ILCD/other grants		600.00
21st Century Grant		186,706.00
Title IV A SSAE Grant		35,912.00
EducationQuest Grant		0.00
Buffett Foundation		0.00
Scott Foundation Grant - Child Well Being		0.00
Insurance Adjustments		0.00
Sale of Property		155.25
Other Non Revenue		247.20
Transfers in		0.00
Total Receipts	**368,265.57**	**21,239,268.46**
Non-program Receipts		
Non-program Receipts		8,283.24
Lunch & Coop Fund Reimbursements	35,732.29	333,606.30
Subtotal	**35,732.29**	**341,889.54**
Transfers from CD		
Transfers IN/OUT Money Market Accounts		0.00
Total Receipts & Transfers	**403,997.86**	**21,581,158.00**

General Fund Cash	**5,366,120.87**	**23,667,097.58**
General Fund Disbursements	-1,760,479.12	-20,075,581.66
Transfers In/Out Money Market Accounts		0.00
Prior Period Adjustment (Voided Checks)		0.00
Total Disbursements	**-1,760,479.12**	**-20,075,581.66**
GENERAL FUND Cash Balance	**3,605,641.75**	**3,591,515.92**

SPECIAL BUILDING FUND

Beginning Cash Balance	**4,410,394.00**	**13,526,044.28**
Colfax County Tax Collection	4.95	139,267.33
Butler County Tax Collection	0.00	18,279.90
School Project Support Donations		0.00
Sale of Property		0.00
Interest	1,291.26	62,450.03
2019 HS Bonds sold		0.00
Sale of Property		25,000.00
Non-revenue receipts		0.00
Total before non-program receipts	**1,296.21**	**244,997.26**
Non-program Receipts/transfers		0.00
Total Monthly Receipts	**1,296.21**	**244,997.26**
Cashed CD's		0.00
Total Building Fund Cash	**4,411,690.21**	**13,771,041.54**
Disbursements & Transfers:		
Total Expenditures	**(1086865.27)**	-10446216.60
Non-program Expenditures		0.00
Total Disbursements	**(1,086,865.27)**	**-10446216.60**
Special Building Fund Ending Balance	**3,324,824.94**	**3,324,824.94**

BOND FUND ACCOUNT

Beginning Balance Pinnacle Bank	**379,605.37**	**644,682.32**
New Bond K-3 2007 tax collections	9,931.50	800,142.80
Interest	16.29	314.40
		0.00
Total	**9,947.79**	**800,457.20**
Bond Payment		-725,356.36
Expenditures	0.00	**-330,230.00**
Balance 2007 bonds	**389,553.16**	**389,553.16**
Beginning Balance - County Treasurer		**0.00**
Old Bond - WW 1993 - Held by Colfax Co Treasurer		0.00
Transfers		0.00
Total Old Bond Balance		**0.00**
Beatrice Bank Holding funds		**0.00**
Total Bond Fund Balance	**389,553.16**	**389,553.16**

DEPRECIATION FUND SAVINGS

Beginning Balance Checking accounts	**194,272.12**	**233,687.75**
Receipts		0.00
Interest on Money Market Accounts	40.03	884.60
Non-program receipts		
Total	**194,312.15**	**234,572.35**
Disbursements	-20,875.21	-61,135.41
Transfers		
Non-program disbursements		
Ending Balance Cash account/Money Market Ac	**173,436.94**	**173,436.94**
DEPRECIATION FUND INVESTMENTS:		
Beginning Balance (800011254, 800012522, 583	**86,957.06**	**86,545.27**
CD's		**0.00**
Interest		**411.79**
Ending Balance Investments	**86,957.06**	**86,957.06**
Total Depreciation Funds	**260,394.00**	**260,394.00**

QUALIFIED CAPITAL PURPOSE BONDS

Beginning balance	4,246,731.00	**3,763,989.18**
PINNACLE BANK (initial deposit+interest)		
Colfax County Tax Collections	4,271.64	429,654.44
Butler County Tax Collections	696.65	49,481.59
Interest & Transfers	1,428.50	23,908.51
US Treasury Receipts		225,014.07
Total Monthly Receipts	**6,396.79**	728,058.61
Transfers		0.00
Payments/Transfer of interest	0.00	-238,920.00
Disbursements		
Fund Balance	**4,253,127.79**	**4,253,127.79**

EMPLOYEE BENEFITS FUND

Beginning Balance	**55,682.69**	**38,423.01**
Deposits	6,621.88	96,172.21
Total Revenue	**62,304.57**	**134,595.22**
Disbursements & Transfers:	-3,243.91	-75,534.56
Ending Balance	**59,060.66**	**59,060.66**
EMPLOYEE BENEFITS FUND INVESTMENTS:		
Beginning Balance (800010018; 55375)	**13,591.63**	**13,486.76**
SCS CD's Interest		104.87
Ending Balance	**13,591.63**	**13,591.63**
Total Employee Benefits Funds Investments	13,591.63	13,591.63
Total Employee Benefits Funds	**72,652.29**	**72,652.29**

SCS STUDENT FEES

Beginning Balance	**86,362.64**	**75,160.25**
Receipts	0.00	16,979.44
Total	**86,362.64**	**92,139.69**
Disbursements	0.00	-5,777.05
Ending Balance	**86,362.64**	**86,362.64**

SCS ACTIVITY FUND

Beginning Balance	**356,372.66**	**389,913.24**
Receipts	17,417.15	317,832.42
Total	**373,789.81**	**707,745.66**
Disbursements	-37,009.10	-370,964.95
Ending Balance	**336,780.71**	**336,780.71**

Lunch Fund

Beginning Balance Checking accounts	**299,223.83**	**217,277.49**
Receipts	112,240.37	1,259,144.95
Interest	14.20	297.59
non-program receipts		0.00
Total Cash	**411,478.40**	**1,476,720.03**
Disbursements	-105,487.98	-1,170,729.61
non-program expenses		0.00
Total Expenditures	-105,487.98	-1,170,729.61
Total Lunch Funds	**305,990.42**	**305,990.42**

SCS COOPERATIVE FUND

Beginning Balance	**7,587.51**	**18,075.87**
Receipts	4,039.61	40,153.42
Total	**11,627.12**	**58,229.29**
Disbursements	-4,692.69	-51,294.86
Ending Balance	**6,934.43**	**6,934.43**

Submitted By:

Charles P. Misek, Treasurer

SCHUYLER COMMUNITY SCHOOLS

Revenue Summary Report

FY 2020

For the Month of JUNE 2020

Account	BUDGET 2019-20	Jul-20	2019-20 YTD TOTALS	Percent Collected
Tax Collections	14,784,334.00	200,547.53	13,997,101.79	94.68%
Tuition Rec'd Other Districts	-		-	0.00%
Interest earned on Local Receipts	1,000.00	1,572.21	18,463.24	1846.32%
CD Interest	17,500.00		-	0.00%
License Fee	3,500.00		4,810.00	137.43%
Community Service Activities	3,000.00		-	0.00%
Grants from Corp & other private	-	14,125.83	14,125.83	
Other Local Receipts	19,118.00		-	0.00%
ESU Receipts	2,000.00		-	0.00%
State Aid	3,277,820.00		3,769,531.00	115.00%
Sp Ed Programs	558,000.00		887,397.00	159.03%
Sp Ed Transportation	4,000.00		2,210.00	55.25%
State Apportionment	200,482.00		276,733.02	138.03%
Other State/Distance Learning Education			-	
High Ability Learner	6,500.00		14,438.00	222.12%
Six Pence	135,000.00	152,020.00	386,986.00	286.66%
Other State	5,000.00		-	0.00%
Title I, Part A	200,000.00		618,306.00	0.00%
Title I, part B	400,000.00		14,649.00	0.00%
Title I - School Improvement Grant	886,985.00		349,426.58	0.00%
Title IIA	40,000.00		102,315.00	255.79%
Title IIA, ESU7 Consortium	-		-	0.00%
IDEA, to age 5	82,576.00		92,576.00	0.00%
Sp Ed - Base	250,000.00		9,534.00	3.81%
Sp Ed-Part B Funds Enrollment	47,595.00		299,737.00	629.77%
Sp Ed - CEIS	45,000.00		-	0.00%
Sp Ed - Non public			1,542.00	0.00%
Medicaid in Public schools	10,000.00		50,958.44	0.00%
NASB NEBMAC MEDICAID	40,000.00		16,411.04	41.03%
Carl Perkins	5,000.00		358.00	7.16%
E-Rate Reimbursement	57,000.00		20,699.20	36.31%
Migrant	-		112.70	
Title III	80,000.00		63,325.00	79.16%
Title III Immigrant	4,575.00		18,028.00	394.05%
Peak ILCD/other grants	425.00		600.00	141.18%
21st Century Grant	272,109.00		186,706.00	68.61%
Title IV-A SSAE	-		35,912.00	
Save the Children Buffett Foundation			-	
Education Quest	-		-	0.00%
Scott Grant - Child Well Being			-	
Debt Services			-	0.00%
Insurance Adjustments	-		-	0.00%
Sale of Property	-		155.25	0.00%
Other Non Revenue Receipts			247.20	0.00%
Total Program Receipts	**21,438,519.00**	**368,265.57**	**21,253,394.29**	99.14%
Non Program Receipts				
Non Program Receipts	-		8,283.24	
Lunch, Coop Payroll or Reimb	-	35,732.29	333,606.30	
	-			

Total Receipts	**21,438,519.00**	**403,997.86**	**21,595,283.83**	
Total Budgeted Beginning Cash	2,085,939.58			
Total Resources Available	**23,524,458.58**			
Audit adjustments				
OTHER FUND RECEIPTS				
Depreciation Fund Receipts	200,000.00	40.03	1,296.39	0.65%
Employee Benefits Fund Receipts	80,000.00	6,621.88	96,277.08	
Qualified Capital Purpose Fund	750,000.00	6,396.79	728,058.61	97.07%
Activities Fund Receipts	500,000.00	17,417.15	317,832.42	63.57%
Lunch Fund Receipts	1,100,000.00	112,254.57	1,259,442.54	114.49%
Bond Fund	500,000.00	9,947.79	800,457.20	160.09%
Special Bldg Fund	150,000.00	1,296.21	244,997.26	163.33%
Cooperative Fund	100,000.00	4,039.61	40,153.42	40.15%
Student Fee Receipts	36,000.00	-	16,979.44	47.17%
TOTAL OTHER FUND RECEIPTS	**3,416,000.00**	**158,014.03**	**3,505,494.36**	
Beginning Balances	19,007,285.61			
TOTAL SCS FUND RECEIPTS	***45,947,744.19***	**562,011.89**	**25,100,778.19**	
Transfer				
General Fund	-		-	
Depreciation Fund			-	
Employee Benefits			-	
Qualified Capital Purpose Fund			-	
Activity Fund			-	
Lunch Fund			-	
Bond Fund			-	
Special Building Fund			-	
Cooperative Fund				
Student Fees Fund			-	
TOTAL TRANSFERS		-	-	
TOTAL SCS RECEIPTS WITH TRANSFERS		**562,011.89**	**25,100,778.19**	

SCHUYLER COMMUNITY SCHOOLS
EXPENDITURE SUMMARY
FISCAL YEAR 2020
Monthly Expenditures

Account	2019-20 Budget	Jul-20	YTD 2019-20	Percent 2019-20
Regular Instructional Programs	11,992,000.00	934,639.92	10,383,490.83	86.59%
Special Education Instructional Programs	1,048,005.00	157,656.13	1,761,757.67	168.11%
Summer School	42,000.00	-	10.02	0.02%
Support Services-Pupils	950,000.00	57,879.55	505,921.96	53.25%
OT/PT/Speech/Vision	250,000.00	(214,236.64)	302,946.64	121.18%
Support Services-Staff	652,415.00	80,072.59	1,096,547.25	168.08%
General Administration	500,000.00	30,072.80	399,828.81	92.39%
Office Of The Principal	1,100,000.00	94,383.26	1,016,319.43	93.90%
Support Services-Business	200,800.00	13,492.43	188,542.62	93.90%
Furniture and Equipment	36,400.00	-	11,502.00	31.60%
Personnel Services	10,000.00	-	10,000.00	100.00%
Support Services-Maintenance & Operation	1,928,256.00	165,063.02	1,695,517.43	87.93%
Support Services-Pupil Transportation	225,320.00	6,762.22	131,244.71	58.25%
Community Services	90,000.00	4,901.98	64,307.44	71.45%
State Categorical Programs	385,400.00	23,598.28	348,398.29	90.40%
Federal Programs	2,195,423.00	370,461.29	1,817,490.32	82.79%
Debt Service	232,500.00	-	-	0.00%
Transfers	100,000.00	-	-	0.00%
Total Program Expenditures	**21,938,519.00**	**1,724,746.83**	**19,733,825.42**	**89.95%**
Non Prog. Expenditures - Misc			8,283.24	
Non Prog. Expenditures - Lunch & Coop		35,732.29	333,606.30	
Total Expenditures	**21,938,519.00**	**1,760,479.12**	**20,075,714.96**	
Budgeted Cash Reserve	3,000,000.00			
Total Requirements	**24,938,519.00**	**1,760,479.12**	**20,075,714.96**	
OTHER FUND DISBURSEMENTS				
Depreciation Fund Disbursements	850,000.00	20,875.21	61,135.41	7.19%
Employee Benefits Fund Disbursements	145,560.00	3,243.91	75,534.56	51.89%
Qualified Capital Purpose Fund	4,340,000.00	-	238,920.00	5.51%
Activities Fund Disbursements	600,000.00	37,009.10	370,964.95	61.83%
Lunch Fund Disbursements	1,275,000.00	105,487.98	1,170,729.61	91.82%
Bond Fund	1,675,000.00	-	1,055,586.36	63.02%
Special Bldg Fund Disbursements	13,500,000.00	1,086,865.27	10,446,216.60	77.38%
Cooperative	150,000.00	4,692.69	51,294.86	34.20%
Student Fee Disbursements	70,000.00	-	5,777.05	8.25%
	22,605,560.00	1,258,174.16	13,476,159.40	59.61%
Other fund Cash Reserves				
TOTAL DISTRICT'S DISBURSEMENTS	**47,544,079.00**	**3,018,653.28**	**33,551,874.36**	
Transfer funds				
General Fund			-	
Depreciation Fund			-	
Employee Benefits			-	
Qualified Capital Purpose Fund			-	
Activity Fund			-	
Lunch Fund Transfers			-	
Bond Fund			-	
Special Building Fund			-	
Cooperative Fund			-	
Student Fees Fund			-	
Transfer funds		-	-	
TOTAL DISTRICT EXPENDITURES		**3,018,653.28**	**33,551,874.36**	

SCHUYLER COMMUNITY SCHOOLS
LUNCH PROGRAM
BUDGET TO ACTUAL
FISCAL YEAR 2020

Receipts:	**Budget 2019-2020**	**July 2020**	**YTD Actual 2019-2020**	**% of Budget**
Sale of Meals	174722.51	0.00	135382.82	77.48%
Interest	500.00	14.20	265.65	53.13%
State Reimbursement	7000.00		7411.51	105.88%
Federal Reimbursement	825000.00	112240.37	1102577.21	133.65%
Other Income	500.00		13805.35	2761.07%
Other Non-Revenue Income	0.00		0.00	
Transfer	0.00		0.00	
Non-program receipts	0.00		0.00	0.00%
Total Receipts	**1007722.51**	**112254.57**	**1259442.54**	**124.98%**
Beginning Cash	217277.49			
Transfer between accts				
Total Receipts & Beg. Cash	**1225000.00**			
Expenditures				
Regular Salaries	371000.00	33755.32	297092.80	80.08%
Substitute Salaries	15000.00		10968.50	73.12%
Employee Benefits	160500.00	16560.29	167835.94	104.57%
Contracted Services	1000.00		0.00	0.00%
Gas & Van Service	1500.00		1057.86	70.52%
Food	620000.00	43636.57	593469.63	95.72%
Software	5000.00	4052.00	4052.00	81.04%
Supplies & Materials	30000.00	3907.09	36121.27	120.40%
Equipment	10000.00	3522.61	51186.16	511.86%
Equipment Repair	8000.00		6266.48	78.33%
Miscellaneous	3000.00	54.10	2678.97	89.30%
Non-program Expenditures	0.00		0.00	
Total Expenditures	**1225000.00**	**105487.98**	**1170729.61**	**95.57%**
Necessary Cash Reserves	**0.00**			
TOTAL REQUIREMENTS	**1225000.00**			
Transfers back between accts				
Revenue over Expenses		**6,766.59**	**88,712.93**	

REVENUE REPORT	2012-13	%	2013-14	%	2014-15	%	2015-16	%	2016-17	%	2017-18	%	2018-19	%	2019-20	%
September Total	**$3,243,881.77**	**20.04%**	**$3,265,998.95**	**18.78%**	**$3,689,300.73**	**17.69%**	**$3,777,399.57**	**18.11%**	**$3,834,741.76**	**18.88%**	**$4,269,068.23**	**21.29%**	**$4,203,426.68**	**19.61%**	**$4,094,118.24**	**18.66%**
Local/County	$2,721,553.23	29.79%	$2,722,697.71	27.36%	$2,959,876.38	25.25%	$3,296,850.19	25.42%	$3,244,512.16	24.10%	$3,616,567.87	24.80%	$3,871,636.68	25.65%	$3,604,268.24	24.38%
State	$486,165.87	8.37%	$517,078.69	8.34%	$581,961.52	8.41%	$406,284.76	7.95%	$405,292.50	8.03%	$318,484.56	8.39%	$327,782.00	7.31%	$440,597.00	8.66%
Federal	$35,044.21	2.85%	$26,108.00	2.12%	$147,462.83	6.66%	$74,077.43	2.66%	$184,795.20	10.34%	$334,015.80	20.00%	$4,008.00	0.22%	$49,218.00	3.17%
Other	$1,118.46	11.18%	$114.55	1.15%	$0.00	0.00%	$187.19	1.87%	$141.90	1.42%		0.00%		0.00%	$35.00	0.01%
October Total	**$800,294.79**	**24.99%**	**$849,385.19**	**23.67%**	**$819,772.20**	**21.62%**	**$919,934.61**	**22.52%**	**$800,032.03**	**22.82%**	**$812,931.69**	**25.34%**	**$681,958.11**	**22.79%**	**$1,377,824.61**	**24.94%**
Local/County	$269,910.85	32.75%	$259,569.32	29.96%	$225,585.97	27.18%	$465,936.95	29.02%	$353,056.80	26.72%	$334,446.13	27.10%	$325,062.51	27.80%	$596,074.99	28.41%
State	$493,020.87	16.85%	$523,529.69	16.79%	$588,572.52	16.92%	$444,247.15	16.65%	$416,054.50	16.27%	$284,749.00	15.89%	$341,484.00	14.93%	$391,391.00	16.34%
Federal	$35,048.93	5.70%	$349.10	2.15%	$3,548.58	6.82%	$9,750.51	3.02%	$30,675.73	12.06%	$193,736.56	31.60%	$15,411.60	1.05%	$390,312.22	28.31%
Other	$2,314.14	34.33%	$65,937.08	660.52%	$2,065.13	20.65%	$0.00	1.87%	$245.00	3.87%		0.00%		0.00%	$46.40	0.02%
November Total	**$681,651.52**	**29.20%**	**$670,719.61**	**27.53%**	**$704,918.79**	**25.00%**	**$841,237.42**	**26.56%**	**$934,567.57**	**27.42%**	**$404,661.44**	**27.36%**	**$647,571.18**	**25.81%**	**$771,613.90**	**28.46%**
Local/County	$95,304.63	33.79%	$112,741.80	31.10%	$98,109.77	28.01%	$115,861.20	29.91%	$158,699.52	27.90%	$111,941.11	27.87%	$179,813.65	28.99%	$197,185.63	29.74%
State	$483,165.87	25.17%	$515,078.69	25.09%	$581,961.52	25.33%	$0.00	16.65%	$405,292.50	24.30%	$274,019.00	23.11%	$327,782.00	22.24%	$468,434.00	25.55%
Federal	$97,466.14	13.62%	$35,415.49	5.03%	$24,291.13	7.92%	$723,064.57	29.03%	$370,575.55	32.80%	$7,103.33	32.03%	$139,975.53	8.62%	$105,878.47	35.13%
Other	$5,714.88	91.47%	$7,483.63	735.35%	$556.37	26.22%	$2,311.65	24.99%	$0.00	3.87%	$11,598.00	115.98%		0.00%	$115.80	0.04%
December Total	**$862,123.68**	**34.53%**	**$800,090.95**	**32.13%**	**$894,606.37**	**29.29%**	**$1,243,678.07**	**32.52%**	**$863,838.51**	**31.68%**	**$683,867.94**	**30.77%**	**$745,256.34**	**29.28%**	**$896,769.14**	**32.55%**
Local/County	$272,803.54	36.78%	$192,538.93	33.03%	$226,629.75	29.95%	$307,081.16	32.28%	$266,290.80	29.88%	$264,179.54	29.68%	$295,771.34	30.95%	$92,217.14	30.37%
State	$569,949.87	34.98%	$607,161.69	34.89%	$655,231.52	34.80%	$914,854.52	34.57%	$405,292.50	32.33%	$395,674.00	33.54%	$449,485.00	32.27%	$492,476.00	35.22%
Federal	$3,417.77	13.90%	$0.00	5.03%	$7,379.81	8.25%	$14,668.35	29.55%	$192,255.21	43.56%	$24,014.40	33.47%	$0.00	8.62%	$312,026.00	55.23%
Other	$15,952.50	251.00%	$390.33	739.26%	$5,365.29	79.87%	$7,074.04	95.73%	$0.00	3.87%	$0.00	115.98%	$0.00	0.00%	$50.00	0.05%
January total	**$1,292,143.75**	**42.51%**	**$2,125,248.63**	**44.35%**	**$1,840,957.36**	**38.12%**	**$2,258,459.02**	**43.35%**	**$1,894,173.38**	**41.00%**	**$2,829,527.97**	**44.88%**	**$2,143,935.43**	**39.29%**	**$1,990,036.12**	**41.62%**
Local/County	$665,610.57	44.07%	$1,194,008.87	45.03%	$1,173,520.62	39.96%	$1,324,921.74	42.50%	$1,361,047.88	39.98%	$1,549,462.72	40.31%	$1,456,969.16	40.60%	$1,494,719.34	40.48%
State	$572,198.87	44.83%	$606,631.69	44.67%	$655,231.52	44.27%	$931,190.66	52.80%	$522,738.50	42.68%	$521,133.00	47.27%	$587,974.82	45.39%	$492,476.00	44.89%
Federal	$44,861.18	17.55%	$324,573.84	31.44%	$11,844.10	8.79%	$2,346.62	29.64%	$3,497.12	43.75%	$758,932.25	78.91%	$98,991.45	13.97%	$2,840.78	55.41%
Other	$9,473.13	345.73%	$34.23	739.60%	$361.12	83.48%		95.73%	$6,889.88	72.77%		115.98%	$0.00	0.00%	$0.00	0.05%
February Total	**$1,220,138.54**	**50.05%**	**$1,148,504.60**	**50.96%**	**$1,728,208.84**	**46.41%**	**$852,443.43**	**47.44%**	**$1,182,532.68**	**46.82%**	**$968,000.97**	**49.70%**	**$1,506,024.77**	**46.31%**	**$1,099,000.32**	**46.63%**
Local/County	$252,933.44	46.84%	$247,669.25	47.52%	$255,338.86	42.14%	$262,178.17	44.52%	$285,384.80	42.10%	$346,579.55	42.68%	$484,057.23	43.81%	$309,750.97	42.57%
State	$845,016.92	59.37%	$891,484.60	59.05%	$1,030,379.73	59.16%	$523,430.65	63.05%	$735,559.01	57.25%	$621,370.07	63.64%	$680,247.54	60.56%	$769,209.02	60.01%
Federal	$3,615.29	17.84%	$8,725.67	32.15%	$442,490.25	28.78%	$66,834.61	32.04%	$161,430.75	52.79%		78.91%	$341,720.00	32.45%	$20,040.33	56.70%
Other	$118,572.89	1531.46%	$625.08	745.85%	$0.00	83.48%		95.73%	$158.12	74.35%	$51.35	116.49%		0.00%		0.05%
March total	**$1,555,657.68**	**59.66%**	**$1,088,408.12**	**57.22%**	**$1,211,095.78**	**52.21%**	**$1,513,121.85**	**54.70%**	**$876,612.25**	**51.14%**	**$1,614,261.92**	**57.75%**	**$1,197,908.35**	**51.90%**	**$1,576,841.46**	**53.81%**
Local/County	$452,827.33	51.79%	$322,560.66	50.76%	$425,766.41	45.77%	$485,798.34	48.27%	$343,463.17	44.65%	$874,833.73	48.68%	$735,622.34	48.68%	$1,050,597.26	49.68%
State	$575,647.87	69.28%	$628,728.00	69.19%	$664,297.52	68.76%	$500,780.51	72.85%	$523,290.50	67.62%	$505,145.00	76.95%	$451,351.00	70.63%	$505,545.00	69.94%
Federal	$526,637.48	60.66%	$136,430.87	43.25%	$120,632.85	34.23%	$515,712.32	50.59%	$9,786.44	53.33%	$232,369.39	92.82%	$10,874.49	33.03%	$20,699.20	58.04%
Other	$545.00	1536.91%	$688.59	752.73%	$399.00	87.47%	$10,830.68	204.04%	$72.14	75.07%	$1,913.80	135.63%	$60.52	0.61%		0.05%
April Total	**$1,171,427.67**	**66.90%**	**$1,633,241.15**	**66.61%**	**$1,863,742.31**	**61.15%**	**$2,030,684.75**	**64.43%**	**$2,508,145.70**	**63.49%**	**$1,882,637.98**	**67.14%**	**$1,790,266.77**	**60.25%**	**$2,828,317.75**	**66.71%**
Local/County	$549,372.21	57.81%	$1,008,894.58	60.89%	$998,263.70	54.29%	$1,277,509.82	58.12%	$1,354,835.34	54.72%	$1,226,461.20	57.09%	$1,335,750.77	57.53%	$1,389,422.05	59.08%
State	$534,523.87	78.48%	$608,417.69	79.01%	$684,985.53	78.66%	$509,797.76	82.83%	$530,337.50	78.12%	$130,411.00	80.39%	$452,516.00	80.72%	$566,734.00	81.07%
Federal	$87,131.59	67.75%	$13,969.09	44.39%	$180,493.08	42.38%	$243,077.17	59.34%	$619,472.86	88.00%	$525,765.78	124.31%	$2,000.00	33.14%	$872,161.70	114.21%
Other	$400.00	1540.91%	$1,959.79	772.33%	$0.00	87.47%	$300.00	207.04%	$3,500.00	110.07%		135.63%		0.61%		0.05%
May Total	**$3,940,649.71**	**91.25%**	**$3,932,891.88**	**89.23%**	**$4,708,506.23**	**83.73%**	**$4,701,494.65**	**86.98%**	**$5,182,724.79**	**89.01%**	**$5,392,764.13**	**94.03%**	**$4,923,775.77**	**83.22%**	**$4,918,720.22**	**89.13%**
Local/County	$3,090,817.05	91.64%	$3,268,977.47	93.74%	$3,823,961.03	86.91%	$3,802,993.88	87.45%	$4,437,550.99	87.67%	$4,713,266.24	89.42%	$4,459,175.77	87.07%	$4,407,221.22	88.89%
State	$723,278.87	90.93%	$609,889.66	88.85%	$663,745.52	88.25%	$556,121.29	93.72%	$516,629.50	88.35%	$674,811.00	98.17%	$449,702.00	90.76%	$506,613.00	91.02%
Federal	$110,514.87	76.73%	$48,453.34	48.33%	$220,669.22	52.35%	$342,379.48	71.65%	$223,752.87	100.52%	$4,686.89	124.59%	$14,898.00	33.95%	$4,886.00	114.53%
Other	$16,038.92	1701.30%	$5,571.41	828.05%	$130.46	88.77%		207.04%	$4,791.43	157.98%		135.63%		0.61%		0.05%
June Total	**$1,127,680.84**	**98.22%**	**$1,133,300.30**	**95.75%**	**$1,148,776.66**	**89.24%**	**$1,493,688.04**	**94.14%**	**$1,400,905.70**	**95.91%**	**$594,899.27**	**97.00%**	**$1,384,220.99**	**89.67%**	**$1,331,886.96**	**95.20%**
Local/County	$490,950.58	97.02%	$316,040.03	96.91%	$300,080.50	89.47%	$863,965.74	94.11%	$577,183.40	91.96%	$253,977.33	91.16%	$659,670.31	91.44%	$676,798.45	93.47%
State	$612,293.90	101.47%	$666,530.56	99.60%	$700,820.48	98.38%	$526,569.77	104.03%	$795,801.97	104.12%	$339,195.00	107.11%	$508,033.00	102.09%	$551,800.00	101.86%
Federal	$23,735.41	78.66%	$149,047.80	60.45%	$146,450.68	58.97%	$102,986.09	75.36%	$27,920.33	102.08%	$1,600.00	124.68%	$216,517.68	45.66%	$103,133.26	121.17%
Other	$700.95	1708.31%	$1,681.91	844.87%	$1,425.00	103.02%	$166.44	208.70%	$0.00	157.98%	$126.94	136.90%		0.61%	$155.25	0.08%
July Total	**$175,787.22**	**99.30%**	**$211,749.74**	**96.97%**	**$389,401.73**	**91.10%**	**$229,587.05**	**95.24%**	**$179,037.44**	**96.79%**	**$73,390.13**	**97.36%**	**$732,262.67**	**93.09%**	**$368,265.57**	**96.88%**
Local/County	$136,849.87	98.52%	$77,114.79	97.69%	$332,808.51	92.31%	$103,610.47	94.91%	$135,494.63	92.97%	$17,969.13	91.29%	$216,886.67	92.87%	$216,245.57	94.93%
State	$0.00	101.47%	$6,837.50	99.71%	$35,084.52	98.89%	$0.00	104.03%	$0.00	104.12%	$0.00	107.11%	$102,387.00	104.37%	$152,020.00	104.85%
Federal	$35,598.85	81.56%	$127,411.04	70.82%	$21,073.17	59.92%	$119,497.83	79.66%	$15,039.00	102.93%	$55,421.00	128.00%	$412,989.00	67.99%	$0.00	121.17%
Other	$3,338.50	1741.69%	$386.41	848.73%	$435.53	107.38%	$6,478.75	273.49%	$28,503.81	443.02%		136.90%		0.61%		0.08%
August Total	**$587,272.25**	**102.93%**	**$439,373.88**	**99.50%**	**$617,773.93**	**94.07%**	**$1,249,431.71**	**101.23%**	**$314,415.70**	**98.34%**	**$1,434,937.34**	**104.52%**	**$912,684.24**	**97.34%**	**$0.00**	**96.88%**
Local/County	$310,399.36	101.92%	$358,946.75	101.29%	$377,791.04	95.53%	$830,622.55	101.31%	$130,881.70	93.94%	$880,456.63	97.33%	$762,004.02	97.92%		94.93%
State	$0.00	101.47%	$41,490.58	100.38%	$0.00	98.89%	$56,784.53	105.14%		104.12%	$123,161.60	110.35%	$0.00	104.37%		104.85%
Federal	$229,726.99	100.24%	$38,925.14	73.99%	$216,848.53	69.72%	$283,118.59	89.84%	$183,534.00	113.20%	$431,319.11	153.83%	$146,946.22	75.93%		121.17%
Other	$47,145.90	2213.15%	$11.41	848.84%	$23,134.36	338.72%	$78,906.04	1062.55%		443.02%		136.90%	$3,734.00	37.95%		0.08%
Total Received	**$16,658,709.42**	**102.93%**	**$17,298,913.00**	**99.50%**	**$19,617,060.93**	**94.07%**	**$21,111,160.17**	**101.23%**	**$19,971,727.51**	**98.34%**	**$20,960,949.01**	**104.52%**	**$20,869,291.30**	**97.34%**	**$21,253,394.29**	**96.88%**
Total Budgeted	**$16,184,118.00**		**$17,386,713.00**		**$20,854,313.00**		**$20,854,313.00**		**$20,309,772.00**		**$20,055,234.00**		**$21,438,519.00**		**$21,938,519.00**	
Local/County Budgeted	$9,134,315.00		$9,953,110.00		$11,721,501.00		$12,967,000.00		$13,464,451.00		$14,580,040.00		$15,096,341.00		$14,784,334.00	
State Budgeted	$5,809,931.00		$6,199,437.00		$6,919,305.00		$5,107,423.00		$5,048,400.00		$3,795,194.00		$4,482,678.00		$5,090,531.00	
Federal Budgeted	$1,229,872.00		$1,229,166.00		$2,213,506.00		$2,779,889.00		$1,786,921.00		$1,670,000.00		$1,849,500.00		$1,552,500.00	
Others Budgeted	$10,000.00		$10,000.00		$10,000.00		$10,000.00		$10,000.00		$10,000.00		$10,000.00		$511,154.00	
Over/Under	**474,591.42**	**2.93%**	**(87,800.00)**	**-0.50%**	**(1,237,252.07)**	**-5.93%**	**256,847.17**	**1.23%**	**(338,044.49)**	**-1.66%**	**905,715.01**	**4.52%**	**(569,227.70)**	**-2.66%**	**(685,124.71)**	**-3.12%**

