

# Board of Education Regular Meeting

Monday, July 8, 2024 7:00 PM

Minden High School Media Center, 543 West 5th, Minden, NE 68959-0301

Andy Craig: Present  
Justin Glanzer: Present  
Cody Krull: Present  
Kevin Raun: Present  
Rusty Rhynalds: Present  
Katie Sinsel: Present

## 1. Call to Order

1.a. Open Meetings Act is Posted

1.b. Mission Statement

1.c. Roll Call

1.d. Pledge of Allegiance

## 2. Public Comment

## 3. Consent Agenda

### Action(s):

Motion to approve the Consent Agenda. This motion, made by Andy Craig and seconded by Justin Glanzer, Passed.

### Voting Detail:

Andy Craig: Yea  
Justin Glanzer: Yea  
Cody Krull: Yea  
Kevin Raun: Yea  
Rusty Rhynalds: Yea  
Katie Sinsel: Nay

**Voting Summary:** Yea: 5, Nay: 1

3.a. Consider Minutes from June 10 Meeting

3.b. Consider Financial Reports

3.c. Consider Expenditures and Claims for Payment

## 4. Reports

4.a. Board Committees

4.b. Principals

4.c. Superintendent

## 5. Policy Review and Updates

5.a. Consider and Discuss Policy 5013 Preschool Enrollment

**6. Action Items**

6.a. Consider, Discuss, and Take Action on Amendments to Policy 1050 Public Access to School Records, Policy 3130 Purchasing Policies, Policy 3140 Contracting for Services, Policy 3571 Meal Charge Policy, Policy 4141 Teacher Training (with Resolution), Policy 5006 Option Enrollment, Policy 5008 Student Attendance, Policy 5101 Student Discipline, Policy 5201 Promotion & Retention, Policy 5205 Graduation, Policy 6111 Classroom Environment, Policy 6700 Firearm Policy, Policy 8240 Membership in School Board Associations, Policy 8342 Designated Method of Giving Notice of Meetings with said changes and Policy 8346 Public Participation at Board Meetings

**Action(s):**

Motion to approve the amendments to Policy 1050 Public Access to School Records, Policy 3130 Purchasing Policies, Policy 3140 Contracting for Services, Policy 3571 Meal Charge Policy, Policy 4141 Teacher Training (with Resolution), Policy 5006 Option Enrollment, Policy 5008 Student Attendance, Policy 5101 Student Discipline, Policy 5201 Promotion & Retention, Policy 5205 Graduation, Policy 6111 Classroom Environment, Policy 6700 Firearm Policy, Policy 8240 Membership in School Board Associations, Policy 8342 Designated Method of Giving Notice of Meetings with stated changes, Policy 8346 Public Participation at Board Meetings. This motion, made by Justin Glanzer and seconded by Cody Krull, Passed.

**Voting Detail:**

Andy Craig: Yea  
Justin Glanzer: Yea  
Cody Krull: Yea  
Kevin Raun: Yea  
Rusty Rhynalds: Yea  
Katie Sinsel: Nay

**Voting Summary:** Yea: 5, Nay: 1

6.b. Consider, Discuss, and Take Action on Removal of Policy 6310 Textbook Loans

**Action(s):**

Motion to remove and rescind Policy 6310 Textbook Loans. This motion, made by Cody Krull and seconded by Kevin Raun, Passed.

**Voting Detail:**

Andy Craig: Yea  
Justin Glanzer: Yea  
Cody Krull: Yea

Kevin Raun: Yea  
Rusty Rhynalds: Yea  
Katie Sinsel: Yea

**Voting Summary:** Yea: 6, Nay: 0

6.c. Consider, Discuss, and Take Action on Authorization for the 2024-25 School Food Service Program

**Action(s):**

Motion to designate Shelia Sanford and Jeremy Knajdl as the authorized representatives of the Minden Public Schools Food Service Program for the 2024-25 school year. This motion, made by Rusty Rhynalds and seconded by Katie Sinsel, Passed.

**Voting Detail:**

Andy Craig: Yea  
Justin Glanzer: Yea  
Cody Krull: Yea  
Kevin Raun: Yea  
Rusty Rhynalds: Yea  
Katie Sinsel: Yea

**Voting Summary:** Yea: 6, Nay: 0

6.d. Consider, Discuss, and Take Action on 2024-25 Preschool, East Elementary, Middle School, High School, and Staff Handbooks

**Action(s):**

Motion to approve the 2024-25 Preschool, East Elementary, Middle School, High School, and Staff Handbooks. This motion, made by Andy Craig and seconded by Justin Glanzer, Passed.

**Voting Detail:**

Andy Craig: Yea  
Justin Glanzer: Yea  
Cody Krull: Yea  
Kevin Raun: Yea  
Rusty Rhynalds: Yea  
Katie Sinsel: Yea

**Voting Summary:** Yea: 6, Nay: 0

6.e. Consider, Discuss, and Take Action on Membership in Nebraska Rural Community Schools Association

**Action(s):**

Motion to approve membership in Nebraska Rural Community Schools Association. This motion, made by Cody Krull and seconded by Kevin Raun, Passed.