EXPENDITURE REPORT	2012-13	%	2013-14	%	2014-15	%	2015-16	%	2016-17	%	2017-18	%	2018-19	%	2019-20	%
September Total	**$1,849,309.87**	**10.70%**	**$1,617,997.97**	**9.11%**	**$1,586,003.98**	**7.93%**	**$1,546,839.29**	**7.73%**	**$1,539,984.51**	**7.57%**	**$1,543,208.42**	**7.56%**	**$1,682,014.98**	**7.85%**	**$1,776,080.23**	**8.10%**
Payroll and Benefits	$1,227,892.31	8.69%	$1,283,591.68	8.75%	$1,293,637.93	7.79%	$1,254,278.80	7.56%	$1,406,961.65	8.15%	$1,463,973.67	8.48%	$1,477,573.31	8.23%	$1,552,280.21	8.56%
Accounts Payable	$621,417.56	19.70%	$334,406.29	10.83%	$292,366.05	8.60%	$292,560.49	8.60%	$133,022.86	4.31%	$79,234.75	2.53%	$204,441.67	5.87%	$223,800.02	5.88%
October Total	**$1,333,822.76**	**18.41%**	**$1,401,716.38**	**17.00%**	**$1,610,650.56**	**15.98%**	**$1,643,562.29**	**15.95%**	**$1,672,110.74**	**15.78%**	**$1,769,382.25**	**16.24%**	**$1,798,070.83**	**16.23%**	**$1,750,705.33**	**16.08%**
Payroll and Benefits	$1,143,367.18	16.78%	$1,181,349.20	16.79%	$1,258,567.43	15.37%	$1,308,199.96	15.44%	$1,373,032.01	16.10%	$1,411,494.27	16.66%	$1,418,571.45	16.13%	$1,485,990.30	16.75%
Accounts Payable	$190,455.58	25.73%	$220,367.18	17.97%	$352,083.13	18.95%	$335,362.33	18.47%	$299,078.73	14.00%	$357,887.98	13.93%	$379,499.38	16.76%	$264,715.03	12.84%
November Total	**$1,445,993.76**	**26.77%**	**$1,536,909.02**	**25.65%**	**$1,478,880.75**	**23.38%**	**$1,538,076.50**	**23.64%**	**$1,797,062.78**	**24.61%**	**$1,691,421.13**	**24.53%**	**$1,880,881.44**	**25.01%**	**$1,964,465.29**	**25.03%**
Payroll and Benefits	$1,150,477.61	24.91%	$1,198,104.30	24.96%	$1,271,292.91	23.03%	$1,306,456.33	23.31%	$1,357,595.11	23.97%	$1,408,770.79	24.82%	$1,450,737.77	24.21%	$1,513,333.46	25.10%
Accounts Payable	$295,516.15	35.10%	$338,804.72	28.95%	$207,587.84	25.06%	$231,620.17	25.28%	$439,467.67	28.23%	$282,650.34	22.94%	$430,143.67	29.11%	$451,131.83	24.70%
December Total	**$1,357,283.75**	**34.62%**	**$1,344,398.22**	**33.22%**	**$1,446,578.00**	**30.61%**	**$1,503,918.41**	**31.16%**	**$1,573,314.08**	**32.34%**	**$1,587,829.31**	**32.31%**	**$1,690,389.95**	**32.89%**	**$1,750,121.38**	**33.01%**
Payroll and Benefits	$1,148,765.66	33.04%	$1,185,882.01	33.04%	$1,244,464.16	30.53%	$1,293,460.90	31.10%	$1,352,358.36	31.80%	$1,411,764.26	32.99%	$1,453,747.63	32.31%	$1,493,938.48	33.34%
Accounts Payable	$208,518.09	41.71%	$158,516.21	34.08%	$202,113.84	31.00%	$210,457.51	31.47%	$220,955.72	35.39%	$176,065.05	28.56%	$236,642.32	35.90%	$256,182.90	31.43%
January total	**$1,264,922.47**	**41.94%**	**$1,312,879.88**	**40.61%**	**$1,416,599.92**	**37.69%**	**$1,478,112.93**	**38.55%**	**$1,575,058.75**	**40.08%**	**$1,633,516.52**	**40.32%**	**$1,704,823.80**	**40.84%**	**$1,853,600.58**	**41.46%**
Payroll and Benefits	$1,120,649.98	40.97%	$1,177,040.50	41.05%	$1,257,022.65	38.10%	$1,298,596.35	38.92%	$1,388,499.67	39.84%	$1,438,173.00	41.32%	$1,477,790.55	40.54%	$1,535,612.56	41.81%
Accounts Payable	$144,272.49	46.28%	$135,839.38	38.48%	$159,577.27	35.70%	$179,516.58	36.75%	$186,559.08	41.43%	$195,343.52	34.78%	$227,033.25	42.41%	$317,988.02	39.79%
February Total	**$1,311,064.49**	**49.52%**	**$1,403,873.80**	**48.51%**	**$1,618,399.15**	**45.79%**	**$1,526,340.07**	**46.18%**	**$1,596,272.75**	**47.93%**	**$1,649,623.40**	**48.40%**	**$1,725,930.50**	**48.89%**	**$1,704,430.45**	**49.23%**
Payroll and Benefits	$1,137,572.54	49.02%	$1,191,361.71	49.17%	$1,256,823.51	45.67%	$1,291,244.15	46.70%	$1,349,013.62	47.66%	$1,391,119.52	49.38%	$1,435,662.72	48.53%	$1,500,331.65	50.08%
Accounts Payable	$173,491.95	51.78%	$212,512.09	45.37%	$361,575.64	46.33%	$235,095.92	43.67%	$247,259.13	49.44%	$258,503.88	43.02%	$290,267.78	50.74%	$204,098.80	45.15%
March total	**$1,325,835.62**	**57.19%**	**$1,349,916.60**	**56.11%**	**$1,463,652.98**	**53.10%**	**$1,604,907.73**	**54.21%**	**$1,628,284.06**	**55.93%**	**$1,643,416.11**	**56.46%**	**$1,701,819.92**	**56.83%**	**$1,753,060.01**	**57.22%**
Payroll and Benefits	$1,153,519.72	57.18%	$1,198,109.22	57.33%	$1,290,767.24	53.45%	$1,333,219.78	54.73%	$1,385,812.13	55.68%	$1,420,120.87	57.61%	$1,443,608.06	56.58%	$1,518,851.10	58.46%
Accounts Payable	$172,315.90	57.24%	$151,807.38	50.29%	$172,885.74	51.42%	$271,687.95	51.66%	$242,471.93	57.30%	$223,295.24	50.14%	$258,211.86	58.16%	$234,208.91	51.31%
April Total	**$1,280,538.15**	**64.60%**	**$1,330,513.12**	**63.60%**	**$1,488,270.17**	**60.55%**	**$1,393,336.22**	**61.18%**	**$1,605,283.97**	**63.82%**	**$1,595,748.63**	**64.28%**	**$1,644,321.37**	**64.50%**	**$1,719,549.38**	**65.05%**
Payroll and Benefits	$1,130,521.26	65.17%	$1,181,684.00	65.38%	$1,261,959.40	61.05%	$1,295,557.89	62.54%	$1,349,987.19	63.50%	$1,392,441.45	65.67%	$1,416,457.92	64.46%	$1,465,501.95	66.54%
Accounts Payable	$150,016.89	62.00%	$148,829.12	55.11%	$226,310.77	58.07%	$97,778.33	54.53%	$255,296.78	65.57%	$203,307.18	56.62%	$227,863.45	64.70%	$254,047.43	57.99%
May Total	**$1,350,912.94**	**72.41%**	**$1,454,410.75**	**71.79%**	**$1,433,181.09**	**67.71%**	**$1,590,118.89**	**69.13%**	**$1,772,744.18**	**72.53%**	**$1,920,226.07**	**73.69%**	**$1,907,569.73**	**73.40%**	**$1,780,342.83**	**73.17%**
Payroll and Benefits	$1,159,091.91	73.37%	$1,192,409.39	73.51%	$1,266,060.96	68.68%	$1,288,718.16	70.30%	$1,328,667.38	71.20%	$1,403,191.42	73.80%	$1,434,293.62	72.45%	$1,447,628.60	74.52%
Accounts Payable	$191,821.03	68.08%	$262,001.36	63.60%	$167,120.13	62.99%	$301,400.73	63.40%	$444,076.80	79.95%	$517,034.65	73.10%	$473,276.11	78.28%	$332,714.23	66.73%
June Total	**$1,500,316.16**	**81.09%**	**$1,478,554.44**	**80.11%**	**$1,786,307.10**	**76.64%**	**$1,905,598.30**	**78.65%**	**$1,913,859.70**	**81.93%**	**$1,934,814.67**	**83.18%**	**$2,007,087.28**	**82.76%**	**$1,956,589.81**	**82.09%**
Payroll and Benefits	$1,147,558.00	81.49%	$1,188,929.32	81.61%	$1,281,344.42	76.40%	$1,310,032.08	78.19%	$1,363,166.89	79.10%	$1,410,864.62	81.97%	$1,439,871.60	80.47%	$1,472,278.74	82.64%
Accounts Payable	$352,758.16	79.26%	$289,625.12	72.98%	$504,962.68	77.84%	$595,566.22	80.91%	$550,692.81	97.79%	$523,950.05	89.81%	$567,215.68	94.56%	$484,311.07	79.46%
July Total	**$1,340,066.51**	**88.84%**	**$1,318,578.29**	**87.53%**	**$1,917,135.16**	**86.23%**	**$1,522,654.33**	**86.27%**	**$1,670,132.49**	**90.14%**	**$1,664,126.84**	**91.34%**	**$1,810,156.40**	**91.21%**	**$1,724,746.83**	**89.95%**
Payroll and Benefits	$1,119,731.82	89.41%	$1,163,519.86	89.54%	$1,259,810.39	83.99%	$1,306,272.91	86.06%	$1,366,690.15	87.01%	$1,397,327.62	90.07%	$1,433,090.84	88.45%	$1,498,573.49	90.90%
Accounts Payable	$220,334.69	86.24%	$155,058.43	78.00%	$657,324.77	97.17%	$216,381.42	87.28%	$303,442.34	107.62%	$266,799.22	98.31%	$377,065.56	105.38%	$226,173.34	85.41%
August Total	**$1,326,233.19**	**96.51%**	**$1,916,892.73**	**98.32%**	**$2,304,800.20**	**97.75%**	**$2,255,212.34**	**97.54%**	**$1,643,692.26**	**98.22%**	**$1,763,664.53**	**99.98%**	**$1,869,245.30**	**99.92%**	**$0.00**	**89.95%**
Payroll and Benefits	$1,188,034.58	97.82%	$1,215,792.69	97.82%	$1,253,854.19	91.54%	$1,327,324.79	94.06%	$1,335,378.74	94.75%	$1,398,339.51	98.17%	$1,423,449.07	96.38%		90.90%
Accounts Payable	$138,198.61	90.62%	$701,100.04	100.71%	$1,050,946.01	128.09%	$927,887.55	114.57%	$308,313.52	117.61%	$365,325.02	109.96%	$445,796.23	118.18%		85.41%
Total Expended	**$16,686,299.67**	**96.51%**	**$17,466,641.20**	**98.32%**	**$19,550,459.06**	**97.75%**	**$19,508,677.30**	**97.54%**	**$19,987,800.27**	**98.22%**	**$20,396,977.88**	**99.98%**	**$21,422,311.50**	**99.92%**	**$19,733,692.12**	**89.95%**
Total Budgeted	**$17,290,444.00**		**$17,764,736.00**		**$19,999,791.00**		**$19,999,791.00**		**$20,350,895.00**		**$20,400,895.00**		**$21,438,519.00**		**$21,938,519.00**	
Payroll and Benefits	$14,135,441.00		$14,677,899.00		$16,599,826.53		$16,599,826.53		$17,263,819.59		$17,263,819.59		$17,954,372.37		$18,133,916.10	
Accounts Payable	$3,155,003.00		$3,086,837.00		$3,399,964.47		$3,399,964.47		$3,087,075.41		$3,137,075.41		$3,484,146.63		$3,804,602.90	
Over/Under	**(604,144.33)**	**3.49%**	**(298,094.80)**	**1.68%**	**(449,331.94)**	**2.25%**	**(491,113.70)**	**2.46%**	**(363,094.73)**	**1.78%**	**(3,917.12)**	**0.02%**	**(16,207.50)**	**0.08%**	**(2,204,826.88)**	**10.05%**

2019-20 School Year

01	General Fund	Budgeted/Beginning	September	October	November	December	January	February	March	April	May	June	July	August	Year to Date	Balance	% Spent/Rec
	SPED Expenditures	1,009,565.00	150,305.53	215,577.67	247,286.45	254,808.16	236,458.60	225,897.28	238,814.30	234,449.46	229,625.12	238,419.22	183,682.50		2,455,324.29	(1,445,759.29)	243.21%
	Non-SPED Expenditures	20,928,954.00	1,617,928.90	1,536,147.66	1,724,004.64	1,494,875.78	1,617,141.98	1,478,970.61	1,514,245.71	1,485,099.92	1,550,717.71	1,718,170.59	1,541,064.33	0.00	17,278,367.83	3,650,586.17	82.56%
	Total Expenditures	21,938,519.00	1,768,234.43	1,751,725.33	1,971,291.09	1,749,683.94	1,853,600.58	1,704,867.89	1,753,060.01	1,719,549.38	1,780,342.83	1,956,589.81	1,724,746.83	0.00	19,733,692.12	2,204,826.88	89.95%
	Total Receipts	21,938,519.00	4,094,118.24	1,377,824.61	771,613.90	896,769.14	1,990,036.12	1,099,000.32	1,576,841.46	2,828,317.75	4,918,720.22	1,331,886.96	368,265.57	0.00	21,253,394.29	685,124.71	96.88%
	Monthly Inter-Fund Loan	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00			
	Cash Balance	**2,085,939.58**	**4,411,823.39**	**4,037,922.67**	**2,838,245.48**	**1,985,330.68**	**2,121,766.22**	**1,515,898.65**	**1,339,680.10**	**2,448,448.47**	**5,586,825.86**	**4,962,123.01**	**3,605,641.75**	**3,605,641.75**			

02	Depreciation Fund	Budgeted/Beginning	September	October	November	December	January	February	March	April	May	June	July	August	Year to Date	Balance	% Spent/Rec
	Expenditures	850,000.00	5,400.00	0.00	0.00	5,400.00	0.00	0.00	5,400.00	0.00	13,029.84	11,030.36	20,875.21		61,135.41	788,864.59	7.19%
	Receipts	200,000.00	126.24	112.86	252.16	106.33	101.20	244.41	61.47	49.52	156.04	46.13	40.03		1,296.39	198,703.61	0.65%
	Loan to General Fund	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	Outstanding		
	Loan Repayment from GF	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
	Cash Balance	**320,233.02**	**314,959.26**	**315,072.12**	**315,324.28**	**310,030.61**	**310,131.81**	**310,376.22**	**305,037.69**	**305,087.21**	**292,213.41**	**281,229.18**	**260,394.00**	**260,394.00**			

03	Employee Benefit	Budgeted/Beginning	September	October	November	December	January	February	March	April	May	June	July	August	Year to Date	Balance	% Spent/Rec
	Expenditures	145,560.00	4,083.69	10,654.27	7,872.26	4,782.14	5,507.41	9,162.66	7,168.63	6,135.38	13,164.12	3,760.09	3,243.91		75,534.56	70,025.44	51.89%
	Receipts	80,000.00	29,953.83	6,621.83	6,655.82	6,621.83	6,621.88	6,657.57	6,621.88	6,621.79	6,656.98	6,621.79	6,621.88		96,277.08	(16,277.08)	120.35%
	Cash Balance	**51,909.77**	**77,779.91**	**73,747.47**	**72,531.03**	**74,370.72**	**75,485.19**	**72,980.10**	**72,433.35**	**72,919.76**	**66,412.62**	**69,274.32**	**72,652.29**	**72,652.29**			

09	QCPUF	Budgeted/Beginning	September	October	November	December	January	February	March	April	May	June	July	August	Year to Date	Balance	% Spent/Rec
	Expenditures	4,340,000.00	0.00	0.00	0.00	119,710.00	0.00	0.00	0.00	0.00	0.00	119,210.00	0.00		238,920.00	4,101,080.00	5.51%
	Receipts	750,000.00	130,576.31	22,031.92	119,887.82	4,549.50	53,237.41	10,762.90	38,258.53	48,732.09	156,945.34	136,680.00	6,396.79		728,058.61	21,941.39	97.07%
	Cash Balance	**3,763,989.26**	**3,894,565.57**	**3,916,597.49**	**4,036,485.31**	**3,921,324.81**	**3,974,562.22**	**3,985,325.12**	**4,023,583.65**	**4,072,315.74**	**4,229,261.08**	**4,246,731.08**	**4,253,127.87**	**4,253,127.87**			

05	Activities	Budgeted/Beginning	September	October	November	December	January	February	March	April	May	June	July	August	Year to Date	Balance	% Spent/Rec
	Expenditures	600,000.00	48,476.35	31,005.16	27,056.66	70,545.95	25,960.11	60,873.55	12,030.14	19,076.61	33,467.55	5,463.77	37,009.10		370,964.95	229,035.05	61.83%
	Receipts	500,000.00	63,425.78	37,799.74	25,079.74	45,675.49	49,122.42	25,284.38	24,215.50	4,247.10	11,507.11	14,058.01	17,417.15		317,832.42	182,167.58	63.57%
	Cash Balance	**389,913.24**	**404,862.67**	**411,657.25**	**409,680.33**	**384,809.87**	**407,972.18**	**372,383.01**	**384,568.37**	**369,738.86**	**347,778.42**	**356,372.66**	**336,780.71**	**336,780.71**			

06	School Lunch	Budgeted/Beginning	September	October	November	December	January	February	March	April	May	June	July	August	Year to Date	Balance	% Spent/Rec
	Expenditures	1,275,000.00	154,946.05	119,990.71	105,844.03	106,027.06	90,356.16	114,380.51	113,093.32	100,971.50	77,957.17	81,675.12	105,487.98		1,170,729.61	104,270.39	91.82%
	Receipts	1,100,000.00	87,802.74	127,498.51	137,378.43	129,707.18	106,307.08	121,049.92	128,927.77	84,109.32	124,187.29	100,219.73	112,254.57		1,259,442.54	(159,442.54)	114.49%
	Cash Balance	**217,277.49**	**150,134.18**	**157,641.98**	**189,176.38**	**212,856.50**	**228,807.42**	**235,476.83**	**251,311.28**	**234,449.10**	**280,679.22**	**299,223.83**	**305,990.42**	**305,990.42**			

07	Bond	Budgeted/Beginning	September	October	November	December	January	February	March	April	May	June	July	August	Year to Date	Balance	% Spent/Rec
	Expenditures	1,675,000.00	0.00	0.00	0.00	725,356.36	0.00	0.00	0.00	0.00	0.00	330,230.00	0.00		1,055,586.36	619,413.64	63.02%
	Receipts	500,000.00	127,233.92	19,147.83	5,166.20	2,080.73	98,515.40	15,320.63	72,448.09	94,522.02	311,100.22	44,974.37	9,947.79		800,457.20	(300,457.20)	160.09%
	Cash Balance	**644,682.43**	**771,916.35**	**791,064.18**	**796,230.38**	**72,954.75**	**171,470.15**	**186,790.78**	**259,238.87**	**353,760.89**	**664,861.11**	**379,605.48**	**389,553.27**	**389,553.27**			

08	Special Building	Budgeted/Beginning	September	October	November	December	January	February	March	April	May	June	July	August	Year to Date	Balance	% Spent/Rec
	Expenditures	13,500,000.00	194,392.75	376,843.16	773,546.62	1,485,416.99	1,002,218.48	903,441.32	1,478,346.59	957,760.92	1,305,616.67	881,767.83	1,086,865.27		10,446,216.60	3,053,783.40	77.38%
	Receipts	150,000.00	139,291.18	29,201.87	13,547.22	9,776.01	9,767.10	31,643.52	4,230.04	2,657.66	2,036.72	1,549.73	1,296.21		244,997.26	(94,997.26)	163.33%
	Loan Balance to Gen. Fund	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	Outstanding		
	Loan Repayment from GF	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
	Cash Balance	**13,526,044.28**	**13,470,942.71**	**13,123,301.42**	**12,363,302.02**	**10,887,661.04**	**9,895,209.66**	**9,023,411.86**	**7,549,295.31**	**6,594,192.05**	**5,290,612.10**	**4,410,394.00**	**3,324,824.94**	**3,324,824.94**			

12	Student Fees	Budgeted/Beginning	September	October	November	December	January	February	March	April	May	June	July	August	Year to Date	Balance	% Spent/Rec
	Expenditures	70,000.00	0.00	1,184.62	1,188.00	284.81	149.00	1,402.75	862.87	556.00	149.00	0.00	0.00		5,777.05	64,222.95	8.25%
	Receipts	36,000.00	6,629.75	1,331.90	2,803.00	688.00	290.00	762.00	2,807.00	0.00	40.00	1,627.79	0.00		16,979.44	19,020.56	47.17%
	Cash Balance	**75,160.25**	**81,790.00**	**81,937.28**	**83,552.28**	**83,955.47**	**84,096.47**	**83,455.72**	**85,399.85**	**84,843.85**	**84,734.85**	**86,362.64**	**86,362.64**	**86,362.64**			

10	Cooperative Fund	Budgeted/Beginning	September	October	November	December	January	February	March	April	May	June	July	August	Year to Date	Balance	% Spent/Rec
	Expenditures	150,000.00	4,559.14	4,925.63	4,738.51	4,595.79	5,010.63	4,683.85	4,592.94	4,592.79	4,635.47	4,267.42	4,692.69		51,294.86	98,705.14	34.20%
	Receipts	100,000.00	3,796.99	0.00	4,039.60	4,039.60	4,039.60	4,039.60	4,039.61	4,039.60	4,039.61	4,039.60	4,039.61		40,153.42	59,846.58	40.15%
	Cash Balance	**18,075.87**	**17,313.72**	**12,388.09**	**11,689.18**	**11,132.99**	**10,161.96**	**9,517.71**	**8,964.38**	**8,411.19**	**7,815.33**	**7,587.51**	**6,934.43**	**6,934.43**			

	Cash Balance	Budgeted/Beginning	September	October	November	December	January	February	March	April	May	June	July	August	Year to Date	Balance	% Spent/Rec
	Cash Balance	**21,093,225.19**	**23,596,087.76**	**22,921,329.95**	**21,116,216.67**	**17,944,427.44**	**17,279,663.28**	**15,795,616.00**	**14,279,512.85**	**14,544,167.12**	**16,851,194.00**	**15,098,903.71**	**12,642,262.32**	**12,642,262.32**			

2018-19 School Year

01	General Fund	Budgeted/Beginning	September	October	November	December	January	February	March	April	May	June	July	August	Year to Date	Balance	% Spent/Rec
	SPED Expenditures	1,009,565.00	159,779.28	211,385.66	226,548.45	244,284.46	233,525.65	213,485.74	233,222.82	228,259.64	227,302.67	234,502.84	318,433.33	156,563.62	2,687,294.16	(1,677,729.16)	266.18%
	Non-SPED Expenditures	20,428,954.00	1,522,235.70	1,586,685.17	1,654,332.99	1,446,105.49	1,471,298.15	1,512,444.76	1,468,597.10	1,416,061.73	1,680,267.06	1,772,584.44	1,491,723.07	1,712,681.68	18,735,017.34	1,693,936.66	91.71%
	Total Expenditures	21,438,519.00	1,682,014.98	1,798,070.83	1,880,881.44	1,690,389.95	1,704,823.80	1,725,930.50	1,701,819.92	1,644,321.37	1,907,569.73	2,007,087.28	1,810,156.40	1,869,245.30	21,422,311.50	16,207.50	99.92%
	Total Receipts	21,438,519.00	4,203,426.68	681,958.11	647,571.18	745,256.34	2,143,935.43	1,506,024.77	1,197,908.35	1,790,266.77	4,923,775.77	1,384,220.99	732,262.67	912,684.24	20,869,291.30	569,227.70	97.34%
	Monthly Inter-Fund Loan	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00			
	Cash Balance	**2,638,959.78**	**5,160,371.48**	**4,044,258.76**	**2,810,948.50**	**1,865,814.89**	**2,304,926.52**	**2,085,020.79**	**1,581,109.22**	**1,727,054.62**	**4,743,260.66**	**4,120,394.37**	**3,042,500.64**	**2,085,939.58**			
02	**Depreciation Fund**	Budgeted/Beginning	September	October	November	December	January	February	March	April	May	June	July	August	Year to Date	Balance	% Spent/Rec
	Expenditures	850,000.00	5,365.59	14,727.38	2,514.97	11,151.25	0.00	0.00	5,100.00	0.00	0.00	5,400.00	31,602.00	5,400.00	81,261.19	768,738.81	9.56%
	Receipts	384,272.00	80.40	95.25	220.19	80.16	77.66	206.75	72.35	77.94	243.74	67.99	73.74	100,241.06	101,537.23	282,734.77	26.42%
	Loan to General Fund	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	Outstanding		
	Loan Repayment from GF	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
	Cash Balance	**299,956.98**	**294,671.79**	**280,039.66**	**277,744.88**	**266,673.79**	**266,751.45**	**266,958.20**	**261,930.55**	**262,008.49**	**262,252.23**	**256,920.22**	**225,391.96**	**320,233.02**			
03	**Employee Benefit**	Budgeted/Beginning	September	October	November	December	January	February	March	April	May	June	July	August	Year to Date	Balance	% Spent/Rec
	Expenditures	145,560.00	14,700.88	8,966.68	9,067.67	5,185.86	7,359.99	5,507.18	6,565.81	8,586.45	9,306.88	4,331.61	3,727.47	11,199.19	94,505.67	51,054.33	64.93%
	Receipts	88,100.46	26,193.85	5,694.85	5,713.38	5,694.85	5,694.86	5,728.53	5,694.86	5,694.79	5,727.58	5,694.79	5,694.86	5,728.70	88,955.90	(855.44)	100.97%
	Cash Balance	**57,459.54**	**68,952.51**	**65,680.68**	**62,326.39**	**62,835.38**	**61,170.25**	**61,391.60**	**60,520.65**	**57,628.99**	**54,049.69**	**55,412.87**	**57,380.26**	**51,909.77**			
09	**QCPUF**	Budgeted/Beginning	September	October	November	December	January	February	March	April	May	June	July	August	Year to Date	Balance	% Spent/Rec
	Expenditures	3,650,000.00	0.00	0.00	0.00	119,710.00	0.00	0.00	0.00	0.00	0.00	119,210.00	0.00	0.00	238,920.00	3,411,080.00	6.55%
	Receipts	706,000.00	139,258.75	12,979.26	119,343.98	11,697.74	52,813.70	17,696.51	27,278.14	49,036.75	272,560.67	22,519.01	9,331.98	28,891.35	763,407.84	(57,407.84)	108.13%
	Cash Balance	**3,239,501.42**	**3,378,760.17**	**3,391,739.43**	**3,511,083.41**	**3,403,071.15**	**3,455,884.85**	**3,473,581.36**	**3,500,859.50**	**3,549,896.25**	**3,822,456.92**	**3,725,765.93**	**3,735,097.91**	**3,763,989.26**			
05	**Activities**	Budgeted/Beginning	September	October	November	December	January	February	March	April	May	June	July	August	Year to Date	Balance	% Spent/Rec
	Expenditures	500,000.00	66,152.98	39,513.63	22,504.43	39,974.43	27,012.13	41,617.62	42,286.33	53,891.51	70,929.44	15,103.48	21,885.22	17,786.29	458,657.49	41,342.51	91.73%
	Receipts	141,832.35	30,292.05	43,886.57	73,502.89	43,965.07	40,254.55	38,127.54	33,105.10	51,502.92	36,521.71	27,615.06	12,751.27	58,878.35	490,403.08	(348,570.73)	345.76%
	Cash Balance	**358,167.65**	**322,306.72**	**326,679.66**	**377,678.12**	**381,668.76**	**394,911.18**	**391,421.10**	**382,239.87**	**379,851.28**	**345,443.55**	**357,955.13**	**348,821.18**	**389,913.24**			
06	**School Lunch**	Budgeted/Beginning	September	October	November	December	January	February	March	April	May	June	July	August	Year to Date	Balance	% Spent/Rec
	Expenditures	1,160,000.00	100,472.40	108,654.09	103,989.52	119,690.26	84,860.76	123,192.84	100,754.26	99,593.85	99,145.80	61,075.87	49,179.32	44,174.59	1,094,783.56	65,216.44	94.38%
	Receipts	1,006,315.36	95,006.52	130,138.60	130,974.65	129,232.43	109,838.56	118,591.75	111,647.27	105,658.63	113,603.19	76,582.10	13,381.01	23,721.70	1,158,376.41	(152,061.05)	115.11%
	Cash Balance	**153,684.64**	**148,218.76**	**169,703.27**	**196,688.40**	**206,230.57**	**231,208.37**	**226,607.28**	**237,500.29**	**243,565.07**	**258,022.46**	**273,528.69**	**237,730.38**	**217,277.49**			
07	**Bond**	Budgeted/Beginning	September	October	November	December	January	February	March	April	May	June	July	August	Year to Date	Balance	% Spent/Rec
	Expenditures	575,000.00	0.00	0.00	0.00	410,685.00	0.00	0.00	0.00	0.00	56,584.98	0.00	0.00	0.00	467,269.98	107,730.02	81.26%
	Receipts	500,000.00	137,002.68	10,035.50	4,811.33	8,849.20	49,836.98	14,954.27	24,421.93	45,723.84	157,397.41	20,994.07	5,830.05	25,497.19	505,354.45	(5,354.45)	101.07%
	Cash Balance	**606,597.96**	**743,600.64**	**753,636.14**	**758,447.47**	**356,611.67**	**406,448.65**	**421,402.92**	**445,824.85**	**491,548.69**	**592,361.12**	**613,355.19**	**619,185.24**	**644,682.43**			
08	**Special Building**	Budgeted/Beginning	September	October	November	December	January	February	March	April	May	June	July	August	Year to Date	Balance	% Spent/Rec
	Expenditures	1,075,000.00	35,674.42	511.72	5,470.64	26,402.44	3,184.25	54,351.02	2,666.00	29,510.40	32,230.21	6,693.75	83,779.13	20,296.85	300,770.83	774,229.17	27.98%
	Receipts	500,000.00	108,500.04	7,901.84	3,800.07	8,432.98	49,385.57	14,515.88	24,802.44	45,689.02	13,401,025.23	32,689.66	24,418.72	37,791.12	13,758,952.57	(13,258,952.57)	2751.79%
	Loan Balance to Gen. Fund	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	Outstanding		
	Loan Repayment from GF	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
	Cash Balance	**67,862.54**	**140,688.16**	**148,078.28**	**146,407.71**	**128,438.25**	**174,639.57**	**134,804.43**	**156,940.87**	**173,119.49**	**13,541,914.51**	**13,567,910.42**	**13,508,550.01**	**13,526,044.28**			
12	**Student Fees**	Budgeted/Beginning	September	October	November	December	January	February	March	April	May	June	July	August	Year to Date	Balance	% Spent/Rec
	Expenditures	50,000.00	308.56	1,910.75	11,737.67	1,115.00	1,373.00	308.00	803.95	143.97	2,557.50	109.00	1,902.00	0.00	22,269.40	27,730.60	44.54%
	Receipts	36,000.00	6,539.10	4,450.85	240.00	2,760.00	824.15	991.94	593.00	2,247.00	3,354.00	3,436.00	0.00	12,187.00	37,623.04	(1,623.04)	104.51%
	Cash Balance	**59,806.61**	**66,037.15**	**68,577.25**	**57,079.58**	**58,724.58**	**58,175.73**	**58,859.67**	**58,648.72**	**60,751.75**	**61,548.25**	**64,875.25**	**62,973.25**	**75,160.25**			
10	**Cooperative Fund**	Budgeted/Beginning	September	October	November	December	January	February	March	April	May	June	July	August	Year to Date	Balance	% Spent/Rec
	Expenditures	150,000.00	3,864.66	3,907.02	3,672.12	9,020.14	8,980.71	9,217.41	9,050.13	8,853.37	8,980.60	9,033.39	9,420.01	5,649.71	89,649.27	60,350.73	59.77%
	Receipts	75,000.00	0.00	3,695.99	3,439.74	33,410.10	5,971.14	6,820.22	0.00	3,410.12	33,410.11	6,938.01	0.00	3,410.11	100,505.54	(25,505.54)	134.01%
	Cash Balance	**7,219.60**	**3,354.94**	**3,143.91**	**2,911.53**	**27,301.49**	**24,291.92**	**21,894.73**	**12,844.60**	**7,401.35**	**31,830.86**	**29,735.48**	**20,315.47**	**18,075.87**			
	Cash Balance	Budgeted/Beginning	September	October	November	December	January	February	March	April	May	June	July	August	Year to Date	Balance	% Spent/Rec
	Cash Balance	**7,489,216.72**	**10,326,962.32**	**9,251,537.04**	**8,201,315.99**	**6,757,370.53**	**7,378,408.49**	**7,141,942.08**	**6,698,419.12**	**6,952,825.98**	**23,713,140.25**	**23,065,853.55**	**21,857,946.30**	**21,093,225.19**			

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MEMORANDUM ON LB 399

During this legislative session, Governor Ricketts signed LB 399 into law. LB 399 has been referred to as the "Americanism" bill because of its requirements regarding American history and civics instruction in the classroom. This memorandum outlines the bill's requirements and the timelines for school districts to incorporate these requirements.

THE "OLD" LAW

Under the "old"[1] law, every school board was required to appoint three members to a "committee on Americanism." This committee was required to undertake several steps, including reviewing the curriculum to ensure that students were taught about the American form of government. The "old" law included a very harsh consequence for districts that failed to meet all of the statute's requirements: both the board and the superintendent "shall be held directly responsible" for implementing the law, and the failure of a school district to abide by the law "shall be considered cause for removal."

THE "NEW" LAW

LB 399 becomes operative three months after the Legislature adjourns. The current belief is that the final day of the session will be May 31. Assuming that date holds, LB 399 will become operative in September. This means that the majority of LB 399's requirements will become effective during the 2019-2020 school year. As a result, school districts need to begin taking steps this summer to ensure that they will be in compliance with the law when the bill becomes law.

LB 399 imposes the following requirements that must be met:

1. Each calendar year, the Board must appoint three board members to the "Committee on American Civics."[2]

    a. The Committee on American Civics must meet at least twice per year. One meeting must include public testimony. The Committee is to keep minutes of each meeting showing the time and place of

[1] The reference to the "old" law is to the current Neb. Rev. Stat. § 79-724. The current version of Neb. Rev. Stat. § 79-724 will remain in effect until LB 399 becomes operative in September 2019.

[2] The school board of each school district shall, at the beginning of each calendar year, appoint from its members a committee of three, to be known as the committee on American civics . . . " LB 399, Sec. 1(1) (emphasis supplied). Note that the law specifically requires that "three" board members be appointed to the committee (and not "at least" three board members).

the meeting, which members were present or absent, and the substance and details of all matters discussed.

b. During the meetings, the Committee is to review the social studies curriculum to ensure that it aligns with NDE standards and LB 399's requirements. (A copy of the law with the curriculum requirements is attached to this memo.)

2. Students between eighth grade and twelfth grade must complete one of the following:

i. Administration of a written test that is identical to the entire civics portion of the naturalization test used by United States Citizenship and Immigration Services prior to the completion of eighth grade and again prior to the completion of twelfth grade with the individual score from each test for each student made available to a parent or guardian of such student; or

ii. Attendance or participation between the commencement of eighth grade and completion of twelfth grade in a meeting of a public body . . . followed by the completion of a project or paper in which each student demonstrates or discusses the personal learning experience of such student related to such attendance or participation; or

iii. Completion of a project or paper and a class presentation between the commencement of eighth grade and the completion of twelfth grade on a person or persons or an event commemorated by a holiday listed below.

3. For grade levels below sixth grade, at least one hour per week is to be devoted to exercises or teaching American history topics (including those listed in LB 399).

4. For grade levels between fifth grade and eighth grade, there must be time "set aside" for the teaching of American history (including those topics listed in LB 399).

5. In at least two courses in every high school, time shall be devoted to the teaching of civics and American history (as outlined in LB 399).

6. "Appropriate patriotic exercises" are to be held on George Washington's birthday, Abraham Lincoln's birthday, Dr. Martin Luther King, Jr.'s birthday, Native American Heritage Day, Constitution Day, Memorial Day, Veterans Day, and Thanksgiving Day, or on the day or week preceding or following such holiday, if the school is in session.

If the district does not comply with these requirements, the harsh consequence under the "old" law is not included in LB 399. Indeed, under the "new" law, there is no "penalty" for a superintendent or board who fails to implement the law's requirements. Instead, an employee who neglects to carry out the law's requirements *may* be cause for dismissal.

OVERALL

This bill includes a number of legal requirements—some new and others that were in place under the "old" bill. In any event, now is a good time for districts to plan and ensure that they are in compliance with the "new" law prior to the beginning of the 2019-2020 school year. Districts that currently have an Americanism committee (pursuant to the "old" law) should rename the committee to be the "Committee on American Civics." In order to help schools with the "new" requirements, we have attached a "checklist" for the Committee on American Civics to complete each year.

COMMITTEE ON AMERICAN CIVICS CHECKLIST

For the calendar year _____, the Board appointed the following three members to serve on the Committee on American Civics: _____, _____, and _____.

The Committee on American Civics met on the following dates: _____ and _____. *(At least two meetings per year are required.)* The Committee accepted public testimony on the following date: _____.

The Committee completed the following tasks *(check when completed)*:

____ Minutes of the Committee on American Civics' meetings have been kept and show the time and place of the meeting, which members were present or absent, and the substance and details of all matters discussed.

____ Confirmed the District's social studies curriculum is aligned with NDE standards.

____ Confirmed that the District's social studies curriculum stresses the required patriotic themes.

____ Confirmed that the District's social studies curriculum includes a requirement, in accordance with state law, that high school students (i) complete a written test; (ii) attend a public meeting; or (iii) present or write a paper on an appropriate topic.

____ Confirmed that the curriculum approved by the Committee is available for public inspection.

____ Confirmed that the District's social studies curriculum includes all required components, in accordance with state law and NDE standards, including (a) one hour per week of patriotic instruction for grade levels below sixth grade; (b) a set amount of time to teach American history for grade levels from fifth grade to eighth grade; and (c) at least two courses in high school that teach American civics.

____ Confirmed that the District will conduct appropriate patriotic exercises for the following holidays: George Washington's birthday, Abraham Lincoln's birthday, Dr. Martin Luther King, Jr.'s birthday, Native American Heritage Day, Constitution Day, Memorial Day, Veterans Day, and Thanksgiving Day.

R.R.S. Neb. § 79-724

Current through the 2019 regular session of the 106th Legislature First Session acts: LB 1, LB 2, LB 3, LB 8, LB 11, LB 12, LB 16, LB 25A, LB 31A, LB 32, LB 33, LB 33A, LB 42, LB 48, LB 49, LB 56, LB 59, LB 61, LB 63, LB 71, LB 75, LB 77, LB 78, LB 79, LB 80, LB 82, LB 87, LB 102, LB 103, LB 112A, LB 115, LB 117, LB 122, LB 124, LB125, LB 127, LB 139, LB 141, LB 145, LB 146, LB 160, LB 190, LB192, LB 192A, LB 194, LB 195, LB 196, LB 200, LB 212, LB 217, LB 222, LB 252, LB 258, LB 259, LB 264, LB 268, LB 269, LB 307, LB 318, LB 319, LB 320, LB 339, LB 340, LB 348, LB 354, LB 354A, LB 355, LB 359, LB 372, LB 384, LB 399, LB 409, LB 428, LB 430, LB443, LB 445, LB 463, LB514, LB 556A, LB 590, LB 603, LB 638, LB 660, LB 660A, LB 663, LB 669, and LB 698.

Revised Statutes of Nebraska Annotated > Chapter 79 Schools (Arts. 1 — 26) > Article 7 Accreditation, Curriculum, and Instruction (§§ 79-701 — 79-777) > (c) Curriculum and Instruction Requirements (§§ 79-705 — 79-728)

Notice

This section has more than one version with varying effective dates.

§ 79-724. American citizenship; committee on Americanism; created; duties; required instruction; patriotic exercises; duties of officers. [Effective September 7, 2019]

It is the responsibility of society to ensure that youth are given the opportunity to become competent, responsible, patriotic, and civil citizens to ensure a strong, stable, just, and prosperous America. Such a citizenry necessitates that every member thereof be knowledgeable of our nation's history, government, geography, and economic system. The youth in our state should be committed to the ideals and values of our country's democracy and the constitutional republic established by the people. Schools should help prepare our youth to make informed and reasoned decisions for the public good. Civic competence is necessary to sustain and improve our democratic way of life and must be taught in all public, private, denominational, and parochial schools. A central role of schools is to impart civic knowledge and skills that help our youth to see the relevance of a civic dimension for their lives. Students should be made fully aware of the liberties, opportunities, and advantages we possess and the sacrifices and struggles of those through whose efforts these benefits were gained. Since young people are most susceptible to the acceptance of principles and doctrines that will influence them throughout their lives, it is one of the first duties of our educational system to conduct its activities, choose its textbooks, and arrange its curriculum in such a way that the youth of our state have the opportunity to become competent, responsible, patriotic, and civil American citizens.

(1) The school board of each school district shall, at the beginning of each calendar year, appoint from its members a committee of three, to be known as the committee on American civics, which shall:

(a) Hold no fewer than two public meetings annually, at least one when public testimony is accepted;

(b) Keep minutes of each meeting showing the time and place of the meeting, which members were present or absent, and the substance and details of all matters discussed;

(c) Examine and ensure that the social studies curriculum used in the district is aligned with the social studies standards adopted pursuant to section 79-760.01 and teaches foundational knowledge in civics, history, economics, financial literacy, and geography;

(d) Review and approve the social studies curriculum to ensure that it stresses the services of the men and women who played a crucial role in the achievement of national independence, establishment of our constitutional government, and preservation of the union and includes the incorporation of multicultural education as set forth in sections 79-719 to 79-723 in order to instill a pride and respect for the nation's institutions and not be merely a recital of events and dates;

(e) Ensure that any curriculum recommended or approved by the committee on American civics is made readily accessible to the public and contains a reference to this section;

(f) Ensure that the district develops and utilizes formative, interim, and summative assessments to measure student mastery of the social studies standards adopted pursuant to section 79-760.01;

(g) Ensure that the social studies curriculum in the district incorporates one or more of the following for each student:

(i) Administration of a written test that is identical to the entire civics portion of the naturalization test used by United States Citizenship and Immigration Services prior to the completion of eighth grade and again prior to the completion of twelfth grade with the individual score from each test for each student made available to a parent or guardian of such student; or

(ii) Attendance or participation between the commencement of eighth grade and completion of twelfth grade in a meeting of a public body as defined by section 84-1409 followed by the completion of a project or paper in which each student demonstrates or discusses the personal learning experience of such student related to such attendance or participation; or

(iii) Completion of a project or paper and a class presentation between the commencement of eighth grade and the completion of twelfth grade on a person or persons or an event commemorated by a holiday listed in subdivision (6) of this section or on a topic related to such person or persons or event; and

(h) Take all such other steps as will assure the carrying out of the provisions of this section and provide a report to the school board regarding the committee's findings and recommendations.

(2) All social studies courses approved for grade levels as provided by this section shall include and adequately stress contributions of all ethnic groups to (a) the development and growth of America into a great nation, (b) art, music, education, medicine, literature, science, politics, and government, and (c) the military in all of this nation's wars.

(3) All grades of all public, private, denominational, and parochial schools, below the sixth grade, shall devote at least one hour per week to exercises or teaching periods for the following purpose:

(a) The discussion of noteworthy events pertaining to American history or the exceptional acts of individuals and groups of Americans;

(b) The historical background, memorization, and singing of patriotic songs such as the Star-Spangled Banner and America the Beautiful;

(c) The development of respect for the American flag as a symbol of freedom and the sacrifices of those who secured that freedom; and

(d) Instruction as to proper conduct in the presentation of the American flag.

(4) In at least two of the three grades from the fifth grade to the eighth grade in all public, private, denominational, and parochial schools, time shall be set aside for the teaching of American history from the social studies curriculum, which shall be taught in such a manner that all students are given the opportunity to (a) become competent, responsible, patriotic, and civil citizens who possess a deep

understanding of and respect for both the Constitution of the United States and the Constitution of Nebraska and (b) prepare to preserve, protect, and defend freedom and democracy in our nation and our world.

(5) In at least two courses in every high school, time shall be devoted to the teaching of civics and American history as outlined in the social studies standards adopted pursuant to section 79-760.01, during which specific attention shall be given to the following matters:

(a) The Declaration of Independence, the United States Constitution, the Constitution of Nebraska, and the structure and function of local government in this state;

(b) The benefits and advantages of representative government, the rights and responsibilities of citizenship in our government, and the dangers and fallacies of forms of government that restrict individual freedoms or possess antidemocratic ideals such as, but not limited to, Nazism and communism;

(c) The duties of citizenship, which include active participation in the improvement of a citizen's community, state, country, and world and the value and practice of civil discourse between opposing interests; and

(d) The application of knowledge in civics, history, economics, financial literacy, and geography to address societal issues.

(6) Appropriate patriotic exercises suitable to the occasion shall be held under the direction of the superintendent in every public, private, denominational, and parochial school on George Washington's birthday, Abraham Lincoln's birthday, Dr. Martin Luther King, Jr.'s birthday, Native American Heritage Day, Constitution Day, Memorial Day, Veterans Day, and Thanksgiving Day, or on the day or week preceding or following such holiday, if the school is in session.

(7) Every school board, the State Board of Education, and the superintendent of each school district in the state shall be held directly responsible in the order named for carrying out this section. Neglect thereof by any employee may be considered a cause for dismissal.

History

Laws 1949, c. 256, § 19, p. 697; Laws 1969, c. 705, § 1, p. 2705; Laws 1971, LB 292, § 3; R.S.1943, (1994), § 79-213; Laws 1996, LB 900, § 398; Laws 1999, LB 272, § 86; Laws 2011, LB 544, § 1; Laws 2019, LB 399, § 1.

Revised Statutes of Nebraska Annotated
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EQUAL EDUCATIONAL OPPORTUNITY

The board requires all persons, agencies, vendors, contractors and other persons and organizations doing business with or performing services for the school district to subscribe to all applicable federal and state laws, executive orders, rules and regulations pertaining to contract compliance and equal opportunity.

The district does not discriminate on the basis of race, color, religion, national origin, sex, disability, or marital status, sexual orientation or gender identity in its programs and activities and provides equal access to the Boy Scouts and other designated youth groups. The following person has been designated to handle inquiries regarding the non-discrimination policies:
Name and/or Title: _____
Address: _____
Telephone No.: _____

The board affirms the right of all students and staff to be treated with respect and to be protected from intimidation, discrimination, physical harm and harassment. Harassment or discriminatory behavior that denies civil rights or access to equal educational opportunities includes comments, name-calling, physical conduct or other expressive behavior directed at an individual or group that intentionally demeans the race, color, national origin, sex, disability, age or marital status of the individual or individuals or creates an intimidating, hostile or demeaning environment for education.

Legal Reference:
Neb. Statute 79-2,114-2,124
20 U.S.C. §§ 1221 et seq.
20 U.S.C. §§ 1681 et seq.
20 U.S.C. §§ 1701 -1721
29 U.S. C. § 794
42 U.S.C. §§ 12101 et seq.
28 C.F.R. Pt. 35.1
34 C.F.R. Pt. 100
34 C.F.R. Pt. 104
34 C.F.R. Pt. 106

Cross Reference
102 Educational Philosophy of the District
402.01 Equal Employment Opportunity
404.06 Harassment by Employees
501 Objectives for Equal Educational Opportunities for Students
504.18 Harassment by Students

Approved _____ Reviewed _____ Revised _____

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28 C.F.R. Pt. 35.1
34 C.F.R. Pt. 100
34 C.F.R. Pt. 104
34 C.F.R. Pt. 106

Cross Reference
102 Educational Philosophy of the District
402.01 Equal Employment Opportunity
404.06 Harassment by Employees
501 Objectives for Equal Educational Opportunities for Students
504.18 Harassment by Students

Approved _____ Reviewed _____ Revised _____

EDUCATIONAL AND OPERATIONAL PLANNING

At least every 5 years the board shall conduct an in-depth needs assessment, soliciting information from administrators, employees, parents, students and community members, regarding their expectations for adequate student preparation. A systematic on-going process guides planning, implementation, and evaluation and renewal of continuous school improvement activities to meet local and statewide goals and priorities. The school improvement process focuses on improving student learning. A The school system develops and implements a continuous school improvement process to promote quality learning for all students. This process includes procedures and strategies to address quality learning, equity, and accountability.

In all school systems, the continuous school improvement process includes the following activities at least once within each five years:

1. Review and update of the mission and vision statements.
2. Collection and analysis of data about student performance, demographics, learning climate, and former high school students.
3. Selection of improvement goals. At least one goal is directed toward improving student academic achievement.
4. Development and implementation of an improvement plan which includes procedures, strategies, actions to achieve goals, and an aligned professional development plan.
5. Evaluation of progress toward improvement goals.

The school improvement process includes a visitation by a team of external representatives to review progress and provide written recommendations. A copy of the school system's improvement plan and the written recommendations of the external representatives are provided to the Department. The external team visits are conducted at least once each five years.

Legal Reference: Neb. Statute 79-526
79-701, 702
79-729
79-1301
NDE Rule 10-009

Cross Reference 201.01 Board Powers and Responsibilities
203.06 Board Committees
604.01 Basic Instruction Program
1002.00 District Annual Report

Approved _____ Reviewed _____ Revised _____

EDUCATIONAL AND OPERATIONAL PLANNING

At least every 5 years the board shall conduct an in-depth needs assessment, soliciting information from administrators, employees, parents, students~~business~~ and community members, regarding their expectations for adequate student preparation. A systematic on-going process guides planning, implementation, and evaluation and renewal ~~One purpose~~ of continuous school improvement activities to meet local and statewide goals and priorities. The school improvement process focuses on improving student learning. A The school system develops and implements a continuous school improvement process to promote quality learning for all students. This process includes procedures and strategies to address quality learning, equity, and accountability.

~~this assessment is to assist~~

In all school systems, the continuous school improvement process includes ~~board in developing and evaluating a statement of philosophy for~~ the following activities at least once within each five years:

1. Review and update of ~~school district. The second purpose of this assessment is to determine~~ the mission and vision statements.
2. Collection and analysis of data about ~~areas of~~ student performance, demographics, learning climate~~knowledge~~, and former high school students.
3. Selection of improvement goals. At least one goal is directed toward improving student academic achievement.

Development~~attitudes~~ and implementation~~the areas~~ of an improvement plan which includes procedures, strategies, actions to achieve goals, and an aligned professional development plan~~school district operations that are judged to be most crucial in meeting school or school district goals. As part of its assessment, the board shall develop a process for communicating with business and the community regarding their expectations for adequate student preparation. The statement of philosophy shall describe the board's beliefs about topics which shall include the nature of learning, the purpose of the school district, the scope of educational experiences that the school district should provide, the nature of its learners and a description of a desirable learning atmosphere~~.

4. ~~In~~ Evaluation~~conjunction with the in-depth needs assessment~~ of progress toward improvement goals.

the school improvement process includes a visitation by a team~~district, the board shall authorize the appointment~~ of external representatives~~a committee representing administrators, employees, parents, students and community members,~~ to review progress and provide written~~make~~ recommendations. A copy ~~and assist the board in determining the priorities~~ of the school system's improvement plan and the written recommendations~~district in addition to the basic skills areas~~ of the external representatives are provided to the Department. The external team visits are conducted at least once each five years~~education program~~.

~~It shall be the responsibility of the superintendent to ensure the school district community is informed of the board's policies, programs and goals and has an opportunity to express their thoughts and suggestions for the operation of the school district. The superintendent~~

~~shall report annually to the board about the means used to keep the community informed. All references to "superintendent" in this policy manual shall mean the "superintendent or the superintendent's designee" unless otherwise stated in the board policy.~~

~~As a result of the board and committee's work, the board shall determine major educational needs and rank them in priority order; develop long-range goals and plans to meet the needs; establish and implement short-range and intermediate-range plans to meet the goals and to attain the desired levels of student performance; evaluate progress toward meeting the goals and maintain a record of progress under the plan that includes reports of student performance and results of school improvement projects; and annually report the school district's progress made under the plan to the committee, community and Nebraska Department of Education.~~

Legal Reference: Neb. Statute 79-526
79-701, 702
79-729
79-1301
NDE Rule 10-009~~004.01A1~~

Cross Reference 201.01 Board Powers and Responsibilities
~~10-004.02A1~~
~~10-004.07~~
203.06 Board Committees
604.01 Basic Instruction Program
1002.00 District Annual Report

Approved _____ Reviewed _____ Revised _____

~~Cross Reference 102 Educational Philosophy of the District~~
~~201.01 Board Powers and Responsibilities~~
~~203.06 Board Committees~~
~~301.03 Succession of Authority to the Superintendent~~
~~604.01 Basic Instruction Program~~
~~902.01 Buildings and Sites Long Range Planning~~

SPECIAL BOARD MEETINGS

Special meetings may be called by the superintendent, the president of the board or any two board members. Should a special meeting be called, public notice shall be given and the meeting shall be conducted in accordance with the open meetings laws.

If the special meeting called is an emergency meeting and the board cannot give public notice in its usual manner, the board shall give public notice of the meeting as soon as practical and possible in light of the situation. The reason for the emergency meeting and why notice in its usual manner could not be given shall be stated in the minutes. Minutes of the emergency meeting must be made available to the public by no later than the end of the next regular business day.

Only the purpose or issue for which the emergency meeting was called may be discussed and decided in the emergency meeting. The board shall strictly adhere to the agenda for the emergency meeting and action on other issues shall be reserved for the next regular or special board meeting. Emergency meetings may be held by means of electronic or telecommunication equipment

Legal Reference: Neb. Statute 79-554
79-555
84-712
84-1408 to 1414

Approved _____ Reviewed _____ Revised _____

MEETING NOTICE

Reasonable advance public notice shall be given for meetings and work sessions held by the board in a local newspaper designated and recorded in the board minutes and, if available, on the newspaper's web site. The board may also, but is not required to, post notice of the meeting in public places throughout the district. Public notice shall indicate the meeting's time, place and date, and shall include a statement that the agenda shall be readily available for public inspection at the district office. Agenda items shall be sufficiently descriptive to give the public reasonable notice of the matters to be considered at the meeting and a copy kept readily available for public inspection at the principle office of the district. Except for items of an emergency nature the agenda shall not be altered later than 24 hours before the meeting.

A copy of the public notice will be provided to those who have filed a request for notice with the superintendent. These requests for notice must be in writing. A copy of the public notice will also be accessible to employees and students.

In the case of special meetings, public notice shall be given in the same manner as for a regular meeting unless it is an emergency meeting. Public notice of emergency meetings shall be given as soon as practical and possible in light of the situation. Reasonable efforts shall be made to notify news media who have requested notification of meetings.

It shall be the responsibility of the superintendent to give public notice of board meetings and work sessions. The superintendent shall maintain a list of the news media requesting notification of meetings and shall make reasonable efforts to provide advance notification of the time and place of each meeting and the subjects to be discussed.

Legal Reference: Neb. Statute 84-1408 to 1414
79-554
79-560
79-561

Approved _____ Reviewed _____ Revised _____

MEETING NOTICE

Reasonable advance public notice shall be given for meetings and work sessions held by the board in~~by~~ a local newspaper~~method~~ designated and recorded in the board minutes and, if available, on the newspaper's web site. The board may also, but is not required to, post notice of the meeting in public places throughout the district. Public notice shall indicate the meeting's time, place and date, and shall include a statement that the agenda shall be readily available for public inspection at the district office. Agenda items shall be sufficiently descriptive to give the public reasonable notice of the matters to be considered at the meeting and a copy kept readily available for public inspection at the principle office of the district. Except for items of an emergency nature the agenda shall not be altered later than 24 hours before the meeting. ~~The usual method of giving advance notice of meetings shall be posting of the notice in at least three public places throughout the district. The board may also, but is not required to, publish notice of its meeting in a local newspaper.~~

A copy of the public notice will be provided to those who have filed a request for notice with the superintendent. These requests for notice must be in writing. A copy of the public notice will also be accessible to employees and students.

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Legal Reference: Neb. Statute 84-1408 to 1414
79-554
79-560
79-561

Approved _____ Reviewed _____ Revised _____

MEETING MINUTES

The board shall keep and maintain permanent records of the board including, but not limited to, records of the minutes of board meetings, documentation received or disclosed in open session of the meetings, and other required records of the board. The minutes may be kept as an electronic record.

It shall be the responsibility of the board secretary to keep the minutes of the board meetings. The minutes of each board meeting shall record when and where the meeting notice was published. They shall also include as a minimum the following items: a record of the date, time, place, members present, action taken and the vote of each member, and the schedule of bills allowed shall be attached. In addition, they shall include all required information regarding any closed sessions as stated in policy 204.06. This information shall be available within 10 days of the board meeting or prior to the next convened meeting, if earlier. Minutes shall be forwarded to the newspaper designated as the official newspaper for publication. The schedule of bills allowed may be published on a once monthly basis in lieu of publication with the minutes. The permanent records of the board minutes may include more detail than is required for the publication of the minutes.

Minutes awaiting approval at the next board meeting will be available for inspection at the central office of the district after the office transcribes the notes into a document which has been proofread for errors and corrected.

Legal Reference: Neb. Statute 79-577
79-580
84-712
84-1408 to 1414

Cross Reference:
203 Organization of the School Board
1003 Public Examination of District Records
1004 Press, Radio and Television News Media

Approved _____ Reviewed _____ Revised _____

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Legal Reference: Neb. Statute 79-577
79-580
84-712
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Cross Reference: 1003 Public Examination of District Records
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Approved _____ Reviewed _____ Revised _____

EQUAL OPPORTUNITY EMPLOYMENT

The _____ School District shall provide equal opportunity to employees and applicants for employment in accordance with applicable equal employment opportunity and non-discrimination laws, directives and regulations of federal, state and local governing bodies. Opportunity to all employees and applicants for employment includes hiring, placement, promotion, transfer or demotion, recruitment, advertising or solicitation for employment, treatment during employment, rates of pay or other forms of compensation, and layoff or termination. Employees will support and comply with the district's established equal employment opportunity and non-discrimination policies. Employees shall be given notice of this policy annually. The board shall appoint an employee to serve as non-discrimination compliance coordinator.

Individuals who file an application with the school district will be given consideration for employment if they meet or exceed the qualifications set by the board, administration, and Nebraska Department of Education for the position for which they apply. In employing individuals, the district will not discriminate in any aspect of employment with regard to race, color, religion, national or ethnic origin, sex, disability, age, marital status, genetic background, veteran status, pregnancy, childbirth or related medical condition, or sexual orientation or gender identity.

Advertisements and notices for vacancies within the district shall contain the following statement: "The _____ School District is an equal opportunity employer (EOE)." The statement shall also appear on application forms.

Inquiries by employees or applicants for employment regarding compliance with equal employment opportunity and non-discrimination laws and policies, including but not limited to complaints of discrimination, shall be directed to:
Name and/or Title: _____
Address: _____
Telephone No.: _____

Inquiries by employees or applicants for employment regarding compliance with equal employment opportunity and non-discrimination laws and policies, including but not limited to complaints of discrimination, may also be directed in writing to the Director of the Kansas Office of Civil Rights, U.S. Department of Education, One Petticoat Lane, 1010 Walnut Street, Suite 320, Kansas City, MO 64106, (816) 268-0550, the Nebraska Equal Opportunity Commission, State Office Building, 301 Centennial Mall South, 5th floor, P.O. Box 94394, Lincoln, NE 68509-4934, (402) 471-2024 or (800) 642-6112 or by email to OCR.KansasCity@ed.gov.

This inquiry or complaint to the federal office may be done instead of, or in addition to, an inquiry or complaint at the local level.

Approved _____ Reviewed _____ Revised _____

Further information and procedures for filing a complaint are available at the website of the Nebraska Equal Opportunity Commission, http://www.neoc.ne.gov/comp/comp.htm.

Legal Reference:
29 U.S.C. §§ 621-634 (1994).
42 U.S.C. §§ 2000e et seq. (1994).
42 U.S.C. §§ 12101 et seq. (1994).
Neb. Statute 48-1101 et seq. (Nebr. Fair Employment Practice Act)

Cross Reference:
103 Equal Educational Opportunity
404.06 Harassment by Employees
406.02 Certificated Employee Qualifications, Recruitment and Selection
412.02 Support Staff Qualifications, Recruitment and Selection

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Cross Reference:
103 Equal Educational Opportunity
404.06 Harassment by Employees
406.02 Certificated Employee Qualifications, Recruitment and Selection
412.02 Support Staff Qualifications, Recruitment and Selection

HARASSMENT BY EMPLOYEES

Harassment of employees, students, volunteers or visitors will not be tolerated in the school district. School district includes school district facilities, school district property, or property within the jurisdiction of the school district; while on school-owned or school-operated transportation; while attending or engaged in school activities; and while away from school grounds if the misconduct directly affects the good order, efficient management and welfare of the district.

Harassment includes, but is not limited to, race, religion, national or ethnic origin, color, marital status, disability, sex, veteran status, age, pregnancy, childbirth or related medical condition, sexual orientation or gender identity, or other prohibited status. Harassment by board members, administrators, employees, parents, vendors, and others doing business with the school district is prohibited. Employees whose behavior is alleged to be in violation of this policy will be subject to the investigation procedure which may result in discipline, up to and including, discharge or other appropriate action. Other individuals whose behavior is alleged to be in violation of this policy will be subject to appropriate sanctions as determined and imposed by the superintendent or board.

Sexual harassment shall include, but not be limited to, unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature when:

- submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment, education, or participation in school programs or activities;
- submission to or rejection of such conduct by an individual is used as the basis for decisions affecting such individual's employment or education; or
- such conduct has the purpose or effect of unreasonably interfering with an individual's work or educational performance or creating an intimidating, hostile, or offensive working or learning environment.

Sexual harassment as set out above, may include, but is not limited to the following:

- verbal or written harassment or abuse, or unwelcome communication implying sexual motives or intentions;
- pressure for sexual activity; repeated remarks to a person with sexual or demeaning implications;
- unwelcome touching;
- unwelcome and offensive public sexual display of affection;
- suggesting or demanding sexual involvement, accompanied by implied or explicit threats concerning one's job, promotions, recommendations, etc.

Harassment on the basis of race, religion, national or ethnic origin, color, marital status,

disability, sex, veteran status, age, pregnancy, childbirth or related medical condition, or other prohibited status means conduct of a verbal or physical nature that is designed to embarrass, distress, agitate, disturb or trouble individuals when:

- submission to such conduct is made either explicitly or implicitly a term or condition of a student's education or of an individual's participation in school programs, activities or employment;
- submission to or rejection of such conduct by an individual is used as the basis for decisions affecting the individual; or
- such conduct has the purpose or effect of unreasonably interfering with an individual's performance or
- creating an intimidating, offensive or hostile learning or work environment.

Harassment as set forth above may include, but is not limited to the following:

- verbal, physical or written harassment or abuse;
- repeated remarks of a demeaning nature;
- implied or explicit threats concerning one's grades, achievements, etc.;
- demeaning jokes, stories, or activities directed at an individual.

Employees, students, volunteers or visitors who believe they have suffered harassment shall report such matters to the investigator for harassment complaints. However, claims regarding harassment may also be reported to the alternate investigator for harassment complaints.

Upon receiving a complaint, the investigator shall confer with the complainant to obtain an understanding and a statement of the facts. It shall be the responsibility of the investigator to promptly and reasonably investigate claims of harassment and to pass the findings on to the superintendent who shall complete such further investigation as deemed necessary and take such final action as appropriate. It is the intention of the district to complete its investigation within ten (10) working days after receiving a complaint unless extenuating circumstances such as unavailability of a witness or needing additional time because of the complexity of the investigation or the need to involve outside experts. The extended timeframe for investigation due to extenuating circumstances shall not exceed ten (10) days without the consent of the complainant, unless the alleged victim agrees to a longer time limit. Information regarding an investigation of harassment shall be confidential to the extent possible, and those individuals who are involved in the investigation shall not discuss information regarding the complaint outside the investigation process.

No one shall retaliate against an employee or student because they have filed a harassment complaint, assisted or participated in a harassment investigation, proceeding, or hearing regarding a harassment charge or because they have opposed language or conduct that violates this policy. This policy should be used when an employee is the alleged harasser or the alleged victim. It is strongly recommended the investigator and alternate investigator be of opposite sexes.

It shall also be the responsibility of the superintendent, in conjunction with the investigator and principals, to develop administrative rules regarding this policy. The superintendent or superintendent's designee shall also be responsible for organizing training programs to educate employees, students and others involved with the school district about harassment and the school district's policy prohibiting harassment. The training shall include how to recognize harassment and what to do in case an individual is harassed. The employee training will be documented in personnel files to ensure a record of training for each employee.

Legal Reference: 42 U.S.C. §§ 2000e et seq. (1994).
29 C.F.R. Pt. 1604.11 (1996).

Cross Reference:
103 Equal Educational Opportunity
402.01 Equal Opportunity Employment
402.05 Employee Grievances
403.03 Abuse of Students by School District Employees
405 Employee Conduct and Appearance
504.18 Harassment By Students
505 Student Discipline

HARASSMENT BY EMPLOYEES

Harassment of employees, students, volunteers or visitors will not be tolerated in the school district. School district includes school district facilities, school district property, or property within the jurisdiction of the school district; while on school-owned or school-operated transportation; while attending or engaged in school activities; and while away from school grounds if the misconduct directly affects the good order, efficient management and welfare of the district.

Harassment includes, but is not limited to, race, religion, national or ethnic origin, color, marital status, disability, sex, veteran status, age, pregnancy, childbirth or related medical condition, sexual orientation or gender identity, or other prohibited status. Harassment by board members, administrators, employees, parents, vendors, and others doing business with the school district is prohibited. Employees whose behavior is alleged to be in violation of this policy will be subject to the investigation procedure which may result in discipline, up to and including, discharge or other appropriate action. Other individuals whose behavior is alleged to be in violation of this policy will be subject to appropriate sanctions as determined and imposed by the superintendent or board.

Sexual harassment shall include, but not be limited to, unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature when:

- submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment, education, or participation in school programs or activities;
- submission to or rejection of such conduct by an individual is used as the basis for decisions affecting such individual's employment or education; or
- such conduct has the purpose or effect of unreasonably interfering with an individual's work or educational performance or creating an intimidating, hostile, or offensive working or learning environment.

Sexual harassment as set out above, may include, but is not limited to the following:

- verbal or written harassment or abuse, or unwelcome communication implying sexual motives or intentions;
- pressure for sexual activity; repeated remarks to a person with sexual or demeaning implications;
- unwelcome touching;
- unwelcome and offensive public sexual display of affection;
- suggesting or demanding sexual involvement, accompanied by implied or explicit threats concerning one's job, promotions, recommendations, etc.

Harassment on the basis of race, religion, national or ethnic origin, color, marital status,

disability, sex, veteran status, age, pregnancy, childbirth or related medical condition, or other prohibited status means conduct of a verbal or physical nature that is designed to embarrass, distress, agitate, disturb or trouble individuals when:

- submission to such conduct is made either explicitly or implicitly a term or condition of a student's education or of an individual's participation in school programs, activities or employment;
- submission to or rejection of such conduct by an individual is used as the basis for decisions affecting the individual; or
- such conduct has the purpose or effect of unreasonably interfering with an individual's performance or
- creating an intimidating, offensive or hostile learning or work environment.

Harassment as set forth above may include, but is not limited to the following:

- verbal, physical or written harassment or abuse;
- repeated remarks of a demeaning nature;
- implied or explicit threats concerning one's grades, achievements, etc.;
- demeaning jokes, stories, or activities directed at an individual.

Employees, students, volunteers or visitors who believe they have suffered harassment shall report such matters to the investigator for harassment complaints. However, claims regarding harassment may also be reported to the alternate investigator for harassment complaints.

Upon receiving a complaint, the investigator shall confer with the complainant to obtain an understanding and a statement of the facts. It shall be the responsibility of the investigator to promptly and reasonably investigate claims of harassment and to pass the findings on to the superintendent who shall complete such further investigation as deemed necessary and take such final action as appropriate. It is the intention of the district to complete its investigation within ten (10) working days after receiving a complaint unless extenuating circumstances such as unavailability of a witness or needing additional time because of the complexity of the investigation or the need to involve outside experts. The extended timeframe for investigation due to extenuating circumstances shall not exceed ten (10) days without the consent of the complainant, unless the alleged victim agrees to a longer time limit. Information regarding an investigation of harassment shall be confidential to the extent possible, and those individuals who are involved in the investigation shall not discuss information regarding the complaint outside the investigation process.

No one shall retaliate against an employee or student because they have filed a harassment complaint, assisted or participated in a harassment investigation, proceeding, or hearing regarding a harassment charge or because they have opposed language or conduct that violates this policy. This policy should be used when an employee is the alleged harasser or the alleged victim. It is strongly recommended the investigator and alternate investigator be of opposite sexes.

It shall also be the responsibility of the superintendent, in conjunction with the investigator and principals, to develop administrative rules regarding this policy. The superintendent or superintendent's designee shall also be responsible for organizing training programs to educate employees, students and others involved with the school district about harassment and the school district's policy prohibiting harassment. The training shall include how to recognize harassment and what to do in case an individual is harassed. The employee training will be documented in personnel files to ensure a record of training for each employee.

Legal Reference: 42 U.S.C. §§ 2000e et seq. (1994).
29 C.F.R. Pt. 1604.11 (1996).

Cross Reference:
103 Equal Educational Opportunity
402.01 Equal Opportunity Employment
402.05 Employee Grievances
403.03 Abuse of Students by School District Employees
405 Employee Conduct and Appearance
504.18 Harassment By Students
505 Student Discipline

OBJECTIVES FOR EQUAL EDUCATIONAL OPPORTUNITIES FOR STUDENTS

This section of the board policy manual is devoted to the board's goals and objectives for assisting the students of the school district in obtaining an education. Each student shall have an opportunity to obtain an education in compliance with the policies in this series. It is the goal of the board to develop a healthy social, intellectual, emotional, and physical self-concept in the students enrolled in the school district. Each student attending school will have the opportunity to use it and its education program and services as a means for self-improvement and individual growth. In so doing, the students are expected to conduct themselves in a manner that assures each student the same opportunity.

The board supports the delivery of the education program and services to students free of discrimination on the basis of race, color, national origin, sex, disability, religion or marital status, sexual orientation or gender identity and provides equal access to the Boy Scouts and other designated youth groups. This concept of equal educational opportunity serves as a guide for the board and employees in making decisions relating to school district facilities, employment, selection of educational materials, equipment, curriculum, and regulations affecting students.

Board policies, rules and regulations affect students while they are on school district property or on property within the jurisdiction of the school district; while on school owned, operated, or chartered transportation; while attending or engaged in school activities; and while away from school grounds if misconduct will directly affect the good order, efficient management and educational processes of the school district.

This section of the board policy refers to the term "parents" in many of the policies. The term parents for purposes of this policy manual shall mean the legal parents. It shall also mean the legal guardian or custodian of a student and students who have reached the age of majority or are otherwise considered an adult by law.

Inquiries by students regarding compliance with equal educational opportunity laws and policies, including but not limited to complaints of discrimination, shall be directed to the superintendent or his or her designee.

Inquiries may also be directed in writing to the Director of the Kansas Office of Civil Rights, U.S. Department of Education, One Petticoat Lane, 1010 Walnut Street, Suite 320, Kansas City, MO 64106, (816) 268-0550, the Nebraska Equal Opportunity Commission, State Office Building, 301 Centennial Mall South, 5th floor, P.O. Box 94394, Lincoln, NE 68509-4934, (402) 471-2024 or (800) 642-6112 or by email to OCR.KansasCity@ed.gov. This inquiry or complaint to the federal or state office may be done instead of, or in addition to, an inquiry or complaint at the local level.

Further information and copies of the procedures for filing a complaint are available in

the school district's central administrative office and the administrative office in each attendance center.

Legal Reference:
Sect. 504 of the Rehabilitation Act of 1973
20 U.S.C. §1681 et seq. (1994)
34 C.F.R. §104 et seq.
34 C.F.R. §160 et seq.
Neb. Statute 79-2,114 et seq. (Neb. Equal Opportunity in Education Act).

Cross Reference:
100 District Organization and Basic Commitments

OBJECTIVES FOR EQUAL EDUCATIONAL OPPORTUNITIES FOR STUDENTS

This section of the board policy manual is devoted to the board's goals and objectives for assisting the students of the school district in obtaining an education. Each student shall have an opportunity to obtain an education in compliance with the policies in this series. It is the goal of the board to develop a healthy social, intellectual, emotional, and physical self-concept in the students enrolled in the school district. Each student attending school will have the opportunity to use it and its education program and services as a means for self-improvement and individual growth. In so doing, the students are expected to conduct themselves in a manner that assures each student the same opportunity.

The board supports the delivery of the education program and services to students free of discrimination on the basis of race, color, national origin, sex, disability, religion or marital status, sexual orientation or gender identity and provides equal access to the Boy Scouts and other designated youth groups. This concept of equal educational opportunity serves as a guide for the board and employees in making decisions relating to school district facilities, employment, selection of educational materials, equipment, curriculum, and regulations affecting students.

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Further information and copies of the procedures for filing a complaint are available in

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Legal Reference:
Sect. 504 of the Rehabilitation Act of 1973
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34 C.F.R. §160 et seq.
Neb. Statute 79-2,114 et seq. (Neb. Equal Opportunity in Education Act).

Cross Reference:
100 District Organization and Basic Commitments

EDUCATIONAL EQUITY

The District is committed to equity and excellence for all students. Educational equity is defined as providing all students, regardless of socioeconomic status, race, ethnicity, language, religion, sex, gender, orientation, cognitive/physical ability, or mobility the high-quality instruction and support needed to reach and exceed state educational standards.

The district will identify and address any disparities that result in low-income students and minority students being taught at higher rates than other students by ineffective, inexperienced, or out-of-field teachers.

To achieve educational equity, the District will commit to:
1. using district-wide and individual school-level data disaggregated, when appropriate, by socioeconomic status, race/ethnicity, national origin, language, special education, and mobility, to inform district decision making;
2. working to raise the achievement of all students; and
3. graduating all students ready to succeed.

In order to reach the goal of educational equity for each and every student, the District shall monitor students' progress in meeting the state academic standards by:
1. developing and implementing a well-rounded program of instruction to meet the academic needs of all students;
2. identifying students who may be at risk for academic failure;
3. supporting efforts to reduce the overuse of discipline practices that remove students from the classroom;
4. providing additional educational assistance to individual students the District determines need help in meeting the state academic standards; and
5. identifying and implementing instructional and other strategies intended to strengthen academic programs and improve school conditions for student learning.

The District will provide organized, system-wide means of incorporating educational equity into its educational program by:
1. Providing every student with access to high quality curriculum, support, and other educational resources;
2. Providing multiple pathways to success in order to meet the needs of the entire student body and actively encourage, support, and expect high academic achievement for each student;
3. Working to create schools with a safe, supportive and inclusive environment; and
4. Seeking to promote educational equity as a priority in professional development.

The Superintendent will include equity practices leading to specific goals and strategies

Approved _____ Reviewed _____ Revised _____

in the District's school improvement plan. The Superintendent will periodically report to the Board on progress in the implementation of this policy.

Legal Reference: 20 U.S.C. §6312

HARASSMENT BY STUDENTS

Harassment of students, staff or visitors by other students will not be tolerated in the school district. This policy is in effect while students are on school grounds, school district property, or on property within the jurisdiction of the school district; while on school-owned and/or school-operated transportation; while attending or engaged in school activities; and while away from school grounds if the misconduct directly affects the good order, efficient management and welfare of the school district.

Harassment includes, but is not limited to, race, religion, national or ethnic origin, color, marital status, disability, sex, veteran status, age, pregnancy, childbirth or related medical condition, sexual orientation or gender identity, or other prohibited status. Harassment by board members, administrators, employees, parents, vendors, and others doing business with the school district is prohibited. Students whose behavior is found to be in violation of this policy will be subject to the investigation procedure which may result in discipline, up to and including, suspension and expulsion.

Sexual harassment means unwelcome sexual advances, requests for sexual favors and other verbal or physical conduct of a sexual nature when:

- submission to such conduct is made either explicitly or implicitly a term or condition of a student's education or of an individual's participation in school programs or activities;
- submission to or rejection of such conduct by a student is used as the basis for decisions affecting the student; or
- such conduct has the purpose or effect of unreasonably interfering with an individual's performance or creating an intimidating, offensive or hostile learning or work environment.

Sexual harassment as set out above, may include, but is not limited to the following:

- verbal or written harassment or abuse, or unwelcome communication implying sexual motives or intentions;
- pressure for sexual activity; repeated remarks to a person with sexual or demeaning implications;
- unwelcome touching;
- unwelcome and offensive public sexual display of affection;
- suggesting or demanding sexual involvement, accompanied by implied or explicit threats concerning one's grades, achievements, etc.

Harassment on the basis of race, religion, national or ethnic origin, color, marital status, disability, sex, veteran status, age, pregnancy, childbirth or related medical condition, or

other prohibited status means conduct of a verbal or physical nature that is designed to embarrass, distress, agitate, disturb or trouble individuals when:

- submission to such conduct is made either explicitly or implicitly a term or condition of a student's education or of an individual's participation in school programs or activities;
- submission to or rejection of such conduct by a student is used as the basis for decisions affecting the student; or
- such conduct has the purpose or effect of unreasonably interfering with an individual's performance or
- creating an intimidating, offensive or hostile learning or work environment.

Harassment as set forth above may include, but is not limited to the following:

- verbal, physical or written harassment or abuse;
- repeated remarks of a demeaning nature;
- implied or explicit threats concerning one's grades, achievements, etc.;
- demeaning jokes, stories, or activities directed at an individual.

The district will promptly and reasonably investigate allegations of harassment. The building principal will be responsible for handling all complaints by students alleging harassment.

Upon receiving a complaint, the investigator shall confer with the complainant to obtain an understanding and a statement of the facts. It shall be the responsibility of the investigator to promptly and reasonably investigate claims of harassment and to pass the findings on to the superintendent who shall complete such further investigation as deemed necessary and take such final action as appropriate. It is the intention of the district to complete its investigation within ten (10) working days after receiving a complaint unless extenuating circumstances such as unavailability of a witness or needing additional time because of the complexity of the investigation or the need to involve outside experts. The extended timeframe for investigation due to extenuating circumstances shall not exceed ten (10) days without the consent of the complainant, unless the alleged victim agrees to a longer time limit. Information regarding an investigation of harassment shall be confidential to the extent possible, and those individuals who are involved in the investigation shall not discuss information regarding the complaint outside the investigation process.

Retaliation against an individual because the individual has filed a harassment complaint or assisted or participated in a harassment investigation or proceeding is also prohibited. A student who is found to have retaliated against an individual in violation of this policy will be subject to discipline, up to and including, suspension and expulsion.

It shall also be the responsibility of the superintendent, in conjunction with the investigator and principals, to develop administrative rules regarding this policy. These rules will be printed and distributed to students and parents in the student handbook. The

superintendent shall also be responsible for organizing training programs for students and employees. The training shall include how to recognize harassment and what to do in case an individual is harassed. The employee training will be documented in personnel files to ensure a record of training for each employee.

Legal References:
20 U.S.C. §§ 1221-1234i (1994)
20 U.S.C. § 1681 et seq.
29 U.S.C. § 794 (1994)
42 U.S.C. § 1983
42 U.S.C. §§ 2000d-2000d-7 (1994).
42 U.S.C. §§ 12101 et. seq. (1994).

Cross References:
404.06 Harassment by Employees
505 Student Discipline
507 Student Records

HARASSMENT BY STUDENTS

Harassment of students, staff or visitors by other students will not be tolerated in the school district. This policy is in effect while students are on school grounds, school district property, or on property within the jurisdiction of the school district; while on school-owned and/or school-operated transportation; while attending or engaged in school activities; and while away from school grounds if the misconduct directly affects the good order, efficient management and welfare of the school district.

Harassment includes, but is not limited to, race, religion, national or ethnic origin, color, marital status, disability, sex, veteran status, age, pregnancy, childbirth or related medical condition, sexual orientation or gender identity, or other prohibited status. Harassment by board members, administrators, employees, parents, vendors, and others doing business with the school district is prohibited. Students whose behavior is found to be in violation of this policy will be subject to the investigation procedure which may result in discipline, up to and including, suspension and expulsion.

Sexual harassment means unwelcome sexual advances, requests for sexual favors and other verbal or physical conduct of a sexual nature when:

- submission to such conduct is made either explicitly or implicitly a term or condition of a student's education or of an individual's participation in school programs or activities;
- submission to or rejection of such conduct by a student is used as the basis for decisions affecting the student; or
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- unwelcome touching;
- unwelcome and offensive public sexual display of affection;
- suggesting or demanding sexual involvement, accompanied by implied or explicit threats concerning one's grades, achievements, etc.

Harassment on the basis of race, religion, national or ethnic origin, color, marital status, disability, sex, veteran status, age, pregnancy, childbirth or related medical condition, or

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- submission to or rejection of such conduct by a student is used as the basis for decisions affecting the student; or
- such conduct has the purpose or effect of unreasonably interfering with an individual's performance or
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- verbal, physical or written harassment or abuse;
- repeated remarks of a demeaning nature;
- implied or explicit threats concerning one's grades, achievements, etc.;
- demeaning jokes, stories, or activities directed at an individual.

The district will promptly and reasonably investigate allegations of harassment. The building principal will be responsible for handling all complaints by students alleging harassment.

Upon receiving a complaint, the investigator shall confer with the complainant to obtain an understanding and a statement of the facts. It shall be the responsibility of the investigator to promptly and reasonably investigate claims of harassment and to pass the findings on to the superintendent who shall complete such further investigation as deemed necessary and take such final action as appropriate. It is the intention of the district to complete its investigation within ten (10) working days after receiving a complaint unless extenuating circumstances such as unavailability of a witness or needing additional time because of the complexity of the investigation or the need to involve outside experts. The extended timeframe for investigation due to extenuating circumstances shall not exceed ten (10) days without the consent of the complainant, unless the alleged victim agrees to a longer time limit. Information regarding an investigation of harassment shall be confidential to the extent possible, and those individuals who are involved in the investigation shall not discuss information regarding the complaint outside the investigation process.

Retaliation against an individual because the individual has filed a harassment complaint or assisted or participated in a harassment investigation or proceeding is also prohibited. A student who is found to have retaliated against an individual in violation of this policy will be subject to discipline, up to and including, suspension and expulsion.

It shall also be the responsibility of the superintendent, in conjunction with the investigator and principals, to develop administrative rules regarding this policy. These rules will be printed and distributed to students and parents in the student handbook. The

superintendent shall also be responsible for organizing training programs for students and employees. The training shall include how to recognize harassment and what to do in case an individual is harassed. The employee training will be documented in personnel files to ensure a record of training for each employee.

Legal References:
20 U.S.C. §§ 1221-1234i (1994)
20 U.S.C. § 1681 et seq.
29 U.S.C. § 794 (1994)
42 U.S.C. § 1983
42 U.S.C. §§ 2000d-2000d-7 (1994).
42 U.S.C. §§ 12101 et. seq. (1994).

Cross References:
404.06 Harassment by Employees
505 Student Discipline
507 Student Records

From: **Jim Luebbe** jluebbe@nasbonline.org
Subject: NASB Policy Update, August 6, 2020
Date: August 6, 2020 at 1:10 PM
To: Ashley Hobbs (ahobbs@sbps.net) ahobbs@sbps.net, Chris Prososki (cprososki@southernschools.org) cprososki@southernschools.org, Dan Hoesing (dan.hoesing@schuylercommunityschools.org) dan.hoesing@schuylercommunityschools.org, Darron Arlt (darlt@plainviewschools.org) darlt@plainviewschools.org, Doug Kluth (dkluth@shelby.esu7.org) dkluth@shelby.esu7.org, Jay Ehler (jay.ehler@raidermail.org) jay.ehler@raidermail.org, Joe Peitzmeier (jpeitz@sstrojans.org) jpeitz@sstrojans.org, Richard Myles (rmyles@sbps.net) rmyles@sbps.net, Robert Hanzlik (rhanzlik@stuartbroncos.org) rhanzlik@stuartbroncos.org, Sadie Coffey scoffey@longhornpower.org, Todd Strom todd.strom@ssccards.org, Wendy Kemling-Horner (wkemling@sbps.net) wkemling@sbps.net

Policy Update Subscribers,

Comments Regarding The Title IX Update
Primarily covered in new Policies 404.12, 404.12R1, 404.12E1, 504.24, 504.24R1, and 504.24E1
Redlines to come in a separate email

Many of you have already received some training on the new requirements, and districts will be required to do significant annual training. The basic Title IX components are covered by a policy, an administrative regulation, and a form (E1). We have duplicated this for your manuals so one of each will be in the 400 Personnel Section and the other will be in the 500 Students Section. Many other policies have had minor revisions if they deal with any type of nondiscrimination or behavioral issues that may conceivably qualify as Title IX sexual harassment. The forms 404.12E1 and 504.24E1 will cover the basic information gathering requirements but I will be creating some additional documentation aids for this in the next two weeks. As part of the administrative regulations, they don't specifically require board approval, but they will be important. I have worked hard to make this huge piece clear and focused, but it is still quite detailed and lengthy.

Some Title IX Background
On May 6, 2020, the U.S. Department of Education issued the long-awaited final Title IX regulations, which go into effect August 14, 2020. The Title IX regulations specifically define sexual harassment and establish detailed procedures for how school districts must respond to allegations of sexual harassment. Districts should ensure that all sexual harassment complaints are handled in accordance with the Title IX regulations that are outlined in this policy and the accompanying regulation. When reviewing and updating this policy and the accompanying administrative regulation, districts should work with legal counsel for Title IX compliance and further adjust sample language as necessary based on legal counsel recommendations.

Prior to adoption, you must enter your District information on Page 1 of 404.12 and 504.24. Districts may choose to identify more than one Title IX Coordinator (i.e., one for employee-related claims and one for student-related claims. If more than one Title IX Coordinator is designated by the District, this should be reflected within this policy. Other Title IX roles such as investigator and decision-maker do not need to be identified and the individual filling each of those roles may change from case to case.

When the actions of a party are considered discrimination on the basis of sex but do not meet the definition of sexual harassment districts still have an obligation to manage the complaint in accordance with the harassment and discrimination procedures in place in the

slightly revised policies 404.06 and 504.18 but are not subject to the more detailed Title IX sexual harassment procedures outlined in these new Title IX policies and procedures for those situations.

The board must appoint at least one Title IX Coordinator for the district and make this person known to the entire school community through following the notice requirements outlined in this policy.

Identification of the District's sex discrimination and sexual harassment policies and Title IX Coordinator should occur in, but not be limited to, staff directories, staff handbooks, student handbooks and in a prominent location on the District's website.

One important change to note is the requirement to follow the Title IX process prior to imposing discipline. Districts must be aware of this when managing both employee and student discipline that will be administered because of conduct that falls under the sexual harassment definition and process.

Title IX Administrative Procedures

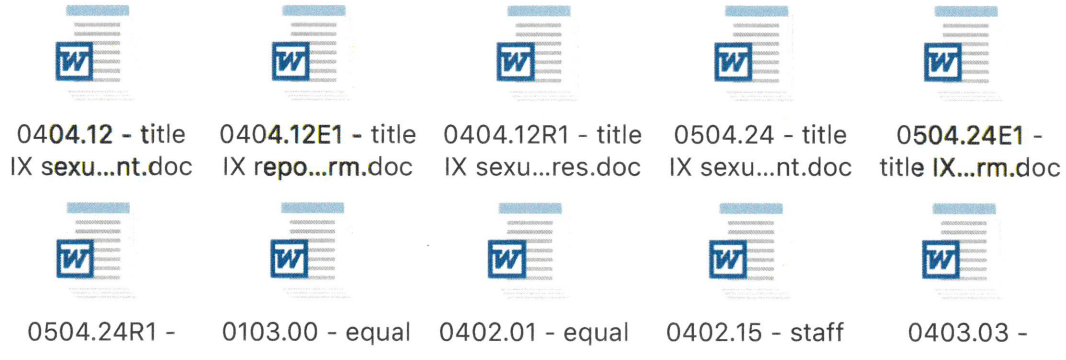
Federal law requires the investigation of all complaints of sexual harassment. Boards must have a procedure by which complaints may be reported and investigated. This procedure is provided to assist boards in meeting the requirements of law. Federal law allows districts to choose between applying the "preponderance of the evidence" standard or the "clear and convincing evidence" standard to reach determinations regarding responsibility. The "preponderance of the evidence" standard means the party must be persuaded by the evidence that the claim is more probably true than not true. The "clear and convincing evidence" standard is a higher standard of proof and means the party must be left with a firm belief or conviction that it is highly probable that the factual contentions of the claim or defense are true. However, the Decision-maker must use the same standard of determination for all cases brought to the district.

Revised Policy 1004.03 Live Broadcast or Videotaping

Paragraph three has been added to cover the frequent uses of cellphones and social media. A redline for this revision will be included in the separate email.

I hope your summer was refreshing, if somewhat brief. Thank you for your interest in board policy.

Jim Luebbe
NASB



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0504.21 - dating...ion.doc

0505.03 - suspen...ion.doc

0612.05 - individ...am.doc

1004.03 - live broadc...ing.doc

From: **Jim Luebbe** jluebbe@nasbonline.org
Subject: NASB Policy Update, August 6, 2020 Redlines
Date: August 6, 2020 at 2:44 PM
To: Ashley Hobbs (ahobbs@sbps.net) ahobbs@sbps.net, Chris Prososki (cprososki@southernschools.org) cprososki@southernschools.org, Dan Hoesing (dan.hoesing@schuylercommunityschools.org) dan.hoesing@schuylercommunityschools.org, Darron Arlt (darlt@plainviewschools.org) darlt@plainviewschools.org, Doug Kluth (dkluth@shelby.esu7.org) dkluth@shelby.esu7.org, Jay Ehler (jay.ehler@raidermail.org) jay.ehler@raidermail.org, Joe Peitzmeier (jpeitz@sstrojans.org) jpeitz@sstrojans.org, Richard Myles (rmyles@sbps.net) rmyles@sbps.net, Robert Hanzlik (rhanzlik@stuartbroncos.org) rhanzlik@stuartbroncos.org, Sadie Coffey scoffey@longhornpower.org, Todd Strom todd.strom@ssccards.org, Wendy Kemling-Horner (wkemling@sbps.net) wkemling@sbps.net

JL

Policy Update Subscribers,

As mentioned earlier, I am attaching redlines of the revised policies. Policies 404.12, 404.12R1, 404.12E1, 504.24, 504.24R1, and 504.24E1 were new, so they have no corresponding redline.

Jim Luebbe

PDF 0103.00 - equal educati...ity.pdf

PDF 0402.01 - equal opport...ent.pdf

PDF 0402.15 - staff conduc...nts.pdf

File: 403.03
Page 1 of 1

ABUSE OF STUDENTS BY SCHOOL DISTRICT EMPLOYEES

Physical or sexual abuse of students, including inappropriate and intentional sexual behavior, by employees will not be tolerated. The definition of employees for the purpose of this policy includes not only those who work for pay but also those who are volunteers of the school district under the direction and control of the school district. Employees found in violation of this policy will be subject to disciplinary action up to and including discharge.

The school district will respond promptly to allegations of abuse of students by school district employees by investigating or arranging for the investigation of an allegation. The processing of a complaint or allegation will be handled confidentially to the maximum extent possible. Employees are required to assist in the investigation when requested to provide information and to maintain the confidentiality of the reporting and investigation process.

The superintendent will appoint an investigator and alternate investigator of opposite sexes. The investigator will pass the findings on to the superintendent who will complete any further investigations as deemed necessary and take appropriate final action.

Every report of alleged violations of this policy that can be interpreted at the outset to fall within the protections of laws against discrimination shall be handled as a joint, concurrent investigation into all allegations and coordinated with the full participation of the Compliance Officer and Title IX Coordinator. If, in the course of an ongoing abuse of students investigation, potential issues of discrimination are identified, the Title IX Coordinator shall be promptly notified, and the investigation shall be conducted jointly and concurrently to address the issues of alleged discrimination as well as the incidents of alleged violations of this policy.

The superintendent is responsible for implementing this policy and for organizing

employee training when needed relating to this policy. Procedures shall be reviewed periodically for adequacy and accuracy.

Cross Reference: 403.02 Child Abuse Reporting
404.06 Harassment by Employees
505.06 Corporal Punishment

Approved _____ Reviewed _____ Revised _____



0404.06 - harass...es.pdf

EMPLOYEE CONDUCT AND APPEARANCE

Employees are role models for the students who come in contact with them during and after school hours. The board recognizes the positive effect employees can have on students in this capacity. To this end, the board strongly suggests and encourages employees to dress themselves, groom themselves and conduct themselves in a manner appropriate to the educational environment.

Employees shall conduct themselves in a professional manner. Employees shall dress in attire appropriate for their position. Clothing should be neat, clean, and in good taste. Discretion and common sense call for an avoidance of extremes which would interfere with or have an effect on the educational process.

Certificated employees of the school district shall follow the code of ethics for their profession as established by the Nebraska Professional Practices Commission.

Every report of alleged violations of employee conduct policies that can be interpreted at the outset to fall within the protections of laws against discrimination shall be handled as a joint, concurrent investigation into all allegations and coordinated with the full participation of the Compliance Officer and Title IX Coordinator. If, in the course of an ongoing employee conduct investigation, potential issues of discrimination are identified, the Title IX Coordinator shall be promptly notified, and the investigation shall be conducted jointly and concurrently to address the issues of alleged discrimination as well as the incidents of alleged violations of employee conduct policies.

Legal Reference: NDE Rule 27

Cross Reference: 305 Administrative Code Of Ethics

402.02 Employee Orientation
404.06 Harassment by Employees
404.07 Substance-Free Workplace
408 Certificated Employee Termination of Employment
414 Support Staff Termination of Employment

Approved _____ Reviewed _____ Revised _____



0501.00 - equal opportunity.pdf



0504.03 - studen...uct.pdf

HAZING, INITIATION, SECRET SOCIETIES OR GANG ACTIVITIES

Hazing or initiation by any school organizations, groups, clubs, teams or individuals are prohibited unless specifically approved by the administration. Anyone engaging in hazing or initiation behavior will be subject to disciplinary action up to and including expulsion.

Hazing is any activity by which a person intentionally or recklessly endangers the physical or mental health or safety of an individual for the purpose of initiation into, admission into, affiliation with, or continued membership with any school organization. Such hazing activity includes whipping, beating, branding, an act of sexual penetration, an exposure of the genitals of the body done with intent to affront or alarm any person, a lewd fondling or caressing of the body of another person, forced and prolonged calisthenics, prolonged exposure to the elements, forced consumption of any food, liquor, beverage, drug, or harmful substance not generally intended for human consumption, prolonged sleep deprivation, or any brutal treatment or the performance of any unlawful act which endangers the physical or mental health or safety of any person or the coercing of any such activity.

Every report of alleged hazing or initiation that can be interpreted at the outset to fall within the protections of laws against discrimination shall be handled as a joint, concurrent investigation into all allegations and coordinated with the full participation of the Compliance Officer and Title IX Coordinator. If, in the course of an ongoing hazing or initiation investigation, potential issues of discrimination are identified, the Title IX Coordinator shall be promptly notified, and the investigation shall be conducted jointly

and concurrently to address the issues of alleged discrimination as well as the incidents of alleged hazing or initiation.

The Board of Education prohibits the organization of school-sponsored fraternities, sororities or secret organizations wherein membership is determined by members themselves rather than on the basis of free choice. The Board considers those organizations or memberships in those organizations detrimental to the good conduct and discipline of the school. Interference with the instructional program of the district by those groups will not be condoned, and no organizational activities are permitted under the sponsorship of the school district or its personnel.

In addition, the use of hand signals, graffiti, or the presence of any apparel, jewelry, accessory, or manner of grooming which, by virtue of its color, arrangement, trademark, symbol, or any other attribute which indicates or implies membership or affiliation with such a group, is disruptive of a positive learning environment and will not be tolerated.

Legal Reference: Neb. Statute 79-2,101 to 2,102
Cross Reference: 505 Student Discipline
506 Student Activities
Approved _____ Reviewed _____ Revised _____



0504.18 - harass...nts.pdf

BULLYING PREVENTION

The board recognizes the negative impact that bullying has on student health, welfare, safety, and the school's learning environment and prohibits such behavior. Bullying is defined as 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 his or her designee, at a designated school bus stop, or at school-sponsored activities or school-sponsored athletic events.

Bullying may constitute grounds for detention, suspension, expulsion or mandatory reassignment, subject to state and federal statutes and the district's student discipline and due process procedures.

Every report of alleged bullying that can be interpreted at the outset to fall within the protections of laws against discrimination shall be handled as a joint, concurrent investigation into all allegations and coordinated with the full participation of the Compliance Officer and Title IX Coordinator. If, in the course of an ongoing bullying investigation, potential issues of discrimination are identified, the Title IX Coordinator shall be promptly notified, and the investigation shall be conducted jointly and concurrently to address the issues of alleged discrimination as well as the incidents of alleged bullying.

It shall be the responsibility of the superintendent to implement appropriate programs or procedures for the purpose of educating students regarding bullying prevention

procedures for the purpose of educating students regarding bullying prevention.

This policy shall be reviewed annually.

Legal Reference: Neb. Statute 79-2,137

Cross Reference: 505 Student Discipline

Approved _____ Reviewed _____ Revised _____

DATING VIOLENCE PREVENTION

The board prohibits behavior that has a negative impact on student health, welfare, safety, and the school's learning environment. Incidents of dating violence will not be tolerated on school grounds, in district vehicles, or at school sponsored activities or school-sponsored athletic events.

Dating violence is defined as a pattern of behavior where one person uses threats of, or actually uses, physical, sexual, verbal, or emotional abuse to control his or her dating partner. Dating partner means any person, regardless of gender, involved in an intimate relationship with another person primarily characterized by the expectation of affectionate involvement whether casual, serious or long-term.

The district will provide appropriate training to staff and incorporate within its educational program age-appropriate dating violence education that shall include, but not be limited to, defining dating violence, recognizing dating violence warning signs, and identifying characteristics of healthy dating relationships.

Every report of alleged dating violence that can be interpreted at the outset to fall within the protections of laws against discrimination shall be handled as a joint, concurrent investigation into all allegations and coordinated with the full participation of the Compliance Officer and Title IX Coordinator. If, in the course of an ongoing dating violence investigation, potential issues of discrimination are identified, the Title IX Coordinator shall be promptly notified, and the investigation shall be conducted jointly and concurrently to address the issues of alleged discrimination as well as the incidents of alleged dating violence.

This policy shall be published in the student handbook.

Legal Reference: Neb. Statute 79-2,141

Approved _____ Reviewed _____ Revised _____



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File: 612.05
Page 1 of 1

INDIVIDUALIZED EDUCATION PROGRAM AND FAMILY SERVICES PLAN

The district ensures that an Individualized Education Program (IEP), or an Individualized Family Service Plan (IFSP) is developed, reviewed, and revised for each child with a disability in accordance with 92 NAC 51-007.

Every report of alleged violations of the district's special education policies that can be interpreted at the outset to fall within the protections of laws against discrimination shall be handled as a joint, concurrent investigation into all allegations and coordinated with the full participation of the Compliance Officer and Title IX Coordinator. If, in the course of an ongoing investigation of these policies, potential issues of sexual harassment or discrimination are identified, the Title IX Coordinator shall be promptly notified, and the investigation shall be conducted jointly and concurrently to address the issues of alleged sexual harassment or discrimination as well as the incidents of alleged violations of the special education policies.

NDE document "Supporting Document to Checklist of Required Special Education Policies, Procedures and practices for Part B of the IDEA" shall serve as an administrative procedure to this policy. The entire document can be found at http://www.education.ne.gov/sped/regulations.html.

Approved _____ Reviewed _____ Revised _____

LIVE BROADCAST OR VIDEOTAPING

Within the limitations described below, Individuals may broadcast or videotape public school district events, including open board meetings, as long as it does not interfere with or disrupt the school district event and it does not create an undue burden in adapting the buildings and sites to accommodate the request.

It shall be within the discretion of the superintendent to determine whether the request is unduly burdensome and whether the broadcast or videotaping will interfere with or disrupt the school district event.

In addition to limitations on recording or transmitting image or sound in policy 504.12 referenced below, anyone recording or transmitting any sound or image of any person (including themselves) must have the prior consent of the person or persons being recorded or whose image or sound is being transmitted. This requirement applies to all persons, including staff, students, volunteers, and community members, at district facilities or attending district sponsored events. This policy does not apply to District-sponsored athletic events or activities where the focus of the recording or transmission is on the student performances or activity. Nothing in this policy shall prohibit the recording of an Individualized Education Program meeting when necessary to implement parental rights as guaranteed by the Individuals with Disabilities Education Act or in conducting meetings to implement Section 504.

News media coverage of sports and other special events is encouraged. Radio broadcasts of events will be arranged through the superintendent's office.Videotaping of classroom activities will be allowed at the discretion of the superintendent. Parents will be notified prior to videotaping of classroom activities.

It shall be the responsibility of the superintendent to implement this policy and for handling requests for other broadcasting or videotaping activities~~develop administrative regulations outlining the procedures for making the request and the rules for operation if~~

~~the request is granted~~.

Cross Reference: 504.12 Regulated Electronic Devices

~~News media coverage of sports and other special events is encouraged. Radio broadcasts of events will be arranged through the superintendent's office.~~

Approved _____ Reviewed _____ Revised _____

From: **Jim Luebbe** jluebbe@nasbonline.org
Subject: A bit more commentary on today's Title IX email
Date: August 6, 2020 at 4:41 PM
To: Ashley Hobbs (ahobbs@sbps.net) ahobbs@sbps.net, Chris Prososki (cprososki@southernschools.org) cprososki@southernschools.org, Dan Hoesing (dan.hoesing@schuylercommunityschools.org) dan.hoesing@schuylercommunityschools.org, Darron Arlt (darlt@plainviewschools.org) darlt@plainviewschools.org, Doug Kluth (dkluth@shelby.esu7.org) dkluth@shelby.esu7.org, Jay Ehler (jay.ehler@raidermail.org) jay.ehler@raidermail.org, Joe Peitzmeier (jpeitz@sstrojans.org) jpeitz@sstrojans.org, Richard Myles (rmyles@sbps.net) rmyles@sbps.net, Robert Hanzlik (rhanzlik@stuartbroncos.org) rhanzlik@stuartbroncos.org, Sadie Coffey scoffey@longhornpower.org, Todd Strom todd.strom@ssccards.org, Wendy Kemling-Horner (wkemling@sbps.net) wkemling@sbps.net

JL

Policy Update Subscribers,

There was a lot in those two emails, so I'll add a bit more overview to explain what it covers.

The older harassment policies have been revised somewhat rather than being thrown out, since there are still many cases of discriminating behavior that rise to the level of violating federal discrimination laws, even though they may not quite reach the very specific category of being Title IX discrimination.

The two new Title IX discrimination policies, 404.12 and 504.24 (they are actually identical, but we gave you one for the Personnel Section and one for the Student Section) list those 3 items on page 2 that describe Title IX Sexual Harassment. There will be many types of discriminating behaviors that don't fit these 3 criteria to be considered Title IX Sexual Harassment, but because they discriminate against the numerous protected categories of persons, they will violate IDEA or ADA or come under the oversight of the Office of Civil Rights in the U.S. Department of Education. Therefore, the older harassment policies 404.06 and 504.18 still apply in their newer, revised scopes, along with their original individual investigation procedures.

They were revised enough to carve out the areas covered by Title IX Sexual Harassment and to ensure that all investigations that appear to deal with Title IX violations or that at some point turn into Title IX violations will take precedence over the scope of the original harassment policies and procedures.

Likewise, all the other policies dealing with prohibited behavior that may involve federal discrimination such as bullying, hazing, dating violence, discriminatory hiring practices, etc., needed a similar paragraph inserted in them. That is to indicate that every Title IX investigation, whether it is initially apparent it involves Title IX or only later becomes apparent, must take precedence over those other types of student or personnel procedures.

I hope this makes it a bit clearer. I know, it's a lot to absorb. Title IX only runs a bit over 2200 pages long. So the first email was the six new Title IX pieces (a policy, an administrative reg, and a form for the Personnel Section and for the Student Section) plus 14 revised policies to give Title IX investigations precedence over all others, and then the revision to 1004.03 for broadcasting or videotaping. The second email is simply the redlines for those 14 related policies that yield to Title IX plus the 1004.03 redline. Whew.

I know most of you have board meetings next week. **My cell number is 402-990-6981**. If you have any questions, don't hesitate to call any time. I love this work and admire our dedicated boards and administrators, so I truly don't mind. It may be noisy, Friday and

Saturday I'll be at Arnold to watch the Sandhills Open Road Challenge. If you haven't heard of it, check Google. It looks awesome!

Jim

July 8th, 2020

8:04 Stephen enters building
8:05 Stephen leaves office
8:46 Stephen walks down hallway
9:39 Stephen leaves office
9:41 Stephen enters office
11:09 Dan walks into office
11:17 John Sayer walks into office
11:19 John and Dan leave office, John is on his phone. Dan leaves area/building
11:19 John gets off phone, walks back into office
11:21 John walks out of office
11:22 Stephen walks out of office
11:46 Stephen back in office
12:15 Stephen out of office
1:10 Stephen back in office
3:42 Stephen gone for day

EQUAL EDUCATIONAL OPPORTUNITY

The board requires all persons, agencies, vendors, contractors and other persons and organizations doing business with or performing services for the school district to subscribe to all applicable federal and state laws, executive orders, rules and regulations pertaining to contract compliance and equal opportunity.

The district does not discriminate on the basis of race, color, religion, national origin, age, sex, disability, or marital status, sexual orientation or gender identity in its programs and activities and provides equal access to the Boy Scouts and other designated youth groups. The following person has been designated as Compliance Coordinator to handle inquiries regarding the non-discrimination policies:
Name and/or Title: _____
Address: _____
Telephone No.: _____

The board affirms the right of all students and staff to be treated with respect and to be protected from intimidation, discrimination, physical harm and harassment. Harassment or discriminatory behavior that denies civil rights or access to equal educational opportunities includes comments, name-calling, physical conduct or other expressive behavior directed at an individual or group that intentionally demeans the race, color, national origin, sex, disability, age or marital status of the individual or individuals or creates an intimidating, hostile or demeaning environment for education.

Every report of alleged violations of this policy that can be interpreted at the outset to fall within the protections of laws against discrimination shall be handled as a joint, concurrent investigation into all allegations and coordinated with the full participation of the Compliance Officer and Title IX Coordinator. If, in the course of an ongoing investigation of this policy, potential issues of sexual harassment or discrimination are identified, the Title IX Coordinator shall be promptly notified, and the investigation shall be conducted jointly and concurrently to address the issues of alleged sexual harassment or discrimination as well as the incidents of alleged violations of this policy.

Legal Reference:
Neb. Statute 79-2,114-2,124
20 U.S.C. §§ 1221 et seq.
20 U.S.C. §§ 1681 et seq.
20 U.S.C. §§ 1701 -1721
29 U.S. C. § 794
42 U.S.C. §§ 12101 et seq.
28 C.F.R. Pt. 35.1
34 C.F.R. Pt. 100
34 C.F.R. Pt. 104
34 C.F.R. Pt. 106

Approved _____ Reviewed _____ Revised _____

Cross Reference 102 Educational Philosophy of the District

402.01 Equal Employment Opportunity
404.06 Harassment by Employees
501 Objectives for Equal Educational Opportunities for Students
504.18 Harassment by Students

~~Approved _____ Reviewed _____ Revised _____~~

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	34 C.F.R. Pt. 100
	34 C.F.R. Pt. 104
	34 C.F.R. Pt. 106

Approved _____ Reviewed _____ Revised _____

Cross Reference

102 Educational Philosophy of the District
402.01 Equal Employment Opportunity
404.06 Harassment by Employees
501 Objectives for Equal Educational Opportunities for Students
504.18 Harassment by Students

EQUAL OPPORTUNITY EMPLOYMENT

The _____ School District shall provide equal opportunity to employees and applicants for employment in accordance with applicable equal employment opportunity and non-discrimination laws, directives and regulations of federal, state and local governing bodies. Opportunity to all employees and applicants for employment includes hiring, placement, promotion, transfer or demotion, recruitment, advertising or solicitation for employment, treatment during employment, rates of pay or other forms of compensation, and layoff or termination. Employees will support and comply with the district's established equal employment opportunity and non-discrimination policies. Employees shall be given notice of this policy annually. The board shall appoint an employee to serve as non-discrimination Compliance Coordinator.

Individuals who file an application with the school district will be given consideration for employment if they meet or exceed the qualifications set by the board, administration, and Nebraska Department of Education for the position for which they apply. In employing individuals, the district will not discriminate in any aspect of employment with regard to race, color, religion, national or ethnic origin, sex, disability, age, marital status, genetic background, veteran status, pregnancy, childbirth or related medical condition, or sexual orientation or gender identity.

Advertisements and notices for vacancies within the district shall contain the following statement: "The _____ School District is an equal opportunity employer (EOE)." The statement shall also appear on application forms.

Inquiries by employees or applicants for employment regarding compliance with equal employment opportunity and non-discrimination laws and policies, including but not limited to complaints of discrimination, shall be directed to the Compiance Coordinator:
Name and/or Title: _____
Address: _____
Telephone No.: _____

Inquiries by employees or applicants for employment regarding compliance with equal employment opportunity and non-discrimination laws and policies, including but not limited to complaints of discrimination, may also be directed in writing to the Director of the Kansas Office of Civil Rights, U.S. Department of Education, One Petticoat Lane, 1010 Walnut Street, Suite 320, Kansas City, MO 64106, (816) 268-0550, the Nebraska Equal Opportunity Commission, State Office Building, 301 Centennial Mall South, 5th floor, P.O. Box 94394, Lincoln, NE 68509-4934, (402) 471-2024 or (800) 642-6112 or by email to OCR.KansasCity@ed.gov.

This inquiry or complaint to the federal office may be done instead of, or in addition to, an inquiry or complaint at the local level.

Approved _____ Reviewed _____ Revised _____

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Further information and procedures for filing a complaint are available at the website of the Nebraska Equal Opportunity Commission, http://www.neoc.ne.gov/comp/comp.htm.

Legal Reference:
29 U.S.C. §§ 621-634 (1994).
42 U.S.C. §§ 2000e et seq. (1994).
42 U.S.C. §§ 12101 et seq. (1994).
Neb. Statute 48-1101 et seq. (Nebr. Fair Employment Practice Act)

Cross Reference:
103 Equal Educational Opportunity
404.06 Harassment by Employees
406.02 Certificated Employee Qualifications, Recruitment and Selection
412.02 Support Staff Qualifications, Recruitment and Selection

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Individuals who file an application with the school district will be given consideration for employment if they meet or exceed the qualifications set by the board, administration, and Nebraska Department of Education for the position for which they apply. In employing individuals, the district will not discriminate in any aspect of employment with regard to race, color, religion, national or ethnic origin, sex, disability, age, marital status, genetic background, veteran status, pregnancy, childbirth or related medical condition, or sexual orientation or gender identity.

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Neb. Statute 48-1101 et seq. (Nebr. Fair Employment Practice Act)

Cross Reference:
103 Equal Educational Opportunity
404.06 Harassment by Employees
406.02 Certificated Employee Qualifications, Recruitment and Selection
412.02 Support Staff Qualifications, Recruitment and Selection

STAFF CONDUCT WITH STUDENTS

The Board expects all staff members, including teachers, coaches, counselors, administrators, and others to maintain the highest professional, moral, and ethical standards in their conduct with students. For the purposes of this policy, staff members also include school volunteers. The term "students" excludes a staff member's immediate family members.

The interactions and relationships between staff members and students should be based upon mutual respect and trust; an understanding of the appropriate boundaries between adults and students in and outside of the educational setting; and consistency with the educational mission of the schools.

Staff members are expected to be sensitive to the appearance of impropriety in their conduct with students. Staff members are encouraged to discuss issues with their building administrator or supervisor whenever they are unsure whether particular conduct may constitute a violation of this policy.

Unacceptable Conduct
Examples of unacceptable conduct by staff members include but are not limited to the following:

- Any type of sexual or inappropriate physical contact with students or any other conduct that might be considered harassment under the Board's policy on Harassment By Employees;

- Singling out a particular student or students for personal attention and friendship beyond the normal teacher-student relationship;

- Associating with students in any situation or activity that includes the presence of alcohol, drugs, or tobacco or that could be considered sexually suggestive;

- For non-guidance/counseling staff, encouraging students to confide their personal or family problems and/or relationships. If a student initiates such discussions, staff members are expected to be supportive but to refer the student to appropriate guidance/counseling staff. In either case, staff involvement should be limited to a direct connection to the student's school performance;

- Sending students on personal errands;

- Sexual banter, allusions, jokes, or innuendos with students;

- Asking a student to keep a secret;

Approved _____ Reviewed _____ Revised _____

- Disclosing personal, sexual, family, employment concerns, or other private matters to one or more students;

- Addressing students with terms of endearment, pet names, or otherwise in an overly familiar manner; and

- Permitting students to address you by your first name, nickname or otherwise in an overly familiar manner.

- Being alone with individual students by closing a room door except when dealing with issues of health by appropriate personnel, or being alone with individual students outside of normal school hours;

- Maintaining personal contact with a student outside of school by phone, email, Instant Messenger or Internet chat rooms, social networking websites, or letters (beyond homework or other legitimate school business);

- Exchanging personal gifts (beyond the customary student teacher gifts); and/or

- Socializing or spending time with students (including but not limited to activities such as going out for meals or movies, shopping, traveling, and recreational activities) outside of school sponsored events or except as participants in organized community activities.

Students and/or their parents/guardians are strongly encouraged to notify the principal if they believe a teacher or other staff member may be engaging in conduct that violates this policy.

Staff members are required to notify promptly the principal or superintendent if they become aware of a situation that may constitute a violation of this policy.

Staff violations of this policy may result in disciplinary action up to and including dismissal. Violations involving sexual or other abuse will also result in referral to the Department of Health and Human Services and/or law enforcement in accordance with the Board's policy on Child Abuse Reporting.

Every report of alleged violations of this policy that can be interpreted at the outset to fall within the protections of laws against discrimination shall be handled as a joint, concurrent investigation into all allegations and coordinated with the full participation of the Compliance Officer and Title IX Coordinator. If, in the course of an ongoing investigation of this policy, potential issues of discrimination are identified, the Title IX Coordinator shall be promptly notified, and the investigation shall be conducted jointly and concurrently to address the issues of alleged discrimination as well as the incidents of alleged violations of this policy.

This policy shall be included in future employee, student and volunteer handbooks.

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- Associating with students in any situation or activity that includes the presence of alcohol, drugs, or tobacco or that could be considered sexually suggestive;

- For non-guidance/counseling staff, encouraging students to confide their personal or family problems and/or relationships. If a student initiates such discussions, staff members are expected to be supportive but to refer the student to appropriate guidance/counseling staff. In either case, staff involvement should be limited to a direct connection to the student's school performance;

- Sending students on personal errands;

- Sexual banter, allusions, jokes, or innuendos with students;

- Asking a student to keep a secret;

Approved _____ Reviewed _____ Revised _____

- Disclosing personal, sexual, family, employment concerns, or other private matters to one or more students;

- Addressing students with terms of endearment, pet names, or otherwise in an overly familiar manner; and

- Permitting students to address you by your first name, nickname or otherwise in an overly familiar manner.

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- Exchanging personal gifts (beyond the customary student teacher gifts); and/or

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Staff violations of this policy may result in disciplinary action up to and including dismissal. Violations involving sexual or other abuse will also result in referral to the Department of Health and Human Services and/or law enforcement in accordance with the Board's policy on Child Abuse Reporting.

Every report of alleged violations of this policy that can be interpreted at the outset to fall within the protections of laws against discrimination shall be handled as a joint, concurrent investigation into all allegations and coordinated with the full participation of the Compliance Officer and Title IX Coordinator. If, in the course of an ongoing investigation of this policy, potential issues of discrimination are identified, the Title IX Coordinator shall be promptly notified, and the investigation shall be conducted jointly and concurrently to address the issues of alleged discrimination as well as the incidents of alleged violations of this policy.

This policy shall be included in future employee, student and volunteer handbooks.

ABUSE OF STUDENTS BY SCHOOL DISTRICT EMPLOYEES

Physical or sexual abuse of students, including inappropriate and intentional sexual behavior, by employees will not be tolerated. The definition of employees for the purpose of this policy includes not only those who work for pay but also those who are volunteers of the school district under the direction and control of the school district. Employees found in violation of this policy will be subject to disciplinary action up to and including discharge.

The school district will respond promptly to allegations of abuse of students by school district employees by investigating or arranging for the investigation of an allegation. The processing of a complaint or allegation will be handled confidentially to the maximum extent possible. Employees are required to assist in the investigation when requested to provide information and to maintain the confidentiality of the reporting and investigation process.

The superintendent will appoint an investigator and alternate investigator of opposite sexes. The investigator will pass the findings on to the superintendent who will complete any further investigations as deemed necessary and take appropriate final action.

Every report of alleged violations of this policy that can be interpreted at the outset to fall within the protections of laws against discrimination shall be handled as a joint, concurrent investigation into all allegations and coordinated with the full participation of the Compliance Officer and Title IX Coordinator. If, in the course of an ongoing abuse of students investigation, potential issues of discrimination are identified, the Title IX Coordinator shall be promptly notified, and the investigation shall be conducted jointly and concurrently to address the issues of alleged discrimination as well as the incidents of alleged violations of this policy.

The superintendent is responsible for implementing this policy and for organizing employee training when needed relating to this policy. Procedures shall be reviewed periodically for adequacy and accuracy.

Cross Reference: 403.02 Child Abuse Reporting
404.06 Harassment by Employees
505.06 Corporal Punishment

Approved _____ Reviewed _____ Revised _____

ABUSE OF STUDENTS BY SCHOOL DISTRICT EMPLOYEES

Physical or sexual abuse of students, including inappropriate and intentional sexual behavior, by employees will not be tolerated. The definition of employees for the purpose of this policy includes not only those who work for pay but also those who are volunteers of the school district under the direction and control of the school district. Employees found in violation of this policy will be subject to disciplinary action up to and including discharge.

The school district will respond promptly to allegations of abuse of students by school district employees by investigating or arranging for the investigation of an allegation. The processing of a complaint or allegation will be handled confidentially to the maximum extent possible. Employees are required to assist in the investigation when requested to provide information and to maintain the confidentiality of the reporting and investigation process.

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The superintendent is responsible for implementing this policy and for organizing employee training when needed relating to this policy. Procedures shall be reviewed periodically for adequacy and accuracy.

Cross Reference: 403.02 Child Abuse Reporting
404.06 Harassment by Employees
505.06 Corporal Punishment

Approved _____ Reviewed _____ Revised _____

HARASSMENT

Harassment of employees, students, volunteers or visitors will not be tolerated in the school district. School district includes school district facilities, school district property, or property within the jurisdiction of the school district; while on school-owned or school-operated transportation; while attending or engaged in school activities; and while away from school grounds if the misconduct directly affects the good order, efficient management and welfare of the district.

Harassment includes, but is not limited to, race, religion, national or ethnic origin, color, marital status, disability, sex, veteran status, age, pregnancy, childbirth or related medical condition, sexual orientation or gender identity, or other prohibited status. Harassment by board members, administrators, employees, parents, vendors, and others doing business with the school district is prohibited. Employees whose behavior is alleged to be in violation of this policy will be subject to the investigation procedure which may result in discipline, up to and including, discharge or other appropriate action. Other individuals whose behavior is alleged to be in violation of this policy will be subject to appropriate sanctions as determined and imposed by the superintendent or board.

Harassment on the basis of race, religion, national or ethnic origin, color, marital status, disability, sex, veteran status, age, pregnancy, childbirth or related medical condition, or other prohibited status means conduct of a verbal or physical nature that is designed to embarrass, distress, agitate, disturb or trouble individuals when:

- submission to such conduct is made either explicitly or implicitly a term or condition of a student's education or of an individual's participation in school programs, activities or employment;
- submission to or rejection of such conduct by an individual is used as the basis for decisions affecting the individual; or
- such conduct has the purpose or effect of unreasonably interfering with an individual's performance or
- creating an intimidating, offensive or hostile learning or work environment.

Harassment as set forth above may include, but is not limited to the following:

- verbal, physical or written harassment or abuse or unwelcome communication implying sexual motives or intentions;;
- repeated remarks of a demeaning nature;
- implied or explicit threats concerning one's grades, achievements, etc.;
- demeaning jokes, stories, or activities directed at an individual;
- pressure for sexual activity; repeated remarks to a person with sexual or demeaning implications;
- unwelcome touching;
- unwelcome and offensive public sexual display of affection;

Approved _____ Reviewed _____ Revised _____

- suggesting or demanding sexual involvement, accompanied by implied or explicit threats concerning one's job, promotions, recommendations, etc.

Employees, students, volunteers or visitors who believe they have suffered harassment shall report such matters to the Compliance Coordinator or building principal.

Every report of alleged violations of this policy that can be interpreted at the outset to fall within the protections of laws against discrimination shall be handled as a joint, concurrent investigation into all allegations and coordinated with the full participation of the Compliance Officer and Title IX Coordinator. If, in the course of an ongoing investigation of this policy, potential issues of sexual harassment or discrimination are identified, the Title IX Coordinator shall be promptly notified, and the investigation shall be conducted jointly and concurrently to address the issues of alleged sexual harassment or discrimination as well as the incidents of alleged violations of this policy.

Upon receiving a complaint, the investigator shall confer with the complainant to obtain an understanding and a statement of the facts. It shall be the responsibility of the investigator to promptly and reasonably investigate claims of harassment and to pass the findings on to the superintendent who shall complete such further investigation as deemed necessary and take such final action as appropriate. It is the intention of the district to complete its investigation within ten (10) working days after receiving a complaint unless extenuating circumstances such as unavailability of a witness or needing additional time because of the complexity of the investigation or the need to involve outside experts. The extended timeframe for investigation due to extenuating circumstances shall not exceed ten (10) days without the consent of the complainant, unless the alleged victim agrees to a longer time limit. Information regarding an investigation of harassment shall be confidential to the extent possible, and those individuals who are involved in the investigation shall not discuss information regarding the complaint outside the investigation process.

No one shall retaliate against an employee or student because they have filed a harassment complaint, assisted or participated in a harassment investigation, proceeding, or hearing regarding a harassment charge or because they have opposed language or conduct that violates this policy. This policy should be used when an employee is the alleged harasser or the alleged victim. It is strongly recommended the investigator and alternate investigator be of opposite sexes.

It shall also be the responsibility of the superintendent, in conjunction with the investigator and principals, to develop administrative rules regarding this policy. The superintendent or superintendent's designee shall also be responsible for organizing training programs to educate employees, students and others involved with the school district about harassment and the school district's policy prohibiting harassment. The training shall include how to recognize harassment and what to do in case an individual is harassed. The employee training will be documented in personnel files to ensure a record of training for each employee.

Legal Reference: 42 U.S.C. §§ 2000e et seq. (1994).
29 C.F.R. Pt. 1604.11 (1996).

Cross Reference:
103 Equal Educational Opportunity
402.01 Equal Opportunity Employment
402.05 Employee Grievances
403.03 Abuse of Students by School District Employees
405 Employee Conduct and Appearance
504.18 Harassment By Students
505 Student Discipline

HARASSMENT ~~BY EMPLOYEES~~

Harassment of employees, students, volunteers or visitors will not be tolerated in the school district. School district includes school district facilities, school district property, or property within the jurisdiction of the school district; while on school-owned or school-operated transportation; while attending or engaged in school activities; and while away from school grounds if the misconduct directly affects the good order, efficient management and welfare of the district.

Harassment includes, but is not limited to, race, religion, national or ethnic origin, color, marital status, disability, sex, veteran status, age, pregnancy, childbirth or related medical condition, sexual orientation or gender identity, or other prohibited status. Harassment by board members, administrators, employees, parents, vendors, and others doing business with the school district is prohibited. Employees whose behavior is alleged to be in violation of this policy will be subject to the investigation procedure which may result in discipline, up to and including, discharge or other appropriate action. Other individuals whose behavior is alleged to be in violation of this policy will be subject to appropriate sanctions as determined and imposed by the superintendent or board.

~~Sexual harassment shall include, but not be limited to, unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature when:~~

- ~~submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment, education, or participation in school programs or activities;~~
- ~~submission to or rejection of such conduct by an individual is used as the basis for decisions affecting such individual's employment or education; or~~
- ~~such conduct has the purpose or effect of unreasonably interfering with an individual's work or educational performance or creating an intimidating, hostile, or offensive working or learning environment.~~

~~Sexual harassment as set out above, may include, but is not limited to the following:~~

- ~~verbal or written harassment or abuse, or unwelcome communication implying sexual motives or intentions;~~
- ~~pressure for sexual activity; repeated remarks to a person with sexual or demeaning implications;~~
- ~~unwelcome touching;~~
- ~~unwelcome and offensive public sexual display of affection;~~
- ~~suggesting or demanding sexual involvement, accompanied by implied or explicit threats concerning one's job, promotions, recommendations, etc.~~

Harassment on the basis of race, religion, national or ethnic origin, color, marital status,

disability, sex, veteran status, age, pregnancy, childbirth or related medical condition, or other prohibited status means conduct of a verbal or physical nature that is designed to embarrass, distress, agitate, disturb or trouble individuals when:

- submission to such conduct is made either explicitly or implicitly a term or condition of a student's education or of an individual's participation in school programs, activities or employment;
- submission to or rejection of such conduct by an individual is used as the basis for decisions affecting the individual; or
- such conduct has the purpose or effect of unreasonably interfering with an individual's performance or
- creating an intimidating, offensive or hostile learning or work environment.

Harassment as set forth above may include, but is not limited to the following:

- verbal, physical or written harassment or abuse or unwelcome communication implying sexual motives or intentions;~~;~~
- repeated remarks of a demeaning nature;
- implied or explicit threats concerning one's grades, achievements, etc.;
- demeaning jokes, stories, or activities directed at an individual;~~.~~

- pressure for sexual activity; repeated remarks to a person with sexual or demeaning implications;
- unwelcome touching;
- unwelcome and offensive public sexual display of affection;

Approved _____ Reviewed _____ Revised _____

- suggesting or demanding sexual involvement, accompanied by implied or explicit threats concerning one's job, promotions, recommendations, etc.

Employees, students, volunteers or visitors who believe they have suffered harassment shall report such matters to the Compliance Coordinator or building principal. ~~investigator for harassment complaints. However, claims regarding harassment may also be reported to the alternate investigator for harassment complaints.~~

Every report of alleged violations of this policy that can be interpreted at the outset to fall within the protections of laws against discrimination shall be handled as a joint, concurrent investigation into all allegations and coordinated with the full participation of the Compliance Officer and Title IX Coordinator. If, in the course of an ongoing investigation of this policy, potential issues of sexual harassment or discrimination are identified, the Title IX Coordinator shall be promptly notified, and the investigation shall be conducted jointly and concurrently to address the issues of alleged sexual harassment or discrimination as well as the incidents of alleged violations of this policy.

Upon receiving a complaint, the investigator shall confer with the complainant to obtain an understanding and a statement of the facts. It shall be the responsibility of the

investigator to promptly and reasonably investigate claims of harassment and to pass the findings on to the superintendent who shall complete such further investigation as deemed necessary and take such final action as appropriate. It is the intention of the district to complete its investigation within ten (10) working days after receiving a complaint unless extenuating circumstances such as unavailability of a witness or needing additional time because of the complexity of the investigation or the need to involve outside experts. The extended timeframe for investigation due to extenuating circumstances shall not exceed ten (10) days without the consent of the complainant, unless the alleged victim agrees to a longer time limit. Information regarding an investigation of harassment shall be confidential to the extent possible, and those individuals who are involved in the investigation shall not discuss information regarding the complaint outside the investigation process.

No one shall retaliate against an employee or student because they have filed a harassment complaint, assisted or participated in a harassment investigation, proceeding, or hearing regarding a harassment charge or because they have opposed language or conduct that violates this policy. This policy should be used when an employee is the alleged harasser or the alleged victim. It is strongly recommended the investigator and alternate investigator be of opposite sexes.

It shall also be the responsibility of the superintendent, in conjunction with the investigator and principals, to develop administrative rules regarding this policy. The superintendent or superintendent's designee shall also be responsible for organizing training programs to educate employees, students and others involved with the school district about harassment and the school district's policy prohibiting harassment. The training shall include how to recognize harassment and what to do in case an individual is harassed. The employee training will be documented in personnel files to ensure a record of training for each employee.

Legal Reference: 42 U.S.C. §§ 2000e et seq. (1994).
29 C.F.R. Pt. 1604.11 (1996).

Cross Reference: 103 Equal Educational Opportunity
402.01 Equal Opportunity Employment
402.05 Employee Grievances
403.03 Abuse of Students by School District Employees
405 Employee Conduct and Appearance
504.18 Harassment By Students
505 Student Discipline

TITLE IX SEXUAL HARASSMENT

It is the the policy of this district to comply with federal law and regulations under Title IX prohibiting sexual harassment, which is a form of unlawful discrimination on the basis of sex. The District does not discriminate on the basis of sex in any education program or activity that it operates, including admission and employment. Inquiries about the application of Title IX to the District may be referred to the District's Title IX Coordinator, to the Regional Office of Civil Rights of the Department of Education, or both.

The Board encourages students, employees and third parties who believe they or others have been subject to Title IX sexual harassment, other discrimination or retaliation to promptly report such incidents to the Title IX Coordinator or building principal, even if some elements of the related incident took place or originated away from school grounds, school activities or school conveyances. A person who is not an intended victim or target of discrimination but is adversely affected by the offensive conduct may file a report of discrimination with the Title IX Coordinator.

The Board designates the following individual to serve as the District's Title IX Coordinator and may or may not have the same person serve as Compliance Coordinator:
Title: _____
Office address: _____
Email: _____
Phone number: _____

Other district employees filling key roles for implementing Title IX sexual harassment procedures include investigator(s), decision-maker(s), individuals to handle appeals, and individuals to facilitate an informal resolution process. Specific individuals filling these roles may vary from complaint to complaint as appropriate.

The Director of the Regional Office of Civil Rights can be contacted at the Kansas Office of Civil Rights, U.S. Department of Education, One Petticoat Lane, 1010 Walnut Street, Suite 320, Kansas City, MO 64106, (816) 268-0550, by email to OCR.KansasCity@ed.gov.

The district is committed to providing a nondiscriminatory workplace for employees. It is committeed to the maintenance of a safe, positive learning environment for all students by providing student course offerings, counseling, assistance, services, employment, athletics, and extracurricular activities without any form of discrimination, including Title IX sexual harassment. Discrimination is inconsistent with the rights of employees and students and the educational and programmatic goals of the district and is prohibited at or, in the course of, district-sponsored programs or activities, including transportation to or from school or school-sponsored activities.

Approved _____ Reviewed _____ Revised _____

The student's parents/guardian or any other person with knowledge of conduct that may violate this policy is encouraged to immediately report the matter to the building principal. A school employee who suspects or is notified that a student has been subject to conduct that constitutes a violation of this policy shall immediately report the incident to the building principal, as well as properly making any mandatory police or child protective services reports required by law.

Violations of this policy, including acts of retaliation as described in this policy, or knowingly providing false information, may result in disciplinary consequences under applicable Board policy and procedures.

Any person may report sex discrimination, including sexual harassment, at any time, including during non-business hours. Such a report may be made in person, by mail, by telephone or by electronic mail, using the contact information listed for the Title IX Coordinator, or by any other means that results in the Title IX Coordinator receiving the person's verbal or written report.

For purposes of this policy and the grievance process, "Title IX sexual harassment" means conduct on the basis of sex that satisfies one or more of the following:

1. A District employee conditioning the provision of an aid, benefit, or service of the District on an individual's participation in unwelcome sexual conduct;

2. Unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the District's education program or activity; or

3. "Sexual assault" as defined in 20 USC 1092(f)(6)(A)(v), "dating violence" as defined in 34 USC 12291(a)(10), "domestic violence" as defined in 34 USC 12291(a)(8) or "stalking" as defined in 34 USC 12291(a)(30). These definitions are included in the procedures to this policy.

Such conduct must have taken place during a district education program or activity and against a person in the United States to qualify as sexual harassment under Title IX. An education program or activity includes the locations, events, or circumstances over which the district exercises substantial control over both the respondent and the context in which the harassment occurs. Title IX applies to all of a district's education programs or activities, whether such programs or activities occur on-campus or off-campus.

When the alleged harassment or discrimination does not meet the Title IX definition of sexual harassment, the Title IX Coordinator directs the individual to the applicable process for investigation.

Retaliation Prohibited

The District prohibits intimidation, threats, coercion or discrimination against any individual for the purpose of interfering with any right or privilege secured by Title IX or this policy, or because the individual has made a report or complaint, testified, assisted, or participated or refused to participate in any manner in an investigation proceeding or hearing, or acted in opposition to practices the person reasonably believes to be discriminatory, if applicable. Intimidation, threats, coercion, or discrimination, including charges against an individual for code of conduct violations that do not involve sex discrimination or sexual harassment, but arise out of the same facts or circumstances as a report or complaint of sex discrimination, or a report or formal complaint of sexual harassment, for the purpose of interfering with any right or privilege secured by Title IX or this part, constitutes retaliation.

Confidentiality

The District must keep confidential the identity of any individual who has made a report or complaint of sex discrimination, including any individual who has made a report or filed a formal complaint of sexual harassment, any individual who has been alleged to be the victim or perpetrator of conduct that could constitute sexual harassment, and any witness, except as may be permitted by Family Educational Rights and Privacy Act (FERPA) or as required by law, or to carry out the purposes of the Title IX regulations, including the conduct of any investigation, hearing or judicial proceeding arising under the regulations.

Notice Requirements

The District provides notice to applicants for admission and employment, students, parents or legal guardians of elementary and secondary school students, employees and the union(s) holding collective bargaining agreements with the district with the name or title, office address, email address and telephone number of the Title IX Coordinator and notice of the District grievance procedures and process, including how to report or file a complaint of sex discrimination, how to file a formal complaint of sexual harassment and how the District will respond. The District also posts the Title IX Coordinator's contact information and Title IX policies and procedures in a prominent location on the District website and in all handbooks made available by the District.

Training Requirements

The District ensures that Title IX Coordinators, investigators, decision-makers, and any person who facilitates an informal resolution process, receives training on the definition of sexual harassment, the scope of the District's education program or activity, how to conduct an investigation and grievance process including examination of evidence, handling hearings, appeals and informal resolution processes, when applicable, how to address complaints that do not qualify as Title IX sexual harassment, and how to serve impartially including by avoiding prejudgment of the facts at issue, conflicts of interest

and bias. The District also ensures that decision-makers and investigators receive training on issues of relevance of questions and evidence, including when questions and evidence about the complainant's sexual predisposition or prior sexual behavior are not relevant as set forth in the formal procedures that follow, and training on any technology to be used at a live hearing, if applicable. Investigators also receive training on issues of relevance to create an investigative report that fairly summarizes relevant evidence. All materials used to train individuals who receive training under this section must not rely on sex stereotypes and must promote impartial investigations and judgments of formal complaints of sexual harassment and are made publicly available on the District's website.

Conflict of Interest and Bias

The District ensures that Title IX Coordinators, investigators, decision-makers, and any person who facilitates an informal resolution process do not have a conflict of interest or bias for or against complainants or respondents generally or an individual complainant or respondent.

Determination of Responsibility

The individual who has been reported to be the perpetrator of conduct that could constitute sexual harassment is presumed not responsible for alleged conduct. A determination regarding responsibility will be made by the decision-maker at the conclusion of the investigation in accordance with the process outlined in the accompanying regulation. No disciplinary sanctions will be imposed unless and until a final determination of responsibility is reached.

Other Title IX Coordinator Duties

The Title IX Coordinator, along with the Compliance Coordinator, shall fulfill designated responsibilities to ensure adequate nondiscrimination procedures are in place, to recommend new procedures or modifications to procedures and to monitor the implementation of the district's nondiscrimination procedures in the following areas, as appropriate:

1. Curriculum and Materials - Review of curriculum guides, textbooks, and supplemental materials for discriminatory bias.

2. Training - Provide training for students and staff to prevent, identify and alleviate problems of discrimination.

3. Resources - Maintain and provide information to staff on resources available to complainants in addition to the school complaint procedure or Title IX procedures, such as making reports to the police, available supportive measures such as assistance from domestic violence or rape crisis programs and community health resources including counseling resources.

4. Review - Review of personnel practices and actions for discriminatory bias and compliance with laws against discrimination to include monitoring and recommending corrective measures when appropriate to written position qualifications, job descriptions and essential job functions; recruitment materials and practices; procedures for screening applicants; application and interviewing practices for hiring and promotions; district designed performance evaluations; review of planned employee demotions, non-renewal of contracts, and proposed employee disciplinary actions up to and including termination.

5. Student Access - Review of programs, activities, and practices to ensure that all students have equal access and are not segregated except when permissible by law or regulation.

6. District Support - Assure that like aspects of the school programs and activities receive like support as to staffing and compensation, facilities, equipment, and related areas.

7. Student Evaluation - Review of assessments, procedures, and guidance and counseling materials for stereotyping and discrimination.

8. Reports/Formal Complaints - Monitor and provide technical assistance to individuals involved in managing informal reports and formal complaints.

Legal Reference:
Civil Rights Act, Title VI; 42 USC 2000d et seq.
Civil Rights Act, Title VII; 42 USC 2000e et seq.
Education Amend. of 1972, Title IX; 20 USC 1681 et seq.
Exec. Order 11246, as amended by Executive Order 11375
Equal Pay Act; 29 USC 206
34 CFR part 106

Cross Reference:
103.00 Equal Educational Opportunity
402.01 Equal Opportunity Employment
402.15 Staff Conduct with Students
403.02 Child Abuse Reporting
403.03 Abuse of Students by School District Employees
404.06 Harassment by Employees
405.00 Employee Conduct and Appearance
501.00 Objectives for Equal Educ. Opportunities for Students
504.03 Student Conduct
504.14 Hazing, Initiation, Secret Societies or Gang Activity
504.18 Harassment by Students
504.20 Bullying Prevention
504.21 Dating Violence Prevention
505.03 Suspension and Expulsion of Students
612.05 Individualized Education Program
612.10 Procedural Safeguards

TITLE IX REPORTING FORM

The Board declares it to be the policy of this district to provide a safe, positive learning and working environment that is free from bullying, hazing, dating violence, sexual harassment and other discrimination, and retaliation. If you have experienced, or if you have knowledge of, any such actions, we encourage you to complete this form. The Title IX Coordinator will be happy to support you by answering any questions about the report form, reviewing the report form for completion and assisting as necessary with completion of the report. The Title IX Coordinator's contact information is:

Position: _____

Address: _____

Email: _____

Phone Number: _____

Retaliation Prohibited

The district, its employees and others are prohibited from intimidating, threatening, coercing, or discriminating against you for filing this report. Please contact the Title IX Coordinator immediately if you believe retaliation has occurred.

Confidentiality

Confidentiality of all parties, witnesses, the allegations and the filing of a report shall be handled in accordance with applicable law, regulations, Board policy, procedures, and the district's legal and investigative obligations. The school will take all reasonable steps to investigate and respond to the report, consistent with a request for confidentiality as long as doing so does not preclude the school from responding effectively to the report. If you have any questions regarding how the information contained in this report may be used, please discuss them with the Title IX Coordinator prior to filing the report. Once this report is filed, the district has an obligation to investigate the information provided.

> ***Note**: For purposes of Title IX sexual harassment, this Report Form serves initially as an informal report, <u>not</u> a formal complaint of Sexual Harassment under Title IX.*

I. Information About the Person Making This Report:

Name: _____

Address: _____

Phone Number: _____

School Building: _____

I am a:

□ Student □ Parent/Guardian □ Employee □ Volunteer □ Visitor

□ Other _____(please explain relationship to the district)

If you are not the victim of the reported conduct, please identify the alleged victim:

Name: _____

The alleged victim is: □ Your Child □ Another Student □ A District Employee

□ Other: _____(please explain relationship to the alleged victim)

II. Information About the Person(s) You Believe is/are Responsible for the Bullying, Hazing, Harassing or Other Discrimination You are Reporting

Please record the name(s) of the individual(s) you believe to be responsible for the conduct you are reporting.

Name(s):

The reported individual(s) is/are:

□ Student(s) □ Employee(s)

□ Other _____(please explain relationship to the district)

III. Description of the Conduct You are Reporting

In your own words, please do your best to describe the conduct you are reporting as clearly as possible. Please attach additional pages if necessary:

When did the reported conduct occur? (Please provide the specific date(s) and time(s) if possible):

Where did the reported conduct take place?

Please provide the name(s) of any person(s) who was/were present, even if for only part of the time.

Please provide the name(s) of any other person(s) that may have knowledge or related information surrounding the reported conduct.

Have you reported this conduct to any other individual prior to giving this report?

□Yes □ No

If yes, who did you tell about it?

If you are the victim of the reported conduct, how has this affected you?

I affirm that the information reported above is true to the best of my knowledge, information and belief.

_____	_____
Signature of Person Making the Report	Date
_____	_____
Received By	Date

FOR OFFICIAL USE ONLY

This section is to be completed by the Title IX Coordinator based on reviewing the report with the complainant or other individual making the report.

The purpose of this form is to assist the Title IX Coordinator in gathering information necessary to properly assess the circumstances surrounding the reported conduct to determine if the allegations fall under the definition of Title IX sexual harassment or if the matter merits review and action under other Board policies. The Title IX Coordinator shall gather as much information as possible in cases of incomplete or anonymous reports to assess the report.

Upon receipt of the report, The Title IX Coordinator shall promptly contact the complainant regarding the report to gather additional information as necessary, and to discuss the availability of supportive measures as described in Policy 404.12. The Title IX Coordinator shall consider the complainant's wishes with respect to supportive measures.

I. Reporter Information:

Name: _____

Address: _____

Phone Number: _____

School Building: _____

Reporter is a:

□ Student □ Parent/Guardian □ Employee □ Volunteer □ Visitor

□ Other _____(please explain relationship to the district)

If the reporter is not the victim of the reported conduct, please identify the alleged victim:

Name: _____

The alleged victim is: □ Reporter's Child □ Another Student □ Another Employee

□ Other: _____(please explain relationship to the alleged victim)

II. Respondent Information

Please state the name(s) of the individual(s) believed to have conducted the reported violation:

Name(s):

The reported respondent(s) is/are:

□ Student(s) □ Employee(s)

□ Other _____(please explain relationship to the district)

III. Level of Report:

□ Informal □ Formal (see additional information below on Title IX formal complaints)

IV. Type of Report:

□ Title IX Sexual Harassment □ Discrimination □ Retaliation □ Bullying

□ Hazing □ Dating Violence □ Other _____

Nature of the Report (check all that apply):

□ Race
□ Color
□ Religion
□ Sexual Orientation
□ National Origin
□ Marital Status
□ Handicap/Disability
□ Hazing
□ Veteran Status
□ Age
□ Creed
□ Sex
□ Sexual Harassment (Title IX)
□ Ancestry
□ Pregnancy
□ Bullying
□ Dating Violence
□ Genetic Background

V. Reported Conduct

Describe the reported conduct below, including specific actions, dates, times, locations and any other details necessary to properly assess the reported incident(s).

How often did the conduct occur?

Is it being repeated? □ Yes □ No

Do the circumstances involve a student identified as a student with a disability under the Individuals with Disabilities Education Act or Section 504 of the Rehabilitation Act?

□ No.

□ Yes, please identify the student with a disability and contact the Director of Special Education.

Director of Special Education was contacted: _____

How has the conduct affected the alleged victim's ability to fully participate in the school's academic, programs, activities or school employment?

What is the alleged victim's relationship with the alleged respondent?

Insert names, descriptions, and/or contact information of individuals believed to have observed the conduct or who otherwise may have knowledge of the conduct and/or related circumstances.

Additional observations or evidence including pictures, texts, emails, video or other information submitted to the Title IX Coordinator.

VI. Safety Concerns

Are there safety concerns that may require Emergency Removal of or Administrative Leave for a respondent? (This requires an individualized safety and risk analysis as to whether there is an immediate threat to the physical health or safety of a student or other individual.)

□ No.

□ Yes, please describe:

VII. Other Reports

Has the conduct been reported to the police or any other agency?

□ No

□ Yes Date reported: _____ Agency: _____

VIII. Identification of Policies Implicated by Reported Conduct

Check all that apply:

□ Policy 103.00 Equal Educational Opportunity
□ Policy 402.01 Equal Opportunity Employment
□ Policy 404.06 Harassment (Employees)
□ Policy 404.12 Title IX Sexual Harassment
□ Policy 247. Hazing
□ Policy 249. Bullying
□ Policy 252. Dating Violence
□ Other _____

To meet the definition of Title IX sexual harassment, the conduct must have taken place during a district education program or activity involving a person in the United States. An **education program or activity** includes the locations, events or circumstances over which the district exercises substantial control over both the respondent and the context in which the sexual harassment occurs. Title IX applies to all of a district's education programs or activities, whether such programs or activities occur on-campus or off-campus.

Did the incident occur during a during a school program or activity involving a person in the United States?

□ Yes

□ No

To meet the definition of Title IX sexual harassment, the conduct needs to satisfy one or more of the following (please check all that apply):

□ A district employee conditioning the provision of an aid, benefit, or district service on an individual's participation in unwelcome sexual conduct, commonly referred to as quid pro quo sexual harassment.

□ Unwelcome conduct determined by a reasonable person to be so severe, pervasive and objectively offensive that it effectively denies a person equal access to a district education program or activity.

□ Sexual assault, dating violence, domestic violence or stalking.

Dating violence means violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim and where the existence of such a relationship is determined by the following factors:

- Length of relationship.
- Type of relationship.
- Frequency of interaction between the persons involved in the relationship.

Domestic violence includes felony or misdemeanor crimes of violence committed by a current or former spouse or intimate partner of the victim, by a person with whom the victim shares a child in common, by a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner, by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction receiving federal funding, or by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction.

Sexual assault means a sexual offense under a state or federal law that is classified as a forcible or nonforcible sex offense under the uniform crime reporting system of the Federal Bureau of Investigation.

Stalking means stalking on the basis of sex, for example when the stalker desires to date a victim. Stalking means to engage in a course of conduct directed at a specific person that would cause a reasonable person to either:

1. Fear for their safety or the safety of others.
2. Suffer substantial emotional distress.

IX. Recommended Course of Action

After consultation with the complainant and consideration of the reported information, the Title IX Coordinator directs the report to proceed under the provisions of (check all that apply):

□ No further action at this time. Reason:

□ Policy 103.00 Equal Educational Opportunity
□ Policy 402.01 Equal Opportunity Employment
□ Policy 404.06 Harassment (Employees)
□ Policy 404.12 Title IX Sexual Harassment
□ Policy 247. Hazing
□ Policy 249. Bullying
□ Policy 252. Dating Violence
□ Other _____

X. Title IX Information to Complainant

What supportive measures were discussed with the complainant, and what were the complainant's wishes with respect to supportive measures?

Upon designating a course of action under Title IX sexual harassment, the Title IX Coordinator will promptly:

1. Explain to the complainant the process for filing a formal complaint.

2. Inform the complainant of the continued availability of supportive measures with or without the filing of a formal complaint.

3. The Title IX Coordinator shall contact a student complainant's parents/guardians and provide them with information regarding the report and Title IX sexual harassment procedures and grievance process for formal complaints.

   If the complainant/reporter, school staff or others with professional knowledge relating to the complainant's health and well-being indicate that notifying the parents/guardians could cause serious harm to the health or well-being of the complainant or other person(s), the Title IX Coordinator will determine, in consultation with such individuals and upon advice of legal counsel, whether to withhold or delay notification of the report from the complainant's parents/guardians.

4. Determine what supportive measures may be offered to the respondent.

5. Determine whether the complainant wishes this report to be treated as a formal complaint.

XI. Title IX Coordinator Signature

I recommend the above course of action based on my consultation with the complainant and the information available at this time.

Title IX Coordinator: _____

Date: _____

XII. Title IX Formal Complaint Action

The Title IX Coordinator shall have the complainant check the appropriate box and sign and date below to indicate whether or not the complainant wishes to have this form serve as a formal complaint pursuant to Title IX.

I would like my report to be treated as a formal complaint pursuant to Title IX.

□ Yes □ No

Complainant's Signature: _____

Date: _____

If the complainant does not wish this report to be treated as a formal complaint pursuant to Title IX, the Title IX Coordinator must assess whether actions limited to supportive measures are a sufficient response to alleged behavior, or whether a formal complaint process is necessary to investigate and address the situation adequately. For example, if disciplinary action would be warranted if allegations are true, if the respondent is an employee, or if further investigation is needed to assess the extent of the behavior and impact on others, it may be clearly unreasonable not to initiate the formal complaint process. The Title IX Coordinator may consult with the school solicitor and other district officials in making this decision.

As Title IX Coordinator, I have determined that, notwithstanding the complainant's preference, it is necessary to proceed with the Title IX Sexual Harassment Formal Complaint for the following reasons:

Therefore, I am signing this form for the purpose of serving as the formal complaint initiating that process:

Title IX Coordinator's Signature: _____

Date: _____

TITLE IX SEXUAL HARASSMENT PROCEDURES

The Board requires the following procedures to be followed for the prompt and equitable resolution of student and employee complaints alleging any action that would be prohibited as sexual harassment by Title IX. The Board directs the process to be published in accordance with all statutory and regulatory requirements.

Definitions

The following definitions apply for Title IX policies and procedures:

"Actual knowledge:" notice of sexual harassment or allegations of sexual harassment to the District's Title IX Coordinator or any official of the District who has authority to institute corrective measures on behalf of the District, or to any employee of an elementary or secondary school.

"Education program or activity:" includes locations, events or circumstances over which the District exercised substantial control over both the individual who has been reported to be the perpetrator of conduct that could constitute sexual harassment, and the context in which the sexual harassment occurs.

"Complainant:" an individual who is alleged to be the victim of conduct that could constitute sexual harassment.

"Respondent:" an individual who has been reported to be the perpetrator of conduct that could constitute sexual harassment.

"Formal complaint:" a document filed by a Complainant or signed by the Title IX Coordinator alleging sexual harassment against a Respondent and requesting that the District investigate the allegation of sexual harassment.

"Supportive measures:" non-disciplinary, non-punitive individualized services offered as appropriate, as reasonably available and without fee or charge to the Complainant or Respondent before or after the filing of a formal complaint or where no formal complaint has been filed.

For purposes of this policy and the grievance process, "Title IX sexual harassment" means conduct on the basis of sex that satisfies one or more of the following:

1. A District employee conditioning the provision of an aid, benefit, or service of the District on an individual's participation in unwelcome sexual conduct;

2. Unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the District's education program or activity; or

3. "Sexual assault" as defined in 20 USC 1092(f)(6)(A)(v), "dating violence" as defined in 34 USC 12291(a)(10), "domestic violence" as defined in 34 USC 12291(a)(8) or "stalking" as defined in 34 USC 12291(a)(30). These definitions are included in the procedures to this policy.

   A. "Dating violence" means violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim and where the existence of such a relationship is determined by the following factors:

      i. Length of relationship.

      ii. Type of relationship.

      iii. Frequency of interaction between the persons involved in the relationship.

   B. "Domestic violence" includes felony or misdemeanor crimes of violence committed by a current or former spouse or intimate partner of the victim, by a person with whom the victim shares a child in common, by a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner, by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction receiving federal funding, or by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction.

   C. "Sexual assault" means a sexual offense under state or federal law that is classified as a forcible or nonforcible sex offense under the uniform crime reporting system of the Federal Bureau of Investigation.

   D. "Stalking," under Title IX means stalking on the basis of sex, for example when the stalker desires to date a victim. Stalking means to engage in a course of conduct directed at a specific person that would cause a reasonable person to either:

      i. Fear for their safety or the safety of others.

      ii. Suffer substantial emotional distress.

District Requirements

When the District has actual knowledge of sexual harassment in an education program or activity of the District, the District will respond promptly in a manner that is not deliberately indifferent. When the harassment or discrimination on the basis of sex does not meet the definition of sexual harassment, the Title IX Coordinator will direct the individual to the applicable sex discrimination process for investigation.

The District treats individuals who are alleged to be the victim (Complainant) and perpetrator (Respondent) of conduct that could constitute sexual harassment equitably by offering supportive

measures. Supportive measures are designed to restore or preserve equal access to the District's education program or activity without unreasonably burdening the other party, including measures designed to protect the safety of all parties or the District's educational environment, or deter sexual harassment. Supportive measures may include counseling or employee assistance program, extensions of deadlines or other course-related adjustments, modifications of work or class schedules, mutual restrictions on contact between the parties, leaves of absence, increased security and monitoring of certain areas of the District's property, campus escort services, assistance from domestic violence or rape crisis programs, assistance from community health resources, changes in work locations and other similar measures.

For students, supportive measures may also include assessments or evaluations to determine eligibility for special education or related services, or the need to review an Individualized Education Program (IEP) or Section 504 Service Agreement based on a student's behavior. This could include, but is not limited to, a manifestation determination or functional behavioral assessment (FBA), in accordance with applicable law, regulations or Board policy.

The Title IX Coordinator is responsible for coordinating the effective implementation of supportive measures. Upon the receipt of a complaint, the Title IX Coordinator must promptly contact the Complainant to discuss the availability of supportive measures, consider the Complainant's wishes with respect to supportive measures, inform the Complainant of the availability of supportive measures with or without the filing of a formal complaint, and explain to the Complainant the process for filing a formal complaint. If the District does not provide the Complainant with supportive measures, then the District must document the reasons why such a response was not clearly unreasonable in light of the known circumstances.

Timelines

The District has established reasonably prompt time frames for the conclusion of the grievance process, including time frames for filing and resolving appeals and informal resolution processes. The grievance process may be temporarily delayed or extended for good cause. Good cause may include considerations such as the absence of a party, a party's advisor, or a witness; concurrent law enforcement activity; or the need for language assistance or accommodation of disabilities. In the event the grievance process is temporarily delayed for good cause, the District will provide written notice to the Complainant and the Respondent of the delay or extension and the reasons for the action.

Response to a Formal Complaint

At the time of filing a formal complaint, a Complainant must be participating in or attempting to participate in the education program or activity of the District with which the formal complaint is filed. A formal complaint may be filed with the Title IX Coordinator in person, by mail, by electronic mail, or other means designated by the District. The District must follow the formal complaint process before the imposition of any disciplinary sanctions or other actions that are not supportive measures.

Upon receipt of a formal complaint, the District must provide written notice to the known parties including:

1. Notice of the allegations of sexual harassment, including information about the identities of the parties involved in the incident, the conduct allegedly constituting sexual harassment, the date and location of the alleged incident, and any sufficient details known at the time. Such notice must be provided with sufficient time to prepare a response before any initial interview;

2. An explanation of the District's investigation procedures, including any informal resolution process;

3. A statement that the Respondent is presumed not responsible for the alleged conduct and that a determination regarding responsibility will be made by the decision-maker at the conclusion of the investigation;

4. Notice to the parties that they may have an advisor of their choice who may be, but is not required to be, an attorney, and may inspect and review any evidence and

5. Notice to the parties of any provision in the District's code of conduct or policy that prohibits knowingly making false statements or knowingly submitting false information.

If, in the course of an investigation, the District decides to investigate allegations about the Complainant or Respondent that are not included in the notice initially provided, notice of the additional allegations must be provided to known parties.

The District may consolidate formal complaints as to allegations of sexual harassment against more than one Respondent, or by more than one Complainant against one or more Respondents, or by one party against the other party, where the allegations of sexual harassment arise out of the same facts or circumstances.

Emergency Response Measures

Nothing in this policy precludes the District from removing a Respondent from the District's education program or activity on an emergency basis, provided that the District undertakes an individualized safety and risk analysis, determines that an immediate threat to the physical health or safety of any student or other individual arising from the allegations of sexual harassment justifies removal, and provides the Respondent with notice and an opportunity to challenge the decision immediately following the removal. Nor does it preclude the District from placing a non-student employee Respondent on administrative leave while awaiting the determination of the complaint procedures. This provision may not be construed to modify any rights under the Individuals with Disabilities Education Act, Section 504 of the Rehabilitation Act of 1973, or the Americans with Disabilities Act.

Investigation of a Formal Complaint

When investigating a formal complaint and throughout the grievance process, the District must:

1. Ensure that the burden of proof and the burden of gathering evidence sufficient to reach a determination regarding responsibility rests on the District and not the parties;

2. Provide an equal opportunity for the parties to present witnesses and evidence;

3. Not restrict either party's ability to discuss the allegations under investigation or to gather and present relevant evidence;

4. Allow the parties to be accompanied with an advisor of the party's choice who may be, but is not required to be, an attorney. The District may establish restrictions regarding the extent to which the advisor may participate in the proceedings, as long as the restrictions apply equally to both parties;

5. Provide written notice of the date, time, location, participants, and purpose of any interview or meeting at which a party is expected to participate, with sufficient time for the party to prepare to participate;

6. Provide the parties equal access to review all the evidence collected which is directly related to the allegations raised in a formal complaint and comply with the review periods outlined in this process;

7. Objectively evaluate all relevant evidence without relying on sex stereotypes;

8. Ensure that Title IX Coordinators, investigators, decision-makers and individuals who facilitate an informal resolution process, do not have a conflict of interest or bias for or against Complainants or Respondents generally or an individual Complainant or Respondent;

9. Not make creditability determinations based on the individual's status as Complainant, Respondent or witness;

10. Not use questions or evidence that constitute or seek disclosure of privileged information unless waived.

Dismissal of Formal Complaints

If the conduct alleged in the formal complaint would not constitute sexual harassment even if proved, did not occur in the District's education program or activity, or did not occur against a person in the United States, then the District must dismiss the formal complaint with regard to that conduct for purposes of sexual harassment under this policy.

The Title IX Coordinator also may dismiss the formal complaint or any allegations therein at any time during the investigation or hearing, if applicable, when any of the following apply:

1. A Complainant provides written notification to the Title IX Coordinator that the Complainant would like to withdraw the formal complaint or any allegations therein;

2. The Respondent is no longer enrolled or employed by the District; or

3. Specific circumstances prevent the District from gathering evidence sufficient to reach a determination as to the formal complaint or allegations therein.

Upon dismissal, the Title IX Coordinator promptly sends written notice of the dismissal and the reasons for dismissal simultaneously to both parties.

Evidence Review

The District provides both parties an equal opportunity to inspect and review any evidence obtained as part of the investigation so that each party can meaningfully respond to the evidence prior to the conclusion of the investigation. The evidence provided by the District must include evidence that is directly related to the allegations in the formal complaint, evidence upon which the District does not intend to rely in reaching a determination regarding responsibility, and any inculpatory or exculpatory evidence whether obtained from a party or other source. Prior to completion of the investigative report, the Title IX Coordinator must send to each party and the party's advisor, if any, the evidence subject to inspection and review in an electronic format or a hard copy. The parties have 10 calendar days to submit a written response to the Title IX Coordinator, which the investigator will consider prior to completion of the investigative report.

Investigative Report

The investigator must prepare an investigative report that fairly summarizes relevant evidence and send the report to the Title IX Coordinator. The Title IX Coordinator must send to each party and the party's advisor, if any, the investigative report in an electronic format or a hard copy, for their review and written response. The parties have 10 calendar days to submit a written response to the Title IX Coordinator.

Decision-Maker's Determination

The investigative report is submitted to the decision-maker. The decision-maker cannot be the same person(s) as the Title IX Coordinator or the investigator. The decision-maker cannot hold a hearing or make a determination regarding responsibility until 10 calendar days from the date the Complainant and Respondent receive the investigator's report.

Prior to reaching a determination regarding responsibility, the decision-maker must afford each party the opportunity to submit written, relevant questions that a party wants asked of any party or witness, provide each party with the answers, and allow for additional, limited follow-up

questions from each party. Questions and evidence about the Complainant's sexual predisposition or prior sexual behavior are not relevant, unless such questions and evidence about the Complainant's prior sexual behavior are offered to prove that someone other than the Respondent committed the conduct alleged by the Complainant, or if the questions and evidence concern specific incidents of the Complainant's prior sexual behavior with respect to the Respondent and are offered to prove consent. Questions must be submitted to the Title IX Coordinator within three calendar days from the date the Complainant and Respondent receive the investigator's report.

The decision-maker must issue a written determination regarding responsibility based on a preponderance of the evidence standard. The decision-maker's written determination must:

1. Identify the allegations potentially constituting sexual harassment;

2. Describe the procedural steps taken, including any notifications to the parties, interviews with parties and witnesses, site visits, methods used to gather evidence, and hearings held;

3. Include the findings of fact supporting the determination;

4. Draw conclusions regarding the application of any District policies and/or code of conduct rules to the facts;

5. Address each allegation and a resolution of the complaint including a determination regarding responsibility, the rationale therefor, any recommended disciplinary sanction(s) imposed on the Respondent, and whether remedies designed to restore or preserve access to the educational program or activity will be provided by the District to the Complainant and

6. The procedures and permissible bases for the Complainant and/or Respondent to appeal the determination.

A copy of the written determination must be provided to both parties simultaneously, and generally will be provided within 60 calendar days from the District's receipt of a formal complaint.

The determination regarding responsibility becomes final either on the date that the District provides the parties with the written determination of the result of the appeal, if an appeal is filed, or if an appeal is not filed, the date on which an appeal would no longer be considered timely.

Where a determination of responsibility for sexual harassment has been made against the Respondent, the District will provide remedies to the Complainant that are designed to restore or preserve equal access to the District's education program or activity. Such remedies may include supportive measures; however, remedies need not be non-disciplinary or non-punitive and need not avoid burdening the Respondent. The Title IX Coordinator is responsible for effective implementation of any remedies. Following any determination of responsibility, the District may

implement disciplinary sanctions in accordance with State or Federal law and or/the negotiated agreement.

A student who is determined to be responsible for violation of this policy shall be subject to appropriate disciplinary action consistent with school policies and regulations, which may include but is not limited to loss of school privileges, permanent transfer to another school building, classroom or school bus, exclusion from school-sponsored activities, detention, suspension, expulsion, or referral to law enforcement officials.

An employee who violates this policy shall be subject to appropriate disciplinary action consistent with the applicable Board policy, collective bargaining agreement and individual contract, up to and including dismissal and/or referral to law enforcement officials.

Appeals

Either the Complainant or Respondent may appeal the decision-maker's determination regarding responsibility or a dismissal of a formal complaint, on the following bases:

1. Procedural irregularity that affected the outcome of the matter;

2. New evidence that was not reasonably available at the time that could affect the outcome; and

3. The Title IX Coordinator, investigator, or decision-maker had a conflict of interest or bias for or against Complainants or Respondents generally or an individual Complainant or Respondent that affected the outcome.

The request to appeal must be made in writing to the Title IX Coordinator within seven calendar days after the date of the written determination. The appeal decision-maker must not have a conflict of interest or bias for or against Complainants or Respondents generally or an individual Complainant or Respondent and cannot be the Title IX Coordinator, the investigator, or the decision-maker from the original determination.

The appeal decision-maker must notify the other party in writing when an appeal is filed and give both parties a reasonable equal opportunity to submit a written statement in support of, or challenging, the outcome. After reviewing the evidence, the appeal decision-maker must issue a written decision describing the result of the appeal and the rationale for the result. The decision must be provided to both parties simultaneously, and generally will be provided within 10 calendar days from the date the appeal is filed.

Informal resolution process

Except when concerning allegations that an employee sexually harassed a student, at any time during the formal complaint process and prior to reaching a determination regarding responsibility, the District may facilitate an informal resolution process, such as mediation, that

does not involve a full investigation and determination of responsibility, provided that the District:

1. Provides to the parties a written notice disclosing:

   A. The allegations;

   B. The requirements of the informal resolution process including the circumstances under which it precludes the parties from resuming a formal complaint arising from the same allegations, provided, however, that at any time prior to agreeing to a resolution, any party has the right to withdraw from the informal resolution process and resume the Title IX formal complaint process with respect to the formal complaint and

   C. Any consequences resulting from participating in the informal resolution process, including the records that will be maintained or could be shared.

2. Obtains the parties' voluntary, written consent to the informal resolution process.

The informal resolution process generally will be completed within 30 calendar days unless the parties and the Title IX Coordinator mutually agree to temporarily delay or extend the process. The formal grievance process timelines are stayed during the parties' participation in the informal resolution process. If the parties do not reach resolution through the informal resolution process, the parties will resume the formal complaint grievance process, including timelines for resolution, at the point they left off.

Recordkeeping

The District must maintain for a period of seven years records of:

1. Each sexual harassment investigation, including any determination regarding responsibility, any disciplinary sanctions imposed on the Respondent, and any remedies provided to the Complainant designed to restore or preserve equal access to the District's education program or activity;

2. Any appeal and its result;

3. Any informal resolution and its result; and

4. All materials used to train Title IX Coordinators, investigators, decision-makers, and any person who facilitates an informal resolution process. The District must make these training materials publicly available on its website.

The District must create, and maintain for a period of seven years, records of any actions, including any supportive measures, taken in response to a report or formal complaint of sexual harassment. In each instance, the District must document the basis for its conclusion that its

response was not deliberately indifferent, and document that it has taken measures designed to restore or preserve equal access to the District's education program or activity.

EMPLOYEE CONDUCT AND APPEARANCE

Employees are role models for the students who come in contact with them during and after school hours. The board recognizes the positive effect employees can have on students in this capacity. To this end, the board strongly suggests and encourages employees to dress themselves, groom themselves and conduct themselves in a manner appropriate to the educational environment.

Employees shall conduct themselves in a professional manner. Employees shall dress in attire appropriate for their position. Clothing should be neat, clean, and in good taste. Discretion and common sense call for an avoidance of extremes which would interfere with or have an effect on the educational process.

Certificated employees of the school district shall follow the code of ethics for their profession as established by the Nebraska Professional Practices Commission.

Every report of alleged violations of employee conduct policies that can be interpreted at the outset to fall within the protections of laws against discrimination shall be handled as a joint, concurrent investigation into all allegations and coordinated with the full participation of the Compliance Officer and Title IX Coordinator. If, in the course of an ongoing employee conduct investigation, potential issues of discrimination are identified, the Title IX Coordinator shall be promptly notified, and the investigation shall be conducted jointly and concurrently to address the issues of alleged discrimination as well as the incidents of alleged violations of employee conduct policies.

Legal Reference: NDE Rule 27

Cross Reference:
305 Administrative Code Of Ethics
402.02 Employee Orientation
404.06 Harassment by Employees
404.07 Substance-Free Workplace
408 Certificated Employee Termination of Employment
414 Support Staff Termination of Employment

Approved _____ Reviewed _____ Revised _____

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OBJECTIVES FOR EQUAL EDUCATIONAL OPPORTUNITIES FOR STUDENTS

This section of the board policy manual is devoted to the board's goals and objectives for assisting the students of the school district in obtaining an education. Each student shall have an opportunity to obtain an education in compliance with the policies in this series. It is the goal of the board to develop a healthy social, intellectual, emotional, and physical self-concept in the students enrolled in the school district. Each student attending school will have the opportunity to use it and its education program and services as a means for self-improvement and individual growth. In so doing, the students are expected to conduct themselves in a manner that assures each student the same opportunity.

The board supports the delivery of the education program and services to students free of discrimination on the basis of race, color, national origin, sex, disability, religion or marital status, sexual orientation or gender identity and provides equal access to the Boy Scouts and other designated youth groups. This concept of equal educational opportunity serves as a guide for the board and employees in making decisions relating to school district facilities, employment, selection of educational materials, equipment, curriculum, and regulations affecting students.

Board policies, rules and regulations affect students while they are on school district property or on property within the jurisdiction of the school district; while on school owned, operated, or chartered transportation; while attending or engaged in school activities; and while away from school grounds if misconduct will directly affect the good order, efficient management and educational processes of the school district.

This section of the board policy refers to the term "parents" in many of the policies. The term parents for purposes of this policy manual shall mean the legal parents. It shall also mean the legal guardian or custodian of a student and students who have reached the age of majority or are otherwise considered an adult by law.

Inquiries by students regarding compliance with equal educational opportunity laws and policies, including but not limited to complaints of discrimination, shall be directed to the Compliance Coordinators or the building principal.

Inquiries may also be directed in writing to the Director of the Kansas Office of Civil Rights, U.S. Department of Education, One Petticoat Lane, 1010 Walnut Street, Suite 320, Kansas City, MO 64106, (816) 268-0550, the Nebraska Equal Opportunity Commission, State Office Building, 301 Centennial Mall South, 5th floor, P.O. Box 94394, Lincoln, NE 68509-4934, (402) 471-2024 or (800) 642-6112 or by email to OCR.KansasCity@ed.gov. This inquiry or complaint to the federal or state office may be done instead of, or in addition to, an inquiry or complaint at the local level.

Every report of alleged violations of this policy that can be interpreted at the outset to fall within the protections of laws against discrimination shall be handled as a joint,
Approved _____ Reviewed _____ Revised _____

concurrent investigation into all allegations and coordinated with the full participation of the Compliance Officer and Title IX Coordinator. If, in the course of an ongoing investigation of this policy, potential issues of sexual harassment or discrimination are identified, the Title IX Coordinator shall be promptly notified, and the investigation shall be conducted jointly and concurrently to address the issues of alleged sexual harassment or discrimination as well as the incidents of alleged violations of this policy.

Further information and copies of the procedures for filing a complaint are available in the school district's central administrative office and the administrative office in each attendance center.

Legal Reference:
Sect. 504 of the Rehabilitation Act of 1973
20 U.S.C. §1681 et seq. (1994)
34 C.F.R. §104 et seq.
34 C.F.R. §160 et seq.
Neb. Statute 79-2,114 et seq. (Neb. Equal Opportunity in Education Act).

Cross Reference:
100 District Organization and Basic Commitments

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Board policies, rules and regulations affect students while they are on school district property or on property within the jurisdiction of the school district; while on school owned, operated, or chartered transportation; while attending or engaged in school activities; and while away from school grounds if misconduct will directly affect the good order, efficient management and educational processes of the school district.

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concurrent investigation into all allegations and coordinated with the full participation of the Compliance Officer and Title IX Coordinator. If, in the course of an ongoing investigation of this policy, potential issues of sexual harassment or discrimination are identified, the Title IX Coordinator shall be promptly notified, and the investigation shall be conducted jointly and concurrently to address the issues of alleged sexual harassment or discrimination as well as the incidents of alleged violations of this policy.

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Sect. 504 of the Rehabilitation Act of 1973
20 U.S.C. §1681 et seq. (1994)
34 C.F.R. §104 et seq.
34 C.F.R. §160 et seq.
Neb. Statute 79-2,114 et seq. (Neb. Equal Opportunity in Education Act).

Cross Reference:
100 District Organization and Basic Commitments

STUDENT CONDUCT

The board believes inappropriate student conduct causes serious disruption to the learning environment, interferes with the rights of others, and threatens the health and safety of students, employees and the public. The Superintendent and staff will develop and implement age-appropriate student codes of conduct to facilitate the educational process.

Students shall conduct themselves in a manner fitting to their age level and maturity and with respect and consideration for the rights of others while on school district property or on property within the jurisdiction of the school district. This policy will also apply while on school owned, operated or chartered transportation; while attending or engaged in school activities; and while away from school grounds if misconduct will directly affect the good order, efficient management and educational processes of the school district.

Students who violate this policy and the administrative regulations supporting it will be subject to disciplinary measures including, but not limited to, removal from the classroom, detention, suspension, probation and expulsion. The codes of conduct will include measures to prevent or discourage behavior which interferes with the educational program, behavior which disrupts the orderly and efficient operation of the school or the functioning of school activities, behavior which interferes with the maintenance of a learning environment, behavior that is violent or destructive, or behavior which interferes with the rights of other students to pursue their education. Procedures will be available to allow rights of due process for all students.

Every report of alleged violations of student conduct policies that can be interpreted at the outset to fall within the protections of laws against discrimination shall be handled as a joint, concurrent investigation into all allegations and coordinated with the full participation of the Compliance Officer and Title IX Coordinator. If, in the course of an ongoing student conduct investigation, potential issues of discrimination are identified, the Title IX Coordinator shall be promptly notified, and the investigation shall be conducted jointly and concurrently to address the issues of alleged discrimination as well as the incidents of alleged violations of student conduct policies.

This disciplinary process is designed to create the expectation that the degree of discipline imposed by the school will be proportionate to the severity of the behavior of the particular student, the previous discipline history of the student and other relevant factors. It will also include parental involvement processes designed to enable parents, guardians, teachers and school administrators to work together to improve and enhance appropriate student behavior and academic performance. All student codes of conduct shall be submitted to the board for approval or review.

Approved _____ Reviewed _____ Revised _____

The code of conduct will be included in the student handbook, and a parent/guardian will sign and promptly return an acknowledgement of receipt of the handbook which specifically mentions the student code of conduct.

Legal Reference: Goss v. Lopez, 419 U.S. 565 (1975).
Neb. Statute 79-2,114 et seq. (Nebr. Equal Opportunity in Education Act)
79-254 et seq. (Student Discipline Act)

~~Approved~~ _____ ~~Reviewed~~ _____ ~~Revised~~ _____

Cross Reference: 503 Student Attendance
506 Student Activities
1005.02 Parent Relations Goals

STUDENT CONDUCT

The board believes inappropriate student conduct causes serious disruption to the learning environment, interferes with the rights of others, and threatens the health and safety of students, employees and the public. The Superintendent and staff will develop and implement age-appropriate student codes of conduct to facilitate the educational process.

Students shall conduct themselves in a manner fitting to their age level and maturity and with respect and consideration for the rights of others while on school district property or on property within the jurisdiction of the school district. This policy will also apply while on school owned, operated or chartered transportation; while attending or engaged in school activities; and while away from school grounds if misconduct will directly affect the good order, efficient management and educational processes of the school district.

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Approved _____ Reviewed _____ Revised _____

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Legal Reference: Goss v. Lopez, 419 U.S. 565 (1975).
Neb. Statute 79-2,114 et seq. (Nebr. Equal Opportunity in Education Act)
79-254 et seq. (Student Discipline Act)

Cross Reference: 503 Student Attendance
506 Student Activities
1005.02 Parent Relations Goals

HAZING, INITIATION, SECRET SOCIETIES OR GANG ACTIVITIES

Hazing or initiation by any school organizations, groups, clubs, teams or individuals are prohibited unless specifically approved by the administration. Anyone engaging in hazing or initiation behavior will be subject to disciplinary action up to and including expulsion.

Hazing is any activity by which a person intentionally or recklessly endangers the physical or mental health or safety of an individual for the purpose of initiation into, admission into, affiliation with, or continued membership with any school organization. Such hazing activity includes whipping, beating, branding, an act of sexual penetration, an exposure of the genitals of the body done with intent to affront or alarm any person, a lewd fondling or caressing of the body of another person, forced and prolonged calisthenics, prolonged exposure to the elements, forced consumption of any food, liquor, beverage, drug, or harmful substance not generally intended for human consumption, prolonged sleep deprivation, or any brutal treatment or the performance of any unlawful act which endangers the physical or mental health or safety of any person or the coercing of any such activity.

Every report of alleged hazing or initiation that can be interpreted at the outset to fall within the protections of laws against discrimination shall be handled as a joint, concurrent investigation into all allegations and coordinated with the full participation of the Compliance Officer and Title IX Coordinator. If, in the course of an ongoing hazing or initiation investigation, potential issues of discrimination are identified, the Title IX Coordinator shall be promptly notified, and the investigation shall be conducted jointly and concurrently to address the issues of alleged discrimination as well as the incidents of alleged hazing or initiation.

The Board of Education prohibits the organization of school-sponsored fraternities, sororities or secret organizations wherein membership is determined by members themselves rather than on the basis of free choice. The Board considers those organizations or memberships in those organizations detrimental to the good conduct and discipline of the school. Interference with the instructional program of the district by those groups will not be condoned, and no organizational activities are permitted under the sponsorship of the school district or its personnel.

In addition, the use of hand signals, graffiti, or the presence of any apparel, jewelry, accessory, or manner of grooming which, by virtue of its color, arrangement, trademark, symbol, or any other attribute which indicates or implies membership or affiliation with such a group, is disruptive of a positive learning environment and will not be tolerated.

Legal Reference: Neb. Statute 79-2,101 to 2,102
Cross Reference: 505 Student Discipline
506 Student Activities

Approved _____ Reviewed _____ Revised _____

HAZING, INITIATION, SECRET SOCIETIES OR GANG ACTIVITIES

Hazing or initiation by any school organizations, groups, clubs, teams or individuals are prohibited unless specifically approved by the administration. Anyone engaging in hazing or initiation behavior will be subject to disciplinary action up to and including expulsion.

Hazing is any activity by which a person intentionally or recklessly endangers the physical or mental health or safety of an individual for the purpose of initiation into, admission into, affiliation with, or continued membership with any school organization. Such hazing activity includes whipping, beating, branding, an act of sexual penetration, an exposure of the genitals of the body done with intent to affront or alarm any person, a lewd fondling or caressing of the body of another person, forced and prolonged calisthenics, prolonged exposure to the elements, forced consumption of any food, liquor, beverage, drug, or harmful substance not generally intended for human consumption, prolonged sleep deprivation, or any brutal treatment or the performance of any unlawful act which endangers the physical or mental health or safety of any person or the coercing of any such activity.

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Legal Reference: Neb. Statute 79-2,101 to 2,102
Cross Reference: 505 Student Discipline
506 Student Activities

Approved _____ Reviewed _____ Revised _____

HARASSMENT

Harassment of employees, students, volunteers or visitors will not be tolerated in the school district. This policy is in effect while students are on school grounds, school district property, or on property within the jurisdiction of the school district; while on school-owned and/or school-operated transportation; while attending or engaged in school activities; and while away from school grounds if the misconduct directly affects the good order, efficient management and welfare of the school district.

Harassment includes, but is not limited to, race, religion, national or ethnic origin, color, marital status, disability, sex, veteran status, age, pregnancy, childbirth or related medical condition, sexual orientation or gender identity, or other prohibited status. Harassment by board members, administrators, employees, parents, vendors, and others doing business with the school district is prohibited. Students whose behavior is found to be in violation of this policy will be subject to the investigation procedure which may result in discipline, up to and including, suspension and expulsion.

Harassment on the basis of race, religion, national or ethnic origin, color, marital status, disability, sex, veteran status, age, pregnancy, childbirth or related medical condition, or other prohibited status means conduct of a verbal or physical nature that is designed to embarrass, distress, agitate, disturb or trouble individuals when:

- submission to such conduct is made either explicitly or implicitly a term or condition of a student's education or of an individual's participation in school programs or activities;
- submission to or rejection of such conduct by a student is used as the basis for decisions affecting the student; or
- such conduct has the purpose or effect of unreasonably interfering with an individual's performance or
- creating an intimidating, offensive or hostile learning or work environment.

Harassment as set forth above may include, but is not limited to the following:

- verbal, physical or written harassment or abuse or unwelcome communication implying sexual motives or intentions;;
- repeated remarks of a demeaning nature;
- implied or explicit threats concerning one's grades, achievements, etc.;
- demeaning jokes, stories, or activities directed at an individual;
- pressure for sexual activity; repeated remarks to a person with sexual or demeaning implications;
- unwelcome touching;
- unwelcome and offensive public sexual display of affection;
- suggesting or demanding sexual involvement, accompanied by implied or explicit threats concerning one's job, promotions, recommendations, etc.

Approved _____ Reviewed _____ Revised _____

The district will promptly and reasonably investigate allegations of harassment. The Compliance Coordinator or building principal will be responsible for receiving all complaints by students alleging harassment.

Every report of alleged violations of this policy that can be interpreted at the outset to fall within the protections of laws against discrimination shall be handled as a joint, concurrent investigation into all allegations and coordinated with the full participation of the Compliance Officer and Title IX Coordinator. If, in the course of an ongoing investigation of this policy, potential issues of sexual harassment or discrimination are identified, the Title IX Coordinator shall be promptly notified, and the investigation shall be conducted jointly and concurrently to address the issues of alleged sexual harassment or discrimination as well as the incidents of alleged violations of this policy.

Upon receiving a complaint, the investigator shall confer with the complainant to obtain an understanding and a statement of the facts. It shall be the responsibility of the investigator to promptly and reasonably investigate claims of harassment and to pass the findings on to the superintendent who shall complete such further investigation as deemed necessary and take such final action as appropriate. It is the intention of the district to complete its investigation within ten (10) working days after receiving a complaint unless extenuating circumstances such as unavailability of a witness or needing additional time because of the complexity of the investigation or the need to involve outside experts. The extended timeframe for investigation due to extenuating circumstances shall not exceed ten (10) days without the consent of the complainant, unless the alleged victim agrees to a longer time limit. Information regarding an investigation of harassment shall be confidential to the extent possible, and those individuals who are involved in the investigation shall not discuss information regarding the complaint outside the investigation process.

Retaliation against an individual because the individual has filed a harassment complaint or assisted or participated in a harassment investigation or proceeding is also prohibited. A student who is found to have retaliated against an individual in violation of this policy will be subject to discipline, up to and including, suspension and expulsion.

It shall also be the responsibility of the superintendent, in conjunction with the investigator and principals, to develop administrative rules regarding this policy. These rules will be printed and distributed to students and parents in the student handbook. The superintendent shall also be responsible for organizing training programs for students and employees. The training shall include how to recognize harassment and what to do in case an individual is harassed. The employee training will be documented in personnel files to ensure a record of training for each employee.

Legal References:
20 U.S.C. §§ 1221-1234i (1994)
20 U.S.C. § 1681 et seq.
29 U.S.C. § 794 (1994)
42 U.S.C. § 1983
42 U.S.C. §§ 2000d-2000d-7 (1994).

42 U.S.C. §§ 12101 et. seq. (1994).

Cross References:
404.06 Harassment by Employees
505 Student Discipline
507 Student Records

HARASSMENT ~~BY STUDENTS~~

Harassment of employees, students, volunteers~~staff~~ or visitors ~~by other students~~ will not be tolerated in the school district. This policy is in effect while students are on school grounds, school district property, or on property within the jurisdiction of the school district; while on school-owned and/or school-operated transportation; while attending or engaged in school activities; and while away from school grounds if the misconduct directly affects the good order, efficient management and welfare of the school district.

Harassment includes, but is not limited to, race, religion, national or ethnic origin, color, marital status, disability, sex, veteran status, age, pregnancy, childbirth or related medical condition, sexual orientation or gender identity, or other prohibited status. Harassment by board members, administrators, employees, parents, vendors, and others doing business with the school district is prohibited. Students whose behavior is found to be in violation of this policy will be subject to the investigation procedure which may result in discipline, up to and including, suspension and expulsion.

~~Sexual harassment means unwelcome sexual advances, requests for sexual favors and other verbal or physical conduct of a sexual nature when:~~

- ~~submission to such conduct is made either explicitly or implicitly a term or condition of a student's education or of an individual's participation in school programs or activities;~~
- ~~submission to or rejection of such conduct by a student is used as the basis for decisions affecting the student; or~~
- ~~such conduct has the purpose or effect of unreasonably interfering with an individual's performance or creating an intimidating, offensive or hostile learning or work environment.~~

~~Sexual harassment as set out above, may include, but is not limited to the following:~~

- ~~verbal or written harassment or abuse, or unwelcome communication implying sexual motives or intentions;~~
- ~~pressure for sexual activity; repeated remarks to a person with sexual or demeaning implications;~~
- ~~unwelcome touching;~~
- ~~unwelcome and offensive public sexual display of affection;~~
- ~~suggesting or demanding sexual involvement, accompanied by implied or explicit threats concerning one's~~ grades, achievements, etc.

Harassment on the basis of race, religion, national or ethnic origin, color, marital status, disability, sex, veteran status, age, pregnancy, childbirth or related medical condition, or

other prohibited status means conduct of a verbal or physical nature that is designed to embarrass, distress, agitate, disturb or trouble individuals when:

- submission to such conduct is made either explicitly or implicitly a term or condition of a student's education or of an individual's participation in school programs or activities;
- submission to or rejection of such conduct by a student is used as the basis for decisions affecting the student; or
- such conduct has the purpose or effect of unreasonably interfering with an individual's performance or
- creating an intimidating, offensive or hostile learning or work environment.

Harassment as set forth above may include, but is not limited to the following:

- verbal, physical or written harassment or abuse or unwelcome communication implying sexual motives or intentions;;~~;~~
- repeated remarks of a demeaning nature;
- implied or explicit threats concerning one's grades, achievements, etc.;
- demeaning jokes, stories, or activities directed at an individual;~~.~~
- pressure for sexual activity; repeated remarks to a person with sexual or demeaning implications;
- unwelcome touching;
- unwelcome and offensive public sexual display of affection;
- suggesting or demanding sexual involvement, accompanied by implied or explicit threats concerning one's job, promotions, recommendations, etc.

Approved _____ Reviewed _____ Revised _____

The district will promptly and reasonably investigate allegations of harassment. The Compliance Coordinator or~~The~~ building principal will be responsible for receiving~~handling~~ all complaints by students alleging harassment.

Every report of alleged violations of this policy that can be interpreted at the outset to fall within the protections of laws against discrimination shall be handled as a joint, concurrent investigation into all allegations and coordinated with the full participation of the Compliance Officer and Title IX Coordinator. If, in the course of an ongoing investigation of this policy, potential issues of sexual harassment or discrimination are identified, the Title IX Coordinator shall be promptly notified, and the investigation shall be conducted jointly and concurrently to address the issues of alleged sexual harassment or discrimination as well as the incidents of alleged violations of this policy.

Upon receiving a complaint, the investigator shall confer with the complainant to obtain an understanding and a statement of the facts. It shall be the responsibility of the investigator to promptly and reasonably investigate claims of harassment and to pass the findings on to the superintendent who shall complete such further investigation as deemed necessary and take such final action as appropriate. It is the intention of the district to complete its investigation within ten (10) working days after receiving a

complaint unless extenuating circumstances such as unavailability of a witness or needing additional time because of the complexity of the investigation or the need to involve outside experts. The extended timeframe for investigation due to extenuating circumstances shall not exceed ten (10) days without the consent of the complainant, unless the alleged victim agrees to a longer time limit. Information regarding an investigation of harassment shall be confidential to the extent possible, and those individuals who are involved in the investigation shall not discuss information regarding the complaint outside the investigation process.

Retaliation against an individual because the individual has filed a harassment complaint or assisted or participated in a harassment investigation or proceeding is also prohibited. A student who is found to have retaliated against an individual in violation of this policy will be subject to discipline, up to and including, suspension and expulsion.

It shall also be the responsibility of the superintendent, in conjunction with the investigator and principals, to develop administrative rules regarding this policy. These rules will be printed and distributed to students and parents in the student handbook. The superintendent shall also be responsible for organizing training programs for students and employees. The training shall include how to recognize harassment and what to do in case an individual is harassed. The employee training will be documented in personnel files to ensure a record of training for each employee.

Legal References:	20 U.S.C. §§ 1221-1234i (1994) 20 U.S.C. § 1681 et seq. 29 U.S.C. § 794 (1994) 42 U.S.C. § 1983 42 U.S.C. §§ 2000d-2000d-7 (1994). 42 U.S.C. §§ 12101 et. seq. (1994).
Cross References:	404.06 Harassment by Employees 505 Student Discipline 507 Student Records

BULLYING PREVENTION

The board recognizes the negative impact that bullying has on student health, welfare, safety, and the school's learning environment and prohibits such behavior. Bullying is defined as 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 his or her designee, at a designated school bus stop, or at school-sponsored activities or school-sponsored athletic events.

Bullying may constitute grounds for detention, suspension, expulsion or mandatory reassignment, subject to state and federal statutes and the district's student discipline and due process procedures.

Every report of alleged bullying that can be interpreted at the outset to fall within the protections of laws against discrimination shall be handled as a joint, concurrent investigation into all allegations and coordinated with the full participation of the Compliance Officer and Title IX Coordinator. If, in the course of an ongoing bullying investigation, potential issues of discrimination are identified, the Title IX Coordinator shall be promptly notified, and the investigation shall be conducted jointly and concurrently to address the issues of alleged discrimination as well as the incidents of alleged bullying.

It shall be the responsibility of the superintendent to implement appropriate programs or procedures for the purpose of educating students regarding bullying prevention.

This policy shall be reviewed annually.

Legal Reference: Neb. Statute 79-2,137

Cross Reference: 505 Student Discipline

Approved _____ Reviewed _____ Revised _____

BULLYING PREVENTION

The board recognizes the negative impact that bullying has on student health, welfare, safety, and the school's learning environment and prohibits such behavior. Bullying is defined as 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 his or her designee, at a designated school bus stop, or at school-sponsored activities or school-sponsored athletic events.

Bullying may constitute grounds for detention, suspension, expulsion or mandatory reassignment, subject to state and federal statutes and the district's student discipline and due process procedures.

Every report of alleged bullying that can be interpreted at the outset to fall within the protections of laws against discrimination shall be handled as a joint, concurrent investigation into all allegations and coordinated with the full participation of the Compliance Officer and Title IX Coordinator. If, in the course of an ongoing bullying investigation, potential issues of discrimination are identified, the Title IX Coordinator shall be promptly notified, and the investigation shall be conducted jointly and concurrently to address the issues of alleged discrimination as well as the incidents of alleged bullying.

It shall be the responsibility of the superintendent to implement appropriate programs or procedures for the purpose of educating students regarding bullying prevention.

This policy shall be reviewed annually.

Legal Reference: Neb. Statute 79-2,137

Cross Reference: 505 Student Discipline

Approved _____ Reviewed _____ Revised _____

DATING VIOLENCE PREVENTION

The board prohibits behavior that has a negative impact on student health, welfare, safety, and the school's learning environment. Incidents of dating violence will not be tolerated on school grounds, in district vehicles, or at school sponsored activities or school-sponsored athletic events.

Dating violence is defined as a pattern of behavior where one person uses threats of, or actually uses, physical, sexual, verbal, or emotional abuse to control his or her dating partner. Dating partner means any person, regardless of gender, involved in an intimate relationship with another person primarily characterized by the expectation of affectionate involvement whether casual, serious or long-term.

The district will provide appropriate training to staff and incorporate within its educational program age-appropriate dating violence education that shall include, but not be limited to, defining dating violence, recognizing dating violence warning signs, and identifying characteristics of healthy dating relationships.

Every report of alleged dating violence that can be interpreted at the outset to fall within the protections of laws against discrimination shall be handled as a joint, concurrent investigation into all allegations and coordinated with the full participation of the Compliance Officer and Title IX Coordinator. If, in the course of an ongoing dating violence investigation, potential issues of discrimination are identified, the Title IX Coordinator shall be promptly notified, and the investigation shall be conducted jointly and concurrently to address the issues of alleged discrimination as well as the incidents of alleged dating violence.

This policy shall be published in the student handbook.

Legal Reference: Neb. Statute 79-2,141

Approved _____ Reviewed _____ Revised _____

DATING VIOLENCE PREVENTION

The board prohibits behavior that has a negative impact on student health, welfare, safety, and the school's learning environment. Incidents of dating violence will not be tolerated on school grounds, in district vehicles, or at school sponsored activities or school-sponsored athletic events.

Dating violence is defined as a pattern of behavior where one person uses threats of, or actually uses, physical, sexual, verbal, or emotional abuse to control his or her dating partner. Dating partner means any person, regardless of gender, involved in an intimate relationship with another person primarily characterized by the expectation of affectionate involvement whether casual, serious or long-term.

The district will provide appropriate training to staff and incorporate within its educational program age-appropriate dating violence education that shall include, but not be limited to, defining dating violence, recognizing dating violence warning signs, and identifying characteristics of healthy dating relationships.

Every report of alleged dating violence that can be interpreted at the outset to fall within the protections of laws against discrimination shall be handled as a joint, concurrent investigation into all allegations and coordinated with the full participation of the Compliance Officer and Title IX Coordinator. If, in the course of an ongoing dating violence investigation, potential issues of discrimination are identified, the Title IX Coordinator shall be promptly notified, and the investigation shall be conducted jointly and concurrently to address the issues of alleged discrimination as well as the incidents of alleged dating violence.

This policy shall be published in the student handbook.

Legal Reference: Neb. Statute 79-2,141

Approved _____ Reviewed _____ Revised _____

TITLE IX SEXUAL HARASSMENT

It is the the policy of this district to comply with federal law and regulations under Title IX prohibiting sexual harassment, which is a form of unlawful discrimination on the basis of sex. The District does not discriminate on the basis of sex in any education program or activity that it operates, including admission and employment. Inquiries about the application of Title IX to the District may be referred to the District's Title IX Coordinator, to the Regional Office of Civil Rights of the Department of Education, or both.

The Board encourages students, employees and third parties who believe they or others have been subject to Title IX sexual harassment, other discrimination or retaliation to promptly report such incidents to the Title IX Coordinator or building principal, even if some elements of the related incident took place or originated away from school grounds, school activities or school conveyances. A person who is not an intended victim or target of discrimination but is adversely affected by the offensive conduct may file a report of discrimination with the Title IX Coordinator.

The Board designates the following individual to serve as the District's Title IX Coordinator and may or may not have the same person serve as Compliance Coordinator:
Title: _____
Office address: _____
Email: _____
Phone number: _____

Other district employees filling key roles for implementing Title IX sexual harassment procedures include investigator(s), decision-maker(s), individuals to handle appeals, and individuals to facilitate an informal resolution process. Specific individuals filling these roles may vary from complaint to complaint as appropriate.

The Director of the Regional Office of Civil Rights can be contacted at the Kansas Office of Civil Rights, U.S. Department of Education, One Petticoat Lane, 1010 Walnut Street, Suite 320, Kansas City, MO 64106, (816) 268-0550, by email to OCR.KansasCity@ed.gov.

The district is committed to providing a nondiscriminatory workplace for employees. It is committed to the maintenance of a safe, positive learning environment for all students by providing student course offerings, counseling, assistance, services, employment, athletics, and extracurricular activities without any form of discrimination, including Title IX sexual harassment. Discrimination is inconsistent with the rights of employees and students and the educational and programmatic goals of the district and is prohibited at or, in the course of, district-sponsored programs or activities, including transportation to or from school or school-sponsored activities.

Approved _____ Reviewed _____ Revised _____

The student's parents/guardian or any other person with knowledge of conduct that may violate this policy is encouraged to immediately report the matter to the building principal. A school employee who suspects or is notified that a student has been subject to conduct that constitutes a violation of this policy shall immediately report the incident to the building principal, as well as properly making any mandatory police or child protective services reports required by law.

Violations of this policy, including acts of retaliation as described in this policy, or knowingly providing false information, may result in disciplinary consequences under applicable Board policy and procedures.

Any person may report sex discrimination, including sexual harassment, at any time, including during non-business hours. Such a report may be made in person, by mail, by telephone or by electronic mail, using the contact information listed for the Title IX Coordinator, or by any other means that results in the Title IX Coordinator receiving the person's verbal or written report.

For purposes of this policy and the grievance process, "Title IX sexual harassment" means conduct on the basis of sex that satisfies one or more of the following:

1. A District employee conditioning the provision of an aid, benefit, or service of the District on an individual's participation in unwelcome sexual conduct;

2. Unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the District's education program or activity; or

3. "Sexual assault" as defined in 20 USC 1092(f)(6)(A)(v), "dating violence" as defined in 34 USC 12291(a)(10), "domestic violence" as defined in 34 USC 12291(a)(8) or "stalking" as defined in 34 USC 12291(a)(30). These definitions are included in the procedures to this policy.

Such conduct must have taken place during a district education program or activity and against a person in the United States to qualify as sexual harassment under Title IX. An education program or activity includes the locations, events, or circumstances over which the district exercises substantial control over both the respondent and the context in which the harassment occurs. Title IX applies to all of a district's education programs or activities, whether such programs or activities occur on-campus or off-campus.

When the alleged harassment or discrimination does not meet the Title IX definition of sexual harassment, the Title IX Coordinator directs the individual to the applicable process for investigation.

Retaliation Prohibited

The District prohibits intimidation, threats, coercion or discrimination against any individual for the purpose of interfering with any right or privilege secured by Title IX or this policy, or because the individual has made a report or complaint, testified, assisted, or participated or refused to participate in any manner in an investigation proceeding or hearing, or acted in opposition to practices the person reasonably believes to be discriminatory, if applicable. Intimidation, threats, coercion, or discrimination, including charges against an individual for code of conduct violations that do not involve sex discrimination or sexual harassment, but arise out of the same facts or circumstances as a report or complaint of sex discrimination, or a report or formal complaint of sexual harassment, for the purpose of interfering with any right or privilege secured by Title IX or this part, constitutes retaliation.

Confidentiality

The District must keep confidential the identity of any individual who has made a report or complaint of sex discrimination, including any individual who has made a report or filed a formal complaint of sexual harassment, any individual who has been alleged to be the victim or perpetrator of conduct that could constitute sexual harassment, and any witness, except as may be permitted by Family Educational Rights and Privacy Act (FERPA) or as required by law, or to carry out the purposes of the Title IX regulations, including the conduct of any investigation, hearing or judicial proceeding arising under the regulations.

Notice Requirements

The District provides notice to applicants for admission and employment, students, parents or legal guardians of elementary and secondary school students, employees and the union(s) holding collective bargaining agreements with the district with the name or title, office address, email address and telephone number of the Title IX Coordinator and notice of the District grievance procedures and process, including how to report or file a complaint of sex discrimination, how to file a formal complaint of sexual harassment and how the District will respond. The District also posts the Title IX Coordinator's contact information and Title IX policies and procedures in a prominent location on the District website and in all handbooks made available by the District.

Training Requirements

The District ensures that Title IX Coordinators, investigators, decision-makers, and any person who facilitates an informal resolution process, receives training on the definition of sexual harassment, the scope of the District's education program or activity, how to conduct an investigation and grievance process including examination of evidence, handling hearings, appeals and informal resolution processes, when applicable, how to address complaints that do not qualify as Title IX sexual harassment, and how to serve impartially including by avoiding prejudgment of the facts at issue, conflicts of interest

and bias. The District also ensures that decision-makers and investigators receive training on issues of relevance of questions and evidence, including when questions and evidence about the complainant's sexual predisposition or prior sexual behavior are not relevant as set forth in the formal procedures that follow, and training on any technology to be used at a live hearing, if applicable. Investigators also receive training on issues of relevance to create an investigative report that fairly summarizes relevant evidence. All materials used to train individuals who receive training under this section must not rely on sex stereotypes and must promote impartial investigations and judgments of formal complaints of sexual harassment and are made publicly available on the District's website.

Conflict of Interest and Bias

The District ensures that Title IX Coordinators, investigators, decision-makers, and any person who facilitates an informal resolution process do not have a conflict of interest or bias for or against complainants or respondents generally or an individual complainant or respondent.

Determination of Responsibility

The individual who has been reported to be the perpetrator of conduct that could constitute sexual harassment is presumed not responsible for alleged conduct. A determination regarding responsibility will be made by the decision-maker at the conclusion of the investigation in accordance with the process outlined in the accompanying regulation. No disciplinary sanctions will be imposed unless and until a final determination of responsibility is reached.

Other Title IX Coordinator Duties

The Title IX Coordinator, along with the Compliance Coordinator, shall fulfill designated responsibilities to ensure adequate nondiscrimination procedures are in place, to recommend new procedures or modifications to procedures and to monitor the implementation of the district's nondiscrimination procedures in the following areas, as appropriate:

1. Curriculum and Materials - Review of curriculum guides, textbooks, and supplemental materials for discriminatory bias.

2. Training - Provide training for students and staff to prevent, identify and alleviate problems of discrimination.

3. Resources - Maintain and provide information to staff on resources available to complainants in addition to the school complaint procedure or Title IX procedures, such as making reports to the police, available supportive measures such as assistance from domestic violence or rape crisis programs and community health resources including counseling resources.

4. Review - Review of personnel practices and actions for discriminatory bias and compliance with laws against discrimination to include monitoring and recommending corrective measures when appropriate to written position qualifications, job descriptions and essential job functions; recruitment materials and practices; procedures for screening applicants; application and interviewing practices for hiring and promotions; district designed performance evaluations; review of planned employee demotions, non-renewal of contracts, and proposed employee disciplinary actions up to and including termination.

5. Student Access - Review of programs, activities, and practices to ensure that all students have equal access and are not segregated except when permissible by law or regulation.

6. District Support - Assure that like aspects of the school programs and activities receive like support as to staffing and compensation, facilities, equipment, and related areas.

7. Student Evaluation - Review of assessments, procedures, and guidance and counseling materials for stereotyping and discrimination.

8. Reports/Formal Complaints - Monitor and provide technical assistance to individuals involved in managing informal reports and formal complaints.

Legal Reference:
Civil Rights Act, Title VI; 42 USC 2000d et seq.
Civil Rights Act, Title VII; 42 USC 2000e et seq.
Education Amend. of 1972, Title IX; 20 USC 1681 et seq.
Exec. Order 11246, as amended by Executive Order 11375
Equal Pay Act; 29 USC 206
34 CFR part 106

Cross Reference:
103.00 Equal Educational Opportunity
402.01 Equal Opportunity Employment
402.15 Staff Conduct with Students
403.02 Child Abuse Reporting
403.03 Abuse of Students by School District Employees
404.06 Harassment by Employees
405.00 Employee Conduct and Appearance
501.00 Objectives for Equal Educ. Opportunities for Students
504.03 Student Conduct
504.14 Hazing, Initiation, Secret Societies or Gang Activity
504.18 Harassment by Students
504.20 Bullying Prevention
504.21 Dating Violence Prevention
505.03 Suspension and Expulsion of Students
612.05 Individualized Education Program
612.10 Procedural Safeguards

TITLE IX REPORTING FORM

The Board declares it to be the policy of this district to provide a safe, positive learning and working environment that is free from bullying, hazing, dating violence, sexual harassment and other discrimination, and retaliation. If you have experienced, or if you have knowledge of, any such actions, we encourage you to complete this form. The Title IX Coordinator will be happy to support you by answering any questions about the report form, reviewing the report form for completion and assisting as necessary with completion of the report. The Title IX Coordinator's contact information is:

Position: _____

Address: _____

Email: _____

Phone Number: _____

Retaliation Prohibited

The district, its employees and others are prohibited from intimidating, threatening, coercing, or discriminating against you for filing this report. Please contact the Title IX Coordinator immediately if you believe retaliation has occurred.

Confidentiality

Confidentiality of all parties, witnesses, the allegations and the filing of a report shall be handled in accordance with applicable law, regulations, Board policy, procedures, and the district's legal and investigative obligations. The school will take all reasonable steps to investigate and respond to the report, consistent with a request for confidentiality as long as doing so does not preclude the school from responding effectively to the report. If you have any questions regarding how the information contained in this report may be used, please discuss them with the Title IX Coordinator prior to filing the report. Once this report is filed, the district has an obligation to investigate the information provided.

> ***Note**: For purposes of Title IX sexual harassment, this Report Form serves initially as an informal report, not a formal complaint of Sexual Harassment under Title IX.*

I. Information About the Person Making This Report:

Name: _____

Address: _____

Phone Number: _____

School Building: _____

I am a:

□ Student □ Parent/Guardian □ Employee □ Volunteer □ Visitor

□ Other _____(please explain relationship to the district)

If you are not the victim of the reported conduct, please identify the alleged victim:

Name: _____

The alleged victim is: □ Your Child □ Another Student □ A District Employee

□ Other: _____(please explain relationship to the alleged victim)

II. Information About the Person(s) You Believe is/are Responsible for the Bullying, Hazing, Harassing or Other Discrimination You are Reporting

Please record the name(s) of the individual(s) you believe to be responsible for the conduct you are reporting.

Name(s):

The reported individual(s) is/are:

□ Student(s) □ Employee(s)

□ Other _____(please explain relationship to the district)

III. Description of the Conduct You are Reporting

In your own words, please do your best to describe the conduct you are reporting as clearly as possible. Please attach additional pages if necessary:

When did the reported conduct occur? (Please provide the specific date(s) and time(s) if possible):

Where did the reported conduct take place?

Please provide the name(s) of any person(s) who was/were present, even if for only part of the time.

Please provide the name(s) of any other person(s) that may have knowledge or related information surrounding the reported conduct.

Have you reported this conduct to any other individual prior to giving this report?

□Yes □ No

If yes, who did you tell about it?

If you are the victim of the reported conduct, how has this affected you?

I affirm that the information reported above is true to the best of my knowledge, information and belief.

_____	_____
Signature of Person Making the Report	Date
_____	_____
Received By	Date

FOR OFFICIAL USE ONLY

This section is to be completed by the Title IX Coordinator based on reviewing the report with the complainant or other individual making the report.

The purpose of this form is to assist the Title IX Coordinator in gathering information necessary to properly assess the circumstances surrounding the reported conduct to determine if the allegations fall under the definition of Title IX sexual harassment or if the matter merits review and action under other Board policies. The Title IX Coordinator shall gather as much information as possible in cases of incomplete or anonymous reports to assess the report.

Upon receipt of the report, The Title IX Coordinator shall promptly contact the complainant regarding the report to gather additional information as necessary, and to discuss the availability of supportive measures as described in Policy 504.24. The Title IX Coordinator shall consider the complainant's wishes with respect to supportive measures.

I. Reporter Information:

Name: _____

Address: _____

Phone Number: _____

School Building: _____

Reporter is a:

□ Student □ Parent/Guardian □ Employee □ Volunteer □ Visitor

□ Other _____(please explain relationship to the district)

If the reporter is not the victim of the reported conduct, please identify the alleged victim:

Name: _____

The alleged victim is: □ Reporter's Child □ Another Student □ Another Employee

□ Other: _____(please explain relationship to the alleged victim)

II. Respondent Information

Please state the name(s) of the individual(s) believed to have conducted the reported violation:

Name(s):

The reported respondent(s) is/are:

□ Student(s) □ Employee(s)

□ Other _____(please explain relationship to the district)

III. Level of Report:

□ Informal □ Formal (see additional information below on Title IX formal complaints)

IV. Type of Report:

□ Title IX Sexual Harassment □ Discrimination □ Retaliation □ Bullying

□ Hazing □ Dating Violence □ Other _____

Nature of the Report (check all that apply):

□ Race
□ Color
□ Religion
□ Sexual Orientation
□ National Origin
□ Marital Status
□ Handicap/Disability
□ Hazing
□ Age
□ Creed
□ Sex
□ Sexual Harassment (Title IX)
□ Ancestry
□ Pregnancy
□ Bullying
□ Dating Violence

V. Reported Conduct

Describe the reported conduct below, including specific actions, dates, times, locations and any other details necessary to properly assess the reported incident(s).

How often did the conduct occur?

Is it being repeated? □ Yes □ No

Do the circumstances involve a student identified as a student with a disability under the Individuals with Disabilities Education Act or Section 504 of the Rehabilitation Act?

□ No.

□ Yes, please identify the student with a disability and contact the Director of Special Education.

Special Education Director was contacted: _____

How has the conduct affected the alleged victim's ability to fully participate in the school's academic, programs, activities or school employment?

What is the alleged victim's relationship with the alleged respondent?

Insert names, descriptions, and/or contact information of individuals believed to have observed the conduct or who otherwise may have knowledge of the conduct and/or related circumstances.

Additional observations or evidence including pictures, texts, emails, video or other information submitted to the Title IX Coordinator.

VI. Safety Concerns

Are there safety concerns that may require Emergency Removal of or Administrative Leave for a respondent? (This requires an individualized safety and risk analysis as to whether there is an immediate threat to the physical health or safety of a student or other individual.)

□ No.

□ Yes, please describe:

VII. Other Reports

Has the conduct been reported to the police or any other agency?

□ No

□ Yes Date reported: _____ Agency: _____

VIII. Identification of Policies Implicated by Reported Conduct

Check all that apply:

□ Policy 103.00 Equal Educational Opportunity
□ Policy 501.00 Equal Opportunity
□ Policy 504.14 Hazing and Initiation
□ Policy 504.18 Harassment (Students)
□ Policy 504.24 Title IX Sexual Harassment
□ Policy 504.20 Bullying
□ Policy 504.21 Dating Violence
□ Other _____

To meet the definition of Title IX sexual harassment, the conduct must have taken place during a district education program or activity involving a person in the United States. An **education program or activity** includes the locations, events or circumstances over which the district exercises substantial control over both the respondent and the context in which the sexual harassment occurs. Title IX applies to all of a district's education programs or activities, whether such programs or activities occur on-campus or off-campus.

Did the incident occur during a during a school program or activity involving a person in the United States?

□ Yes

□ No

To meet the definition of Title IX sexual harassment, the conduct needs to satisfy one or more of the following (please check all that apply):

□ A district employee conditioning the provision of an aid, benefit, or district service on an individual's participation in unwelcome sexual conduct, commonly referred to as quid pro quo sexual harassment.

□ Unwelcome conduct determined by a reasonable person to be so severe, pervasive and objectively offensive that it effectively denies a person equal access to a district education program or activity.

□ Sexual assault, dating violence, domestic violence or stalking.

Dating violence means violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim and where the existence of such a relationship is determined by the following factors:

- Length of relationship.
- Type of relationship.
- Frequency of interaction between the persons involved in the relationship.

Domestic violence includes felony or misdemeanor crimes of violence committed by a current or former spouse or intimate partner of the victim, by a person with whom the victim shares a child in common, by a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner, by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction receiving federal funding, or by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction.

Sexual assault means a sexual offense under a state or federal law that is classified as a forcible or nonforcible sex offense under the uniform crime reporting system of the Federal Bureau of Investigation.

Stalking means stalking on the basis of sex, for example when the stalker desires to date a victim. Stalking means to engage in a course of conduct directed at a specific person that would cause a reasonable person to either:

1. Fear for their safety or the safety of others.
2. Suffer substantial emotional distress.

IX. Recommended Course of Action

After consultation with the complainant and consideration of the reported information, the Title IX Coordinator directs the report to proceed under the provisions of (check all that apply):

□ No further action at this time. Reason:

□ Policy 103.00 Equal Educational Opportunity
□ Policy 501.00 Equal Opportunity
□ Policy 504.14 Hazing and Initiation
□ Policy 504.18 Harassment (Students)
□ Policy 504.24 Title IX Sexual Harassment
□ Policy 504.20 Bullying
□ Policy 504.21 Dating Violence
□ Other _____

X. Title IX Information to Complainant

What supportive measures were discussed with the complainant, and what were the complainant's wishes with respect to supportive measures?

Upon designating a course of action under Title IX sexual harassment, the Title IX Coordinator will promptly:

1. Explain to the complainant the process for filing a formal complaint.

2. Inform the complainant of the continued availability of supportive measures with or without the filing of a formal complaint.

3. The Title IX Coordinator shall contact a student complainant's parents/guardians and provide them with information regarding the report and Title IX sexual harassment procedures and grievance process for formal complaints.

   If the complainant/reporter, school staff or others with professional knowledge relating to the complainant's health and well-being indicate that notifying the parents/guardians could cause serious harm to the health or well-being of the complainant or other person(s), the Title IX Coordinator will determine, in consultation with such individuals and upon advice of legal counsel, whether to withhold or delay notification of the report from the complainant's parents/guardians.

4. Determine what supportive measures may be offered to the respondent.

5. Determine whether the complainant wishes this report to be treated as a formal complaint.

XI. Title IX Coordinator Signature

I recommend the above course of action based on my consultation with the complainant and the information available at this time.

Title IX Coordinator: _____

Date: _____

XII. Title IX Formal Complaint Action

The Title IX Coordinator shall have the complainant check the appropriate box and sign and date below to indicate whether or not the complainant wishes to have this form serve as a formal complaint pursuant to Title IX.

I would like my report to be treated as a formal complaint pursuant to Title IX.

□ Yes □ No

Complainant's Signature: _____

Date: _____

If the complainant does not wish this report to be treated as a formal complaint pursuant to Title IX, the Title IX Coordinator must assess whether actions limited to supportive measures are a sufficient response to alleged behavior, or whether a formal complaint process is necessary to investigate and address the situation adequately. For example, if disciplinary action would be warranted if allegations are true, if the respondent is an employee, or if further investigation is needed to assess the extent of the behavior and impact on others, it may be clearly unreasonable not to initiate the formal complaint process. The Title IX Coordinator may consult with the school solicitor and other district officials in making this decision.

As Title IX Coordinator, I have determined that, notwithstanding the complainant's preference, it is necessary to proceed with the Title IX Sexual Harassment Formal Complaint for the following reasons:

Therefore, I am signing this form for the purpose of serving as the formal complaint initiating that process:

Title IX Coordinator's Signature: _____

Date: _____

TITLE IX SEXUAL HARASSMENT PROCEDURES

The Board requires the following procedures to be followed for the prompt and equitable resolution of student and employee complaints alleging any action that would be prohibited as sexual harassment by Title IX. The Board directs the process to be published in accordance with all statutory and regulatory requirements.

Definitions

The following definitions apply for Title IX policies and procedures:

"Actual knowledge:" notice of sexual harassment or allegations of sexual harassment to the District's Title IX Coordinator or any official of the District who has authority to institute corrective measures on behalf of the District, or to any employee of an elementary or secondary school.

"Education program or activity:" includes locations, events or circumstances over which the District exercised substantial control over both the individual who has been reported to be the perpetrator of conduct that could constitute sexual harassment, and the context in which the sexual harassment occurs.

"Complainant:" an individual who is alleged to be the victim of conduct that could constitute sexual harassment.

"Respondent:" an individual who has been reported to be the perpetrator of conduct that could constitute sexual harassment.

"Formal complaint:" a document filed by a Complainant or signed by the Title IX Coordinator alleging sexual harassment against a Respondent and requesting that the District investigate the allegation of sexual harassment.

"Supportive measures:" non-disciplinary, non-punitive individualized services offered as appropriate, as reasonably available and without fee or charge to the Complainant or Respondent before or after the filing of a formal complaint or where no formal complaint has been filed.

For purposes of this policy and the grievance process, "Title IX sexual harassment" means conduct on the basis of sex that satisfies one or more of the following:

1. A District employee conditioning the provision of an aid, benefit, or service of the District on an individual's participation in unwelcome sexual conduct;

2. Unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the District's education program or activity; or

3. "Sexual assault" as defined in 20 USC 1092(f)(6)(A)(v), "dating violence" as defined in 34 USC 12291(a)(10), "domestic violence" as defined in 34 USC 12291(a)(8) or "stalking" as defined in 34 USC 12291(a)(30). These definitions are included in the procedures to this policy.

   A. "Dating violence" means violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim and where the existence of such a relationship is determined by the following factors:

      i. Length of relationship.

      ii. Type of relationship.

      iii. Frequency of interaction between the persons involved in the relationship.

   B. "Domestic violence" includes felony or misdemeanor crimes of violence committed by a current or former spouse or intimate partner of the victim, by a person with whom the victim shares a child in common, by a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner, by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction receiving federal funding, or by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction.

   C. "Sexual assault" means a sexual offense under state or federal law that is classified as a forcible or nonforcible sex offense under the uniform crime reporting system of the Federal Bureau of Investigation.

   D. "Stalking," under Title IX means stalking on the basis of sex, for example when the stalker desires to date a victim. Stalking means to engage in a course of conduct directed at a specific person that would cause a reasonable person to either:

      i. Fear for their safety or the safety of others.

      ii. Suffer substantial emotional distress.

District Requirements

When the District has actual knowledge of sexual harassment in an education program or activity of the District, the District will respond promptly in a manner that is not deliberately indifferent. When the harassment or discrimination on the basis of sex does not meet the definition of sexual harassment, the Title IX Coordinator will direct the individual to the applicable sex discrimination process for investigation.

The District treats individuals who are alleged to be the victim (Complainant) and perpetrator (Respondent) of conduct that could constitute sexual harassment equitably by offering supportive

measures. Supportive measures are designed to restore or preserve equal access to the District's education program or activity without unreasonably burdening the other party, including measures designed to protect the safety of all parties or the District's educational environment, or deter sexual harassment. Supportive measures may include counseling or employee assistance program, extensions of deadlines or other course-related adjustments, modifications of work or class schedules, mutual restrictions on contact between the parties, leaves of absence, increased security and monitoring of certain areas of the District's property, campus escort services, assistance from domestic violence or rape crisis programs, assistance from community health resources, changes in work locations and other similar measures.

For students, supportive measures may also include assessments or evaluations to determine eligibility for special education or related services, or the need to review an Individualized Education Program (IEP) or Section 504 Service Agreement based on a student's behavior. This could include, but is not limited to, a manifestation determination or functional behavioral assessment (FBA), in accordance with applicable law, regulations or Board policy.

The Title IX Coordinator is responsible for coordinating the effective implementation of supportive measures. Upon the receipt of a complaint, the Title IX Coordinator must promptly contact the Complainant to discuss the availability of supportive measures, consider the Complainant's wishes with respect to supportive measures, inform the Complainant of the availability of supportive measures with or without the filing of a formal complaint, and explain to the Complainant the process for filing a formal complaint. If the District does not provide the Complainant with supportive measures, then the District must document the reasons why such a response was not clearly unreasonable in light of the known circumstances.

Timelines

The District has established reasonably prompt time frames for the conclusion of the grievance process, including time frames for filing and resolving appeals and informal resolution processes. The grievance process may be temporarily delayed or extended for good cause. Good cause may include considerations such as the absence of a party, a party's advisor, or a witness; concurrent law enforcement activity; or the need for language assistance or accommodation of disabilities. In the event the grievance process is temporarily delayed for good cause, the District will provide written notice to the Complainant and the Respondent of the delay or extension and the reasons for the action.

Response to a Formal Complaint

At the time of filing a formal complaint, a Complainant must be participating in or attempting to participate in the education program or activity of the District with which the formal complaint is filed. A formal complaint may be filed with the Title IX Coordinator in person, by mail, by electronic mail, or other means designated by the District. The District must follow the formal complaint process before the imposition of any disciplinary sanctions or other actions that are not supportive measures.

Upon receipt of a formal complaint, the District must provide written notice to the known parties including:

1. Notice of the allegations of sexual harassment, including information about the identities of the parties involved in the incident, the conduct allegedly constituting sexual harassment, the date and location of the alleged incident, and any sufficient details known at the time. Such notice must be provided with sufficient time to prepare a response before any initial interview;

2. An explanation of the District's investigation procedures, including any informal resolution process;

3. A statement that the Respondent is presumed not responsible for the alleged conduct and that a determination regarding responsibility will be made by the decision-maker at the conclusion of the investigation;

4. Notice to the parties that they may have an advisor of their choice who may be, but is not required to be, an attorney, and may inspect and review any evidence and

5. Notice to the parties of any provision in the District's code of conduct or policy that prohibits knowingly making false statements or knowingly submitting false information.

If, in the course of an investigation, the District decides to investigate allegations about the Complainant or Respondent that are not included in the notice initially provided, notice of the additional allegations must be provided to known parties.

The District may consolidate formal complaints as to allegations of sexual harassment against more than one Respondent, or by more than one Complainant against one or more Respondents, or by one party against the other party, where the allegations of sexual harassment arise out of the same facts or circumstances.

Emergency Response Measures

Nothing in this policy precludes the District from removing a Respondent from the District's education program or activity on an emergency basis, provided that the District undertakes an individualized safety and risk analysis, determines that an immediate threat to the physical health or safety of any student or other individual arising from the allegations of sexual harassment justifies removal, and provides the Respondent with notice and an opportunity to challenge the decision immediately following the removal. Nor does it preclude the District from placing a non-student employee Respondent on administrative leave while awaiting the determination of the complaint procedures. This provision may not be construed to modify any rights under the Individuals with Disabilities Education Act, Section 504 of the Rehabilitation Act of 1973, or the Americans with Disabilities Act.

Investigation of a Formal Complaint

When investigating a formal complaint and throughout the grievance process, the District must:

1. Ensure that the burden of proof and the burden of gathering evidence sufficient to reach a determination regarding responsibility rests on the District and not the parties;

2. Provide an equal opportunity for the parties to present witnesses and evidence;

3. Not restrict either party's ability to discuss the allegations under investigation or to gather and present relevant evidence;

4. Allow the parties to be accompanied with an advisor of the party's choice who may be, but is not required to be, an attorney. The District may establish restrictions regarding the extent to which the advisor may participate in the proceedings, as long as the restrictions apply equally to both parties;

5. Provide written notice of the date, time, location, participants, and purpose of any interview or meeting at which a party is expected to participate, with sufficient time for the party to prepare to participate;

6. Provide the parties equal access to review all the evidence collected which is directly related to the allegations raised in a formal complaint and comply with the review periods outlined in this process;

7. Objectively evaluate all relevant evidence without relying on sex stereotypes;

8. Ensure that Title IX Coordinators, investigators, decision-makers, and individuals who facilitate an informal resolution process, do not have a conflict of interest or bias for or against Complainants or Respondents generally or an individual Complainant or Respondent;

9. Not make creditability determinations based on the individual's status as Complainant, Respondent or witness;

10. Not use questions or evidence that constitute or seek disclosure of privileged information unless waived.

Dismissal of Formal Complaints

If the conduct alleged in the formal complaint would not constitute sexual harassment even if proved, did not occur in the District's education program or activity, or did not occur against a person in the United States, then the District must dismiss the formal complaint with regard to that conduct for purposes of sexual harassment under this policy.

The Title IX Coordinator also may dismiss the formal complaint or any allegations therein at any time during the investigation or hearing, if applicable, when any of the following apply:

1. A Complainant provides written notification to the Title IX Coordinator that the Complainant would like to withdraw the formal complaint or any allegations therein;

2. The Respondent is no longer enrolled or employed by the District; or

3. Specific circumstances prevent the District from gathering evidence sufficient to reach a determination as to the formal complaint or allegations therein.

Upon dismissal, the Title IX Coordinator promptly sends written notice of the dismissal and the reasons for dismissal simultaneously to both parties.

Evidence Review

The District provides both parties an equal opportunity to inspect and review any evidence obtained as part of the investigation so that each party can meaningfully respond to the evidence prior to the conclusion of the investigation. The evidence provided by the District must include evidence that is directly related to the allegations in the formal complaint, evidence upon which the District does not intend to rely in reaching a determination regarding responsibility, and any inculpatory or exculpatory evidence whether obtained from a party or other source. Prior to completion of the investigative report, the Title IX Coordinator must send to each party and the party's advisor, if any, the evidence subject to inspection and review in an electronic format or a hard copy. The parties have 10 calendar days to submit a written response to the Title IX Coordinator, which the investigator will consider prior to completion of the investigative report.

Investigative Report

The investigator must prepare an investigative report that fairly summarizes relevant evidence and send the report to the Title IX Coordinator. The Title IX Coordinator must send to each party and the party's advisor, if any, the investigative report in an electronic format or a hard copy, for their review and written response. The parties have 10 calendar days to submit a written response to the Title IX Coordinator.

Decision-Maker's Determination

The investigative report is submitted to the decision-maker. The decision-maker cannot be the same person(s) as the Title IX Coordinator or the investigator. The decision-maker cannot hold a hearing or make a determination regarding responsibility until 10 calendar days from the date the Complainant and Respondent receive the investigator's report.

Prior to reaching a determination regarding responsibility, the decision-maker must afford each party the opportunity to submit written, relevant questions that a party wants asked of any party or witness, provide each party with the answers, and allow for additional, limited follow-up

questions from each party. Questions and evidence about the Complainant's sexual predisposition or prior sexual behavior are not relevant, unless such questions and evidence about the Complainant's prior sexual behavior are offered to prove that someone other than the Respondent committed the conduct alleged by the Complainant, or if the questions and evidence concern specific incidents of the Complainant's prior sexual behavior with respect to the Respondent and are offered to prove consent. Questions must be submitted to the Title IX Coordinator within three calendar days from the date the Complainant and Respondent receive the investigator's report.

The decision-maker must issue a written determination regarding responsibility based on a preponderance of the evidence standard. The decision-maker's written determination must:

1. Identify the allegations potentially constituting sexual harassment;

2. Describe the procedural steps taken, including any notifications to the parties, interviews with parties and witnesses, site visits, methods used to gather evidence, and hearings held;

3. Include the findings of fact supporting the determination;

4. Draw conclusions regarding the application of any District policies and/or code of conduct rules to the facts;

5. Address each allegation and a resolution of the complaint including a determination regarding responsibility, the rationale therefor, any recommended disciplinary sanction(s) imposed on the Respondent, and whether remedies designed to restore or preserve access to the educational program or activity will be provided by the District to the Complainant and

6. The procedures and permissible bases for the Complainant and/or Respondent to appeal the determination.

A copy of the written determination must be provided to both parties simultaneously, and generally will be provided within 60 calendar days from the District's receipt of a formal complaint.

The determination regarding responsibility becomes final either on the date that the District provides the parties with the written determination of the result of the appeal, if an appeal is filed, or if an appeal is not filed, the date on which an appeal would no longer be considered timely.

Where a determination of responsibility for sexual harassment has been made against the Respondent, the District will provide remedies to the Complainant that are designed to restore or preserve equal access to the District's education program or activity. Such remedies may include supportive measures; however, remedies need not be non-disciplinary or non-punitive and need not avoid burdening the Respondent. The Title IX Coordinator is responsible for effective implementation of any remedies. Following any determination of responsibility, the District may

implement disciplinary sanctions in accordance with State or Federal law and or/the negotiated agreement.

A student who is determined to be responsible for violation of this policy shall be subject to appropriate disciplinary action consistent with school policies and regulations, which may include but is not limited to loss of school privileges, permanent transfer to another school building, classroom or school bus, exclusion from school-sponsored activities, detention, suspension, expulsion, or referral to law enforcement officials.

An employee who violates this policy shall be subject to appropriate disciplinary action consistent with the applicable Board policy, collective bargaining agreement and individual contract, up to and including dismissal and/or referral to law enforcement officials.

Appeals

Either the Complainant or Respondent may appeal the decision-maker's determination regarding responsibility or a dismissal of a formal complaint, on the following bases:

1. Procedural irregularity that affected the outcome of the matter;

2. New evidence that was not reasonably available at the time that could affect the outcome; and

3. The Title IX Coordinator, investigator, or decision-maker had a conflict of interest or bias for or against Complainants or Respondents generally or an individual Complainant or Respondent that affected the outcome.

The request to appeal must be made in writing to the Title IX Coordinator within seven calendar days after the date of the written determination. The appeal decision-maker must not have a conflict of interest or bias for or against Complainants or Respondents generally or an individual Complainant or Respondent and cannot be the Title IX Coordinator, the investigator, or the decision-maker from the original determination.

The appeal decision-maker must notify the other party in writing when an appeal is filed and give both parties a reasonable equal opportunity to submit a written statement in support of, or challenging, the outcome. After reviewing the evidence, the appeal decision-maker must issue a written decision describing the result of the appeal and the rationale for the result. The decision must be provided to both parties simultaneously, and generally will be provided within 10 calendar days from the date the appeal is filed.

Informal resolution process

Except when concerning allegations that an employee sexually harassed a student, at any time during the formal complaint process and prior to reaching a determination regarding responsibility, the District may facilitate an informal resolution process, such as mediation, that

does not involve a full investigation and determination of responsibility, provided that the District:

1. Provides to the parties a written notice disclosing:

   A. The allegations;

   B. The requirements of the informal resolution process including the circumstances under which it precludes the parties from resuming a formal complaint arising from the same allegations, provided, however, that at any time prior to agreeing to a resolution, any party has the right to withdraw from the informal resolution process and resume the Title IX formal complaint process with respect to the formal complaint and

   C. Any consequences resulting from participating in the informal resolution process, including the records that will be maintained or could be shared.

2. Obtains the parties' voluntary, written consent to the informal resolution process.

The informal resolution process generally will be completed within 30 calendar days unless the parties and the Title IX Coordinator mutually agree to temporarily delay or extend the process. The formal grievance process timelines are stayed during the parties' participation in the informal resolution process. If the parties do not reach resolution through the informal resolution process, the parties will resume the formal complaint grievance process, including timelines for resolution, at the point they left off.

Recordkeeping

The District must maintain for a period of seven years records of:

1. Each sexual harassment investigation, including any determination regarding responsibility, any disciplinary sanctions imposed on the Respondent, and any remedies provided to the Complainant designed to restore or preserve equal access to the District's education program or activity;

2. Any appeal and its result;

3. Any informal resolution and its result; and

4. All materials used to train Title IX Coordinators, investigators, decision-makers, and any person who facilitates an informal resolution process. The District must make these training materials publicly available on its website.

The District must create, and maintain for a period of seven years, records of any actions, including any supportive measures, taken in response to a report or formal complaint of sexual harassment. In each instance, the District must document the basis for its conclusion that its

response was not deliberately indifferent, and document that it has taken measures designed to restore or preserve equal access to the District's education program or activity.

SUSPENSION AND EXPULSION OF STUDENTS

The authority to suspend for a "short term" and to propose an "extended term" suspension and/or expulsion is delegated to the principal or his or her designee. A short-term suspension shall mean the exclusion of a student from school attendance for a period not to exceed five school days. A long-term suspension means the exclusion of a student from school attendance for a period exceeding five school days but less than twenty school days.

The provisions of this section apply to all pupils enrolled in the school district. When considering possible courses of action for special education students in regard to alleged violations of school rules, policies, and regulations, procedural due process rights guaranteed under applicable Federal and State statues are applicable. The school district is obligated to see that every special education student is provided an appropriate educational program without cost to the parent. Conversely, schools are not required to maintain pupils who are a danger to themselves or others in regular attendance centers.

Suspension from classes or school will not be carried out unless the student while subject to school authority:

1. uses violence, force, threat or intimidation in a manner causing substantial interference with school purposes; or
2. causes or attempts to cause substantial damage to school or private property or steals or attempts to steal school or private property of substantial value; or
3. causes or attempts to cause physical injury to another person except in self-defense; or threatens or intimidates any student for the purpose or intent of obtaining something of value from the student; or
4. possesses or transmits any firearm, knife, explosive or other dangerous object that is ordinarily considered a weapon; or
5. engages in the unlawful possession, selling, dispensing, or use of a controlled substance or an imitation controlled substance, as defined in section 28-401, a substance represented to be a controlled substance, or alcoholic liquor as defined in section 53-103 or being under the influence of a controlled substance or alcoholic liquor; or
6. commits public indecency as defined in Nebraska statute 28-806 if that student is at least twelve years of age but less than nineteen years of age; or
7. commits or attempts to commit sexual assault against any person if a complaint has been filed by a prosecutor alleging the incident as required in Nebraska statute 79-267.8; or
8. engages in bullying as defined in section 79-2,137; or
9. engages in any other illegal activity which constitutes a danger to other students or interferes with school purposes; or
10. repeatedly violates the policies, rules and standards of student conduct established by the district.

Approved _____ Reviewed _____ Revised _____

A given suspension will be for a period of time not to exceed 5 school days. A student will be informed of the charges against him or her and, if the student denies them, an explanation of the evidence will be given and the student will be given an opportunity to refute the charges. No time delay is necessary between the time a pupil is notified of the charges and the time of the hearing before the principal.

Guidelines to ensure that students are afforded due process during a suspension or proposed suspension from school will be developed. The procedural rules, regulations and guidelines will be approved by the Board of Education and made known to students, parents and school staff.

Every report of alleged violations of student conduct policies that can be interpreted at the outset to fall within the protections of laws against discrimination shall be handled as a joint, concurrent investigation into all allegations and coordinated with the full participation of the Compliance Officer and Title IX Coordinator. If, in the course of an ongoing student conduct investigation, potential issues of discrimination are identified, the Title IX Coordinator shall be promptly notified, and the investigation shall be conducted jointly and concurrently to address the issues of alleged discrimination as well as the incidents of alleged violations of student conduct policies.

Administrative procedures complying with the Student Discipline Act shall also be in place to ensure due process to the student should the principal decide to administer a long-term suspension, expulsion, or mandatory reassignment.

Emergency Exclusion: Any student may be excluded from school in the following circumstances:

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

Such an emergency exclusion shall be based upon a clear factual situation warranting it and shall last not longer than is necessary to avoid the dangers described above.

If the emergency exclusion will be for five days or less, the procedures for a short-term suspension shall be followed. If the superintendent or his or her designee determines that such emergency exclusion shall extend beyond five days, a hearing will be held and a final determination made within ten school days after the initial date of exclusion. Such procedure shall substantially comply with the procedures set forth in state statutes 79-266 to 287 for a long-term suspension or expulsion and be modified only to the extent necessary to accomplish the hearing and determination within this shorter time period.

The principal should make a reasonable effort to contact the parent(s) or guardian(s) of a suspended student by telephone or to communicate to them directly regarding the specific

act(s) for which the suspension is ordered and the length of the suspension. If personal contact cannot be made then a notice will be mailed to parents within 24 hours stating the specific act(s) for which the suspension is ordered and the length of the suspension.

All records and documentation regarding suspension will be destroyed within three years of the student's continuous absence from school. No information regarding a suspension will be communicated to any person not directly involved in the disciplinary proceedings.

The right of appeal to the Board of Education in cases involving student suspension described in this policy does not extend to a suspension from a student extracurricular activities program or other disciplinary action affecting participation in an extracurricular activities program.

For the purposes of this policy and as defined in the Student Discipline Act, expulsion shall mean exclusion from attendance in all schools within the district for a period of time as defined in Nebraska statute 79-283.

Students may be expelled for violations of board policy, school rules or the law. It shall be within the discretion of the administrator to discipline a student by using an expulsion for a single offense or for a series of offenses depending on the nature of the offense and the circumstances surrounding the offense.

The superintendent will develop procedural rules, regulations and guidelines governing expulsions. These shall be approved by the Board of Education and made known to students, parents and school staff. The principal shall keep records of all expulsions.

All cases of expulsion shall be preceded by short-term suspension and its related procedures or by the condition of emergency exclusion which applies only when a student (a) has a dangerous communicable disease transmissible through normal school contacts and poses an immediate threat to the health and safety of the school community; or (b) exhibits conduct which presents a clear threat to the physical safety of himself/herself or others, or is so extremely disruptive as to make temporary removal necessary to preserve the rights of other students to pursue an education.

When a student is expelled, the student shall be provided with:

1. Notice of the standard of conduct allegedly violated, acts the student is alleged to have committed and a summary of the evidence to be presented against the student;

2. The penalty, if any, which the principal has recommended in the charge and any other penalty to which the student may be subject;

3. A statement that the student has a right to a hearing, upon request, on the specified charges;

4. A description of the hearing procedures, along with procedures for appealing any decision rendered at the hearing;

5. A statement the principal, legal counsel for the school, the student, the student's parent or representative or guardian has the right;
   A. to examine the student's academic and disciplinary records and any affidavits to be used at the hearing concerning the alleged misconduct and;
   B. to know the identity of the witnesses to appear at the hearing and the substance of their testimony;

6. A form on which the student or the student's parent/guardian may request a hearing.

Violations of Law Relating to Suspensions or Expulsions

1. Student violations or suspected violations of Nebraska law will be reported to law enforcement as soon as possible. Conduct to be reported for law enforcement referral includes conduct that may constitute a felony, conduct which may constitute a threat to the safety or well-being of students or others in school programs and activities, and conduct that the legal system is better equipped to address than school officials. Student violations of school policy that are not apparent violations of law will be addressed by school administrators without reporting them to law enforcement. Administrators should consider the student's maturity, and known behavioral, emotional or mental disorders, if applicable. It will be the responsibility of the referring administrator to contact the student's parent that a referral to legal authorities has been or will be made, if applicable.

On or before August 1 the school board will annually review the reporting guidelines above with the County Attorney. These shall be distributed to all parents and guardians and their students at the beginning of each school year, or at the time of enrollment if during the school year. The guidelines shall also be posted conspicuously in each school during the school year.

2. Except in instances of suspected child abuse, when a principal or designee releases a minor student to a law enforcement officer for the purpose of removing the minor from the school premises, immediate steps shall be taken to notify the parent, guardian, or other relative having control of the minor about the minor's release to the officer and about the place to which the minor is reportedly being taken. In cases of suspected child abuse, the principal or designee will provide the law enforcement officer with the address and telephone number of the minor's parents or guardian.

Supplemental to these procedures, a special education student must be provided with additional procedures. A determination should be made of whether the student is actually guilty of the misconduct. A staffing team should determine whether the student's behavior is caused by the student's disability and whether the conduct is the result of inappropriate placement. Discussions and conclusions of this meeting should be recorded.

If the special education student's conduct is not caused by the disability, the student may be expelled or suspended for a long-term period following written notice to the parent and pursuant to the school district's expulsion hearing procedures. If the misconduct is caused by the disability and a change in placement is recommended, the change must be made pursuant to the placement procedures used by the school district.

Legal Reference:
Neb. Statute 28-1204.04
79-254 et seq. (Student Discipline Act)
20 U.S.C. §§ 1400 et seq. (Individuals with Disabilities Education Act)
34 C.F.R. §§ 104.1 et seq.
34 C.F.R. §§ 300 et seq.
Goss v. Lopez, 419 U.S. 565 (1975).
Wood v. Strickland, 420 U.S. 308 (1975)

Cross Reference:
504 Student Rights and Responsibilities
505 Student Discipline

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3. causes or attempts to cause physical injury to another person except in self-defense; or threatens or intimidates any student for the purpose or intent of obtaining something of value from the student; or
4. possesses or transmits any firearm, knife, explosive or other dangerous object that is ordinarily considered a weapon; or
5. engages in the unlawful possession, selling, dispensing, or use of a controlled substance or an imitation controlled substance, as defined in section 28-401, a substance represented to be a controlled substance, or alcoholic liquor as defined in section 53-103 or being under the influence of a controlled substance or alcoholic liquor; or
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Goss v. Lopez, 419 U.S. 565 (1975).
Wood v. Strickland, 420 U.S. 308 (1975)

Cross Reference:
504 Student Rights and Responsibilities
505 Student Discipline

INDIVIDUALIZED EDUCATION PROGRAM AND FAMILY SERVICES PLAN

The district ensures that an Individualized Education Program (IEP), or an Individualized Family Service Plan (IFSP) is developed, reviewed, and revised for each child with a disability in accordance with 92 NAC 51-007.

Every report of alleged violations of the district's special education policies that can be interpreted at the outset to fall within the protections of laws against discrimination shall be handled as a joint, concurrent investigation into all allegations and coordinated with the full participation of the Compliance Officer and Title IX Coordinator. If, in the course of an ongoing investigation of these policies, potential issues of sexual harassment or discrimination are identified, the Title IX Coordinator shall be promptly notified, and the investigation shall be conducted jointly and concurrently to address the issues of alleged sexual harassment or discrimination as well as the incidents of alleged violations of the special education policies.

NDE document "Supporting Document to Checklist of Required Special Education Policies, Procedures and practices for Part B of the IDEA" shall serve as an administrative procedure to this policy. The entire document can be found at http://www.education.ne.gov/sped/regulations.html.

Approved _____ Reviewed _____ Revised _____

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Approved _____ Reviewed _____ Revised _____

LIVE BROADCAST OR VIDEOTAPING

Within the limitations described below, individuals may broadcast or videotape public school district events, including open board meetings, as long as it does not interfere with or disrupt the school district event and it does not create an undue burden in adapting the buildings and sites to accommodate the request.

It shall be within the discretion of the superintendent to determine whether the request is unduly burdensome and whether the broadcast or videotaping will interfere with or disrupt the school district event.

In addition to limitations on recording or transmitting image or sound in policy 504.12 referenced below, anyone recording or transmitting any sound or image of any person (including themselves) must have the prior consent of the person or persons being recorded or whose image or sound is being transmitted. This requirement applies to all persons, including staff, students, volunteers, and community members, at district facilities or attending district sponsored events. This policy does not apply to District-sponsored athletic events or activities where the focus of the recording or transmission is on the student performances or activity. Nothing in this policy shall prohibit the recording of an Individualized Education Program meeting when necessary to implement parental rights as guaranteed by the Individuals with Disabilities Education Act or in conducting meetings to implement Section 504.

News media coverage of sports and other special events is encouraged. Radio broadcasts of events will be arranged through the superintendent's office. Videotaping of classroom activities will be allowed at the discretion of the superintendent. Parents will be notified prior to videotaping of classroom activities.

It shall be the responsibility of the superintendent to implement this policy and for handling requests for other broadcasting or videotaping activities.

Cross Reference: 504.12 Regulated Electronic Devices

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It shall be the responsibility of the superintendent to implement this policy and for handling requests for other broadcasting or videotaping activities~~develop administrative regulations outlining the procedures for making the request and the rules for operation if the request is granted~~.

Cross Reference: 504.12 Regulated Electronic Devices

~~News media coverage of sports and other special events is encouraged. Radio broadcasts of events will be arranged through the superintendent's office.~~

Approved _____ Reviewed _____ Revised _____

August 6th, 2020

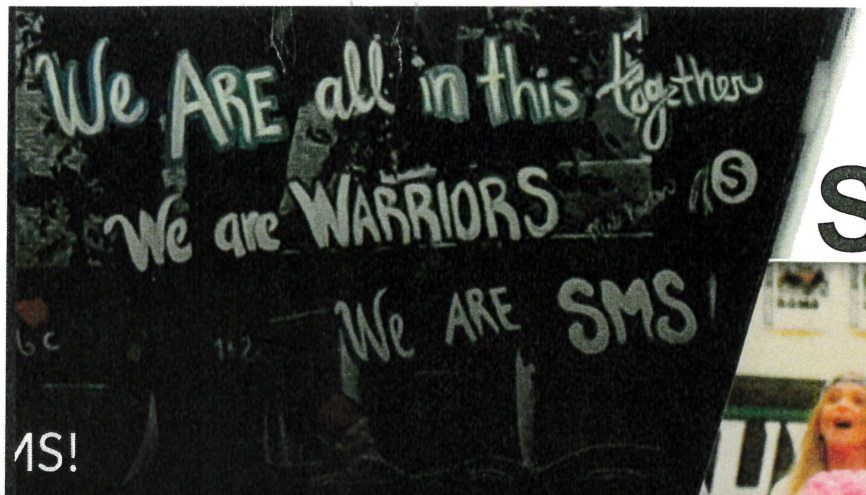
Dear Bill Comley,

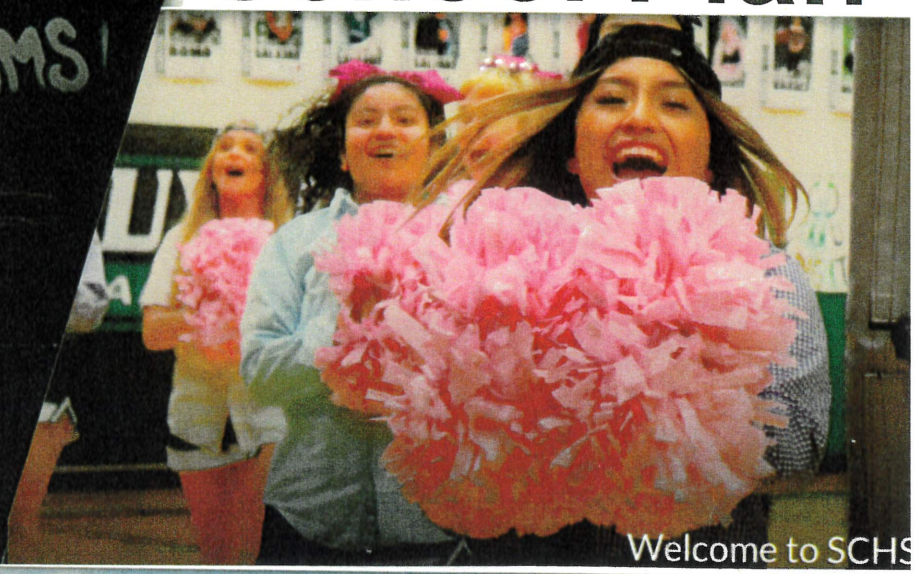
I am writing you to inform you that I am resigning my position as a Special Needs Para effective August 6th, 2020. I am resigning my position because I will be attending school full time and will need a flexible schedule. Thank you for the opportunity to work at Schuyler Community Schools.

Sincerely,

Giselle Arroyo

Return to School Plan





2020-21 School Year

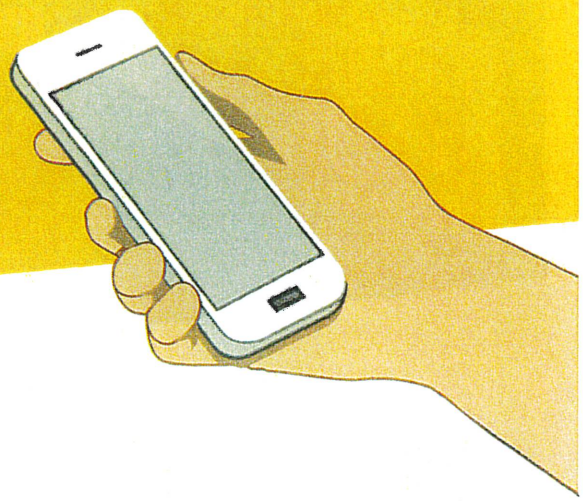


All SCS students will return to school in August and receive direct instruction from their classroom teacher.



Keep Students In School

Complete Daily Screening



Daily Screening Guidelines

- All staff and families will need to complete a daily screening prior to arriving at school each day.
- It is **VERY** critical that if showing any symptom - stay home.
- Today, we ask **ALL** students and staff to stay home if you have even the slightest symptom of COVID-19.

Make Screening Part of Your Morning Routine!

Daily COVID-19 Self-Screening Questions

- Do you have congestion, cough, sore throat or shortness of breath?
- Do you have a headache, fever or chills, fatigue and muscle or body aches?
- Are you experiencing nausea, vomiting, diarrhea or sudden loss of taste or smell?

Routines to Reduce the Spread of COVID-19

- Wear a Mask or Face Covering in Public
- Wash Hands with Soap and Water (20 Seconds)
- Use Hand Sanitizer Between Washing
- Practice Social Distancing (6 feet)
- Avoid Large Groups When Possible
- *** If You are Sick, Stay Home**

Daily screening and hygiene are critical in keeping all students and staff healthy and in school. Thank you for doing your part.

Download the District App Today!

The Schuyler Community Schools app is available for **FREE** on iPhone and Android devices.

To download the app:

1. Open the app store for your phone.
2. Search for Schuyler Community Schools.
3. Once you find the SCS app, click on it.
4. Click install. The app should begin downloading.

NSAA Fall Sports Announcement

To be able to start our activities on time we must be leaders when it comes to best practice, it is a recommendation of the NSAA that schools should:

- Keep all activities, practices, and scrimmages in-house to avoid interaction with other teams.
- Wear masks when not in competition
- Keep groups small and attendance recorded
- Wash your hands regularly
- Disinfect equipment regularly
- Stay home if you don't feel well
- Stay home if someone in your household tests positive for COVID-19

Do NOT Risk the Health of Others! Stay HOME if you have symptoms!

Goals

Protect the physical & mental health of students and staff.

Provide students with quality education face to face.

Keep as many students in school for as long as possible.

Health Precautions

1. Daily home screening of students and staff - stay home if sick
2. Masks required for students and staff - with accommodations where necessary
3. Social distancing -Signage throughout the school
4. Limit large groups & capacity of large spaces (cafeteria)
5. Routine hand washing and sanitizing
6. Enhanced cleaning throughout the day
7. Minimize student movement
8. Limit outside visitors

Multiple Plans Being Prepared

The information in this document includes the details of our 100% Return to School Plan. It is important for parents to know that we are also developing a plan for other options. We have a plan if we have to limit the number of students in school or if we have to close school and do remote learning for the whole school or a portion of the school. We know the year ahead has many unknowns. We will be prepared to continue to provide an excellent education for all students no matter what the situation may be.

Plan for Students Not Attending School

Note: Information in this document pertains to students that are planning to attend school in person. If your child has a medically diagnosed condition or extenuating family circumstances and won't be attending school in person, the information in this document DOES NOT pertain to you. Families whose students are not attending due to a medically diagnosed condition will receive separate communication prior to August 10th. Families without a medically diagnosed condition will need to follow the information in this plan.

Special Thanks to Action Teams and Focus Groups

We want to extend a special thank you to the board of education, directors, principals, nurses, and tech staff that helped develop this plan or provided us with input once the plan was developed. Many of these individuals have worked numerous hours to help make this return to school safe and successful for all students and staff. We also want to thank the East Central Health Department for their help and support with the development of the plan.

Protect the Physical & Mental Health of Students and Staff

What is SCS doing to keep students and staff healthy and safe?

- Require masks for all students and staff in accordance with CDC Guidelines.
- Distribute masks before school/bus and collect masks after school to be washed and disinfected.
- Implement social distancing, where feasible, limit class size, limit unnecessary student movement.
- Provide and implement personal protective equipment (PPE) for staff where necessary.
- Clean and disinfect desks between student use.
- Clean and disinfect high touch areas frequently throughout day.
- Conduct extensive cleaning and disinfecting every night.
- All supplies & equipment cleaned between uses - limit sharing of supplies.
- Require masks of all visitors to school buildings.
- Limit visitors to schools during school day and use of school facilities by outside groups.

What will families do to keep everyone healthy and safe?

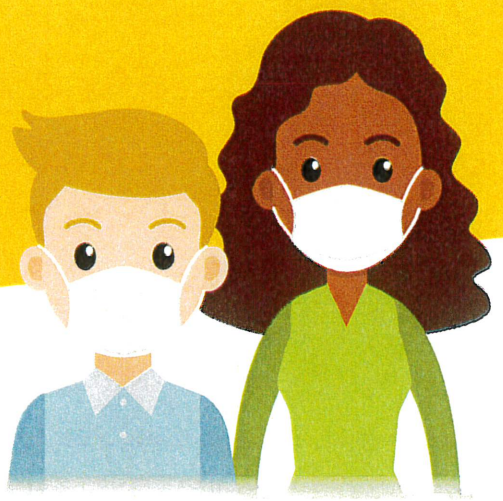
- Wear Masks! Encourage the use of masks in public and in accordance with CDC Guidelines.
- Complete daily health pre-screening at home prior to coming to school.
- Stay home if sick or showing any symptoms - Don't take a chance!
- Practice good hygiene (hand washing, cough etiquette, etc.) at all times.
- Social distance where feasible.

New guidelines to keep students and staff healthy & safe in school

- Essential visitors to school by appointment only.
  - No outside speakers or volunteers in classrooms.
- Hand sanitizer used before entering and exiting classroom & lunchroom.
- Hand washing times built into the schedule.
- Parents must remain in cars during drop off and pick up or meet child off school property while social distancing.
- No outside food deliveries or any deliveries.
- Closed campus for lunch to limit outside exposure during the regular school day.
- Virtual school assemblies only.
- Field trips & guest speakers brought to the classroom virtually.
- Transportation vehicles will have increased cleaning between uses. All students and drivers will wear masks.
- All large group parent gatherings such as open house and family nights will be remote.
- Two health offices in all schools, one for sick kids and one for routine business-like distribution of medications.
- Drinking fountains will be closed - students encouraged to bring water bottles.
- Currently all middle school and high school athletics and activities are scheduled to proceed.

Keep Students In School

Masks required for all students & staff



Mask Guidelines

SCS is requiring masks for anyone over the age of 2 entering a school or school property. Each school is planning designated mask breaks for students throughout the day. Mask breaks will be built into the day at all levels. Masks will not be required by students when exercising during PE, at recess or during lunch. Accommodations will be made for students with a medical condition that prohibit them from wearing a mask.

- Students and staff can wear their own masks or a mask will be provided to each student.
- Masks must follow the district guidelines for appropriate attire.

Why Masks?

As we focus on keeping students and staff safe and in school as long as possible, masks are a critical factor. In the event that a student at school tests positive for COVID-19, wearing masks is a key factor in determining what other students and staff need to be quarantined or removed from school and activities. Masks will help keep students and staff safe and keep students in school!

I wear my mask in public for three reasons.

1. **Humility:** I don't know if I have COVID as it is clear that people can spread the disease before they have the symptoms.
2. **Kindness:** I don't know if the person I am near has a child battling cancer, or cares for their elderly mom. While I might be fine, they might not.
3. **Community:** I want my community to thrive, business to stay open, employees to stay healthy and students to stay in school. Keeping a lid on COVID helps us all.

The following local groups support wearing masks in School:

- CHI Health Schuyler
- East Central Health Department

The following State Medical Associations support students wearing masks in School:

- Nebraska Academy of Family Physicians
- Nebraska Chapter of the American Academy of Pediatrics
- Nebraska Medical Association
- Nebraska Nurses Association

The following National groups support students wearing masks in school:

- Centers for Disease Control & Prevention (CDC)
- American Academy of Pediatrics
- U.S. Department of Education
- National Association of School Nurses



How to Safely Wear and Take Off a Cloth Face Covering

Accessible: https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/diy-cloth-face-coverings.html

WEAR YOUR FACE COVERING CORRECTLY

- Wash your hands before putting on your face covering
- Put it over your nose and mouth and secure it under your chin
- Try to fit it snugly against the sides of your face
- Make sure you can breathe easily
- Do not place a mask on a child younger than 2



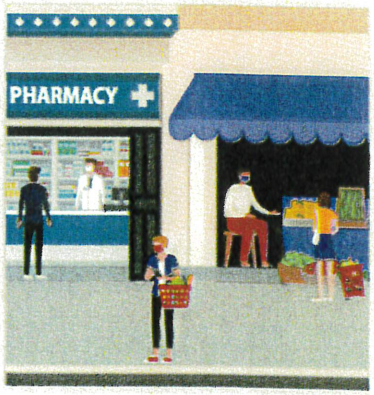


USE THE FACE COVERING TO HELP PROTECT OTHERS

- Wear a face covering to help protect others in case you're infected but don't have symptoms
- Keep the covering on your face the entire time you're in public
- Don't put the covering around your neck or up on your forehead
- Don't touch the face covering, and, if you do, clean your hands

FOLLOW EVERYDAY HEALTH HABITS

- Stay at least 6 feet away from others
- Avoid contact with people who are sick
- Wash your hands often, with soap and water, for at least 20 seconds each time
- Use hand sanitizer if soap and water are not available





TAKE OFF YOUR CLOTH FACE COVERING CAREFULLY, WHEN YOU'RE HOME

- Untie the strings behind your head or stretch the ear loops
- Handle only by the ear loops or ties
- Fold outside corners together
- Place covering in the washing machine
- Wash your hands with soap and water

CDC

Cloth face coverings are not surgical masks or N-95 respirators, both of which should be saved for health care workers and other medical first responders.

For instructions on making a cloth face covering, see: **cdc.gov/coronavirus**

How to Help Your Child *Adapt* to Wearing a Mask

10 Quick Tips for Parents

Explain Why

Use easy-to-understand language and positive phrasing.

For example, "Many people are sick right now. Wearing a mask will protect you from germs."

Take a Picture

Ask family members or friends to take pictures of themselves wearing masks.

You can even arrange a virtual get together so everyone can show off their masks.

Practice Makes Perfect

Shape the behavior by breaking it down into smaller steps. Then practice & reinforce each step.

1. Holding the mask.
2. Putting it against his/her face.
3. Securing the elastic.
4. Keeping the mask on for a period of time.

Explain the Upside

Talk with your child about the importance of masks and if we all wear masks then schools can have activities and sporting events.

Start with Familiar Clothing

Choose clothing and fabric that your child already wears and turn it into a mask.

Some ideas include a scarf or a bandanna.

Let's Pretend

Integrate masks into your favorite pretend play schemes.

Encourage your child to dress up as a doctor, nurse or veterinarian.

Give Positive Reinforcement

Recognize your child when they are wearing their mask with positive reinforcement.

Model mask wearing for your child.

Talk About the Science

Talk with your child about how masks work to help prevent the spread of germs.

Get Creative

Allow your child to decorate their mask using crayons or markers.

If you are planning to make a DIY cloth mask, allow him/her to pick the fabric color or pattern.

Stuffed Animals & Dolls Need Masks Too

Put a mask on your child's favorite stuffed animal or doll as a reminder that we are all in this together!

Provide Students With Quality Education Face to Face

Return to Educational Routine

Preschool Plan

Details specific to your school will be shared by your principal.

August 10th through August 23rd
NO SCHOOL: Teachers and support staff Work Days

August 24th
Morning Session: 7:45 – 11:30 AM

August 25th
Afternoon Session: 12:00 – 3:30 PM

August 26th
Morning and Afternoon Sessions: Regular Hours

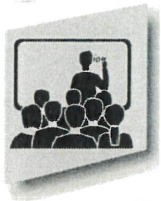
Reminder: The summer breakfast and lunch program (Ages 1-18) will continue through Friday, August 14th.



See schedule for August 24th -27th to allow for a safe environment to allow for a safe start to our school year.



Students report directly to classroom upon arrival in the morning and afternoon sessions.



Students will primarily remain with their classroom group throughout day.



All instruction occurs in the classroom to limit unnecessary student movement in the building



Specials will be limited to small groups and where social distancing is possible.



Practicing safe protocols will allow us to stay in session and promote a more consistent and effective learning environment.



Due to health regulations, our home providers will be available for services at the district office at 120 West 20th street.

Please complete health checks before coming to school.



Snacks will be delivered to the classroom.



Recess and breaks will be provided with time for hand washing.



Outdoor breaks will provide a safe place for students and staff to socially distance



Students and staff will wear face masks in accordance with CDC Guidelines. All visitors must wear masks inside the building.



Busing is available for pickup in the morning and drop off in the afternoon to the closest school. See the bus schedule for more information.

Provide Students With Quality Education Face to Face

Return to Educational Routine

Elementary Plan

Details specific to your school will be shared by your principal.

First Half-Day of School

August 10th and 11th

NO School: Teachers and Support Staff Work Days

August 12th

Kindergarten: 8:00 AM to 11:30 AM

August 13th

Kindergarten – 3rd Grades: 8:00 AM to 11:30 AM

August 14th

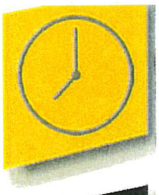
Kindergarten – 5th Grades: 8:00 AM to 11:30 AM

First Full Day of School

August 17th

K-12th grade

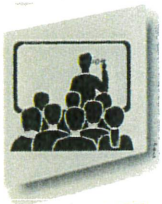
**Reminder: The summer breakfast and lunch program (Ages 1-18) will continue through Friday, August 14th.*



See schedule for August 12-14 to minimize large groups of students.



Students report directly to classroom - no walking club.



Students will primarily remain with their classroom group throughout day.



All classroom instruction occurs in the classroom to limit unnecessary student movement in the building.



Specials will be limited to individual class groups and where social distancing is possible.



Reteach key curriculum concepts from prior year.



Prioritize reading, math and social emotional learning.



Breakfast and lunch will be provided with social distancing and limited assigned lunch groups.



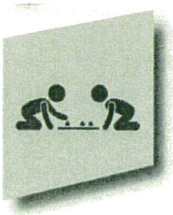
Recess and breaks will be provided with time for hand washing.



No salad bars or self-service items. All food service personnel and lunch room practices in compliance with CDC and limited group guidelines.



Parents and visitors and will be required to wear masks in the building.



Limited after school clubs.

Provide Students With Quality Education Face to Face

Return to Educational Routine

Richland and Fishers Plan

Details specific to your school will be shared by your principal.

August 10th and 11th
NO SCHOOL: Teachers and support staff Work Days

August 12th
Kindergarten through 2nd Grade: 8:00 – 11:30 AM

August 13th
Kindergarten through 5th Grade: 8:00 – 11:30 AM

August 14th
Kindergarten through 8th Grade: 8:00 – 11:30 AM
Reminder: The summer breakfast and lunch program (Ages 1-18) will continue through Friday, August 14th.

August 17th
First Full Day of School

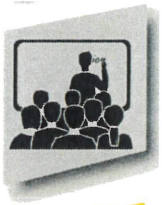


See schedule for August 12-14 to minimize large groups of students.



Students report directly to classroom.

First Week: Half-Day of School



Students will primarily remain with their classroom group throughout day.



All classroom instruction occurs in the classroom to limit unnecessary student movement in the building.



Specials will be limited to small groups and where social distancing is possible.



Reteach key curriculum concepts from prior year.



Prioritize reading, math and social emotional learning.



Breakfast and lunch will be provided with social distancing.



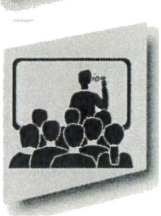
Recess and breaks will be provided with time for hand washing.



No salad bars or self-service items. All food service personnel and lunch room practices in compliance with CDC and limited group guidelines.



Students and staff will wear face masks in accordance with CDC Guidelines. All parents and visitors will be required to wear masks inside the building.



Limited after school clubs.

Provide Students With Quality Education Face to Face



August 12th: 6th Grade : 8:00 – 11:30 AM
August 13th: 6th and 7th Grades: 8:00 – 11:30 AM.
August 14th: 6th, 7th, and 8th Grades: 8:00 – 11:30 AM.
Reminder: The summer food service program (Ages 1-18)will continue through Friday, August 14th.

Middle School Plan

Details specific to your school will be shared by your principal.



Students report directly to designated area by team.



Staggered dismissal times and exit doors.



Students remain primarily with their grade levels throughout the day.



To keep students moving in hallways, lockers will be restricted use only (before school, lunch, and after school).



Reteach key curriculum concepts from prior year.



Classroom labs will use social distancing and small groups of students.



Limited after school clubs.



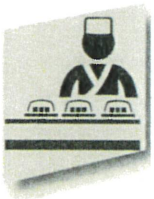
Expanded lunchtime and seating to social distance and limit large gatherings.



Lunch will have no salad bar or self-serve buffet lines.



Limited number of students in lunch line. Students will be dismissed and served by table.



All food service staff will wear masks & gloves.



Students and staff will wear face masks in accordance with CDC Guidelines. All visitors must wear masks inside the building.



Limited number of students allowed into PE locker room area at one time. PE lockers will be used.

Provide Students With Quality Education Face to Face

August 12th: 9th Grade: 8:05 to 11:37 AM 10th Grade 12:05 to 3:37 PM
August 13th: 11th grade: 8:05 to 11:37 AM 12th Grade 12:05 to 3:37 PM
August 14th: 9th Grade through 12th Grade (All Students) : 8:05 to 11:37 AM
Reminder: The summer food service program (Ages 1-18) will continue through Friday, August 14th.

High School Plan



Students arriving prior to 8:00 a.m. will enter at the Activity Entrance on the west side of the high school building and social distance.



After 8:00 a.m. students enter through the west library hall and report directly to 1st hour classroom.



Students will need to schedule an appointment to see a counselor, nurse, or office personnel.



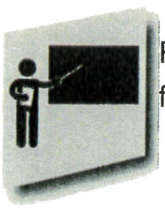
To keep students moving in hallways, limited use of hallway lockers. Backpacks can be carried at all times.



Students will need to keep moving in hallways with no congregation of large groups.`



Classroom labs will use social distancing and small groups of students.



Reteach key curriculum concepts from prior year.



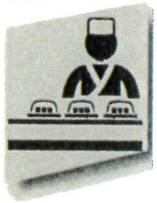
Expanded lunchtime and seating to social distance and limit large gatherings.



Limited number of students allowed into PE locker room area at one time. PE lockers will be used.



Limited number of students in lunch line. Lunch will have no self-serve buffet lines.



All food service staff will wear masks & gloves.



Staggered dismissal times by grade level - exit different doors.



Students and staff will wear face masks in accordance with CDC Guidelines. All visitors must wear masks inside the building.



Practices and competitions will follow NSAA and CDC Guidelines.

8/10/2020						
TRANSFERS WITHIN THE DISTRICT						
Last Name	**First Name**	**Transferring School Year**	**Date Transfer Requested**	**Grade Entering**	**SCS Resident School Building**	**SCS Transfering to Building**
OPTIONS OUT / IN Last Name	**First Name**	**Option School Year**	**Date Transfer Requested**	**Grade Entering**	**Resident District**	**Option district**
Engel	Kaine M.	2020/2021	2/17/2020	K	SCS/Richland	Columbus Public
Engel	Eli J	2020/2021	2/17/2020	K	SCS/Richland	Columbus Public
Kool	Harper	2020/2021	7/14/2020	K	SCS/Richland	Columbus Public
CANCELED OPTIONS						
Last Name	**First Name**	**Option School Year**	**Date canceled**		**Resident District**	**Option district**
Albers	**Chayden B.**	**2016/2017**	**7/30/2020**		**SCS/Fishes**	**Clarkson**
Albers	**Mason**	**2016/2017**	**7/30/2020**		**SCS/Fishes**	**Clarkson**

x

PARENT/STUDENT REMOTE OR ALTERNATE LEARNING ELECTION FORM

I represent that I am a legal, responsible adult. I represent and warrant that I am signing this document for myself and my child(ren).

The novel coronavirus (also known as "COVID-19") is extremely contagious and is believed to spread mainly from person-to-person contact. As a result, federal, state, and local governments and federal and state health agencies recommend the wearing of masks and social distancing. In many locations, those same agencies have prohibited the congregation of groups of people.

The Schuyler Public School District ("the District") has endeavored to implement preventative measures to reduce the potential spread of COVID-19 during the 2020-2021 school year; however, the District cannot guarantee that you or your child(ren) will not become infected with COVID-19.

Given the potential risks of the COVID-19 pandemic, the District will provide a remote learning option for those parents and students who affirmatively elect not to send their child(ren) to in-person instruction. Those parents who affirmatively elect the remote option do so knowing that the District is willing to educate their students in-person. By affirmatively electing the remote learning option, I understand that my child(ren) may not receive the same level of education and may miss other important components of in-person school, such as social and emotional development. I also understand and acknowledge that my child(ren) may not be eligible for certain activities as a remote learning student. Nonetheless, I elect to enroll my child(ren) in a remote learning environment for the 2020-2021 school year. I further understand that, by electing to enroll my child(ren) in the remote learning environment, I will not be able to change my decision to in-person instruction until the second semester of the 2020-2021 school year.

I understand that this decision is entirely voluntary and that the District will educate my child(ren) in person if I decline to sign and submit this form.

I understand and agree that my signature below represents a signature on behalf of myself and my child(ren).

Signature of each parent or guardian: Date of Signature

_____ _____

_____

_____ _____ _____

Student's Name Grade Attendance Center

FORMULARIO DE ELECCIÓN DE APRENDIZAJE REMOTO O ALTERNO PARA PADRES / ESTUDIANTES

Declaro que soy un adulto legal y responsable. Declaro y garantizo que estoy firmando este documento para mí y para mi (s) hijo (s).

El nuevo coronavirus (también conocido como "COVID-19") es extremadamente contagioso y se cree que se transmite principalmente por contacto de persona a persona. Como resultado, los gobiernos federales, estatales y locales y las agencias de salud federales y estatales recomiendan el uso de máscaras y el distanciamiento social. En muchos lugares, esas mismas agencias han prohibido la congregación de grupos de personas.

El Distrito de Escuelas Públicas de Schuyler ("el Distrito") se ha esforzado por implementar medidas preventivas para reducir la posible propagación de COVID-19 durante el año escolar 2020-2021; sin embargo, el Distrito no puede garantizar que usted o su (s) hijo (s) no se infectarán con COVID-19.

Dados los riesgos potenciales de la pandemia de COVID-19, el Distrito proporcionará una opción de aprendizaje remoto para aquellos padres y estudiantes que opten afirmativamente por no enviar a sus hijos a la instrucción en persona. Los padres que eligen afirmativamente la opción remota lo hacen sabiendo que el Distrito está dispuesto a educar a sus estudiantes en persona. Al elegir afirmativamente la opción de aprendizaje remoto, entiendo que mi (s) hijo (s) pueden no recibir el mismo nivel de educación y pueden perder otros componentes importantes de la escuela en persona, como el desarrollo social y emocional. También entiendo y reconozco que mi (s) hijo (s) pueden no ser elegibles para ciertas actividades como estudiante de aprendizaje remoto. No obstante, elijo inscribir a mi (s) hijo (s) en un entorno de aprendizaje remoto para el año escolar 2020-2021. Además, entiendo que, al optar por inscribir a mis hijos en el entorno de aprendizaje remoto, no podré cambiar mi decisión a la instrucción en persona hasta el segundo semestre del año escolar 2020-2021.

Entiendo que esta decisión es totalmente voluntaria y que el Distrito educará a mis hijos en persona si me niego a firmar y enviar este formulario.

Entiendo y acepto que mi firma a continuación representa una firma en mi nombre y en mi (s) hijo (s).

Firma de cada padre o tutor: Fecha de la firma

_____ _____

_____

_____ _____ _____

Nombre del estudiante Grado Centro de asistencia

Schuyler Community Schools

120 W. 20th, Schuyler, NE 68661
Superintendent Dr. Daniel Hoesing
Phone: 402-352-3527 Fax: 402-352-5552

Schuyler Community Schools
2020-2021 Remote Learning Application
K-6 Application

Interactive Instruction: Daily Instruction provided via ZOOM Only

Subject: Reading/Language Arts **Subject:** Math

Time: _____ **Time:** _____

Additional Class Resources Requested:

_____

_____

_____

_____

Special Education/ELL Services Requested

_____

_____

_____

_____

Parents must provide access to an Internet connection or make arrangements with the district office for an education space for the scheduled class time. Remote instruction requires parents to assist in keeping up with the pace of interactive instruction, homework completion and serve as the test proctor.

I agree to the above remote learning guidelines for the first semester of the 2020-21 school year.

_____ _____
Parent Principal

_____ _____
Date Date

Dr. Daniel Hoesing
Superintendent
120 W. 20th Street
Schuyler, NE 68661
Phone: 402-352-3527
Fax: 402-352-5552

Darli Vrba
K-12 Special Education Administrator
120 W. 20th Street
Schuyler, NE 68661
Phone: 402-352-8827
Fax: 402-352-5552

Dave Gibbons
PK-12 Director of Curriculum, School Improvement and Special Services
120 W. 20th Street
Schuyler, NE 68661
Phone: 402-352-8827 Fax: 402-352-5552

Schuyler Community Schools

120 W. 20th, Schuyler, NE 68661
Superintendent Dr. Daniel Hoesing
Phone: 402-352-3527 Fax: 402-352-5552

Schuyler Community Schools
2020-2021 Remote Learning Application
7-8 Application

Interactive Instruction: Daily Instruction provided via ZOOM Only

Subject: Reading/Language Arts _____ Subject: Math _____

Time: _____ Time: _____

Subject: Science _____ Subject: Social Studies _____

Time: _____ Time: _____

Additional Class Resources Requested:

_____

_____

_____

_____

Special Education/ELL Services Requested

_____

_____

_____

_____

Parents must provide access to an Internet connection or make arrangements with the district office for an education space for the scheduled class time. Remote instruction requires parents to assist in keeping up with the pace of interactive instruction, homework completion and serve as the test proctor.

I agree to the above remote learning guidelines for the first semester of the 2020-21 school year.

_____ _____

Parent Principal

_____ _____

Date Date

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Schuyler Community Schools

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Superintendent Dr. Daniel Hoesing
Phone: 402-352-3527 Fax: 402-352-5552

Schuyler Community Schools
2020-2021 Remote Learning Application
9-12 Application

Interactive Instruction: Daily Instruction provided via ZOOM Only

Subject: _____ Subject: _____

Time: _____ Time: _____

Subject: _____ Subject: _____

Time: _____ Time: _____

Additional Online Classes Requested:

_____

_____

_____

_____

Special Education/ELL Services Requested

_____

_____

_____

_____

Parents must provide access to an Internet connection or make arrangements with the district office for an education space for the scheduled class time. Remote instruction requires parents to assist in keeping up with the pace of interactive instruction, homework completion and serve as the test proctor.

I agree to the above remote learning guidelines for the first semester of the 2020-21 school year.

_____ _____

Parent Principal

_____ _____

Date Date

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Superintendent
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Schuyler, NE 68661
Phone: 402-352-3527
Fax: 402-352-5552

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