**Voting Detail:**

Andy Craig: Yea  
Justin Glanzer: Yea  
Cody Krull: Yea  
Kevin Raun: Yea  
Rusty Rhynalds: Yea

Katie Sinsel: Nay

**Voting Summary:** Yea: 5, Nay: 1

6.f. Consider, Discuss, and Take Action on Second Bill Run for July

**Action(s):**

Motion to approve Jeremy Knajdl to complete a second bill run on July 11. This motion, made by Kevin Raun and seconded by Justin Glanzer, Passed.

**Voting Detail:**

Andy Craig: Yea

Justin Glanzer: Yea

Cody Krull: Yea

Kevin Raun: Yea

Rusty Rhynalds: Yea

Katie Sinsel: Yea

**Voting Summary:** Yea: 6, Nay: 0

7. **Next Meeting**

8. **Adjournment per Board President Action at 7:43 p.m.**

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Board Secretary

**MINDEN PUBLIC SCHOOLS  
BOARD OF EDUCATION  
June 10, 2024**

The agenda for the June 10, 2024 meeting was posted at the United States Post Office in Minden, Minden Exchange Bank, First Bank and Trust Company, Kearney County Courthouse, and the Minden city office. Agendas were mailed to the United States Post Office in Upland and Heartwell. The agenda was posted in the superintendent's office and notice was published in the local paper.

At 7:00 pm, the Board heard support, opposition, criticism and/or suggestions for the reaffirmation of Policy 5415 Anti-Bullying, Policy 5416 Student Fees, and Policy 6400 Parental Involvement. At 7:05 pm, the hearing was closed.

1. The board meeting began at 7:05 pm with all board members present.

3. Motion by Craig and second by Glanzer to approve the consent agenda consisting of minutes from the May 13 meeting, financial reports, and claims for payment. Roll call: Craig, aye; Glanzer, aye; Krull, aye; Raun, aye; Rhynalds, aye; Sinsel, nay. Motion carried.

5. The board reviewed the amendments to Policy 1050 Public Access to School Records, Policy 3130 Purchasing Polices, Policy 3140 Contracting for Services, Policy 3571 Meal Charge Policy, Policy 4141 Teacher Training with Resolution, Policy 5006 Option Enrollment, Policy 5008 Student Attendance, Policy 5101 Student Discipline, Policy 5201 Promotion & Retention, Policy 5205 Graduation, Policy 6111 Classroom Environment, Policy 6700 Firearm Policy, Policy 8240 Membership in School Board Associations, Policy 8342 Designated Method of Giving Notice of Meetings, Policy 8346 Public Participation at Board Meetings.

6.a. Motion by Glanzer and second by Krull to reaffirm Policy 5415 Anti-Bullying, Policy 5416 Student Fees, and Policy 6400 Parental Involvement. Roll call: Craig, aye; Glanzer, aye; Krull, aye; Raun, aye; Rhynalds, aye; Sinsel, aye. Motion carried.

6.b. Motion by Glanzer and second by Sinsel to authorize James Widdifield as the representative of Minden Public Schools to sign claims and forms for all federal programs for the 2024-25 school year. Roll call: Craig, aye; Glanzer, aye; Krull, aye; Raun, aye; Rhynalds, aye; Sinsel, aye. Motion carried.

6.c. Motion by Krull and second by Glanzer to authorize and direct the Superintendent or his designee to dispose of all obsolete furniture, books, materials, and equipment in the most favorable manner to the District in accordance with all laws, rules, and regulations pertaining to such disposition. Roll call: Craig, aye; Glanzer, aye; Krull, aye; Raun, aye; Rhynalds, aye; Sinsel, aye. Motion carried.

8. At 8:00 pm, the meeting was adjourned per Board President action.

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Secretary, Board of Education

MINDEN PUBLIC SCHOOLS  
TREASURER'S REPORT  
June 30, 2024

SCHOOL BALANCE - May 31, 2024		\$385,942.35
Current Months Receipts		\$916,680.29
Transfers from Investments		\$400,000.00
Total Beginning Balance and Receipts		\$1,702,622.64
Less: Disbursements		\$1,215,552.82
Transfer to Investments		
Total Disbursements		\$1,215,552.82
SCHOOL BALANCE - June 30, 2024		\$487,069.82
 BALANCE PER BANK STATEMENT - June 30, 2024		 \$500,064.90
Deposits In Transit		\$0.00
LESS : Outstanding Checks		\$12,995.08
RECONCILED BANK BALANCE - June 30, 2024		\$487,069.82
(Balance - June 30, 2023 = \$181,720.68)		
 GENERAL FUND INVESTMENTS		 \$4,075,644.47
Money Market Minden Exchange	\$2,740,080.31	2.48% demand
Money Market First Bank	\$1,335,564.16	2.74% demand
(Balance June 30, 2023 = \$3,784,368.04)		
 DEPRECIATION FUND INVESTED		 \$78,013.45
Money Market Minden Exchange Bank	\$29,614.36	2.17% demand
Money Market First Bank	\$48,393.90	2.13% demand
Checking Minden Exchange Bank	\$5.19	
(Balance June 30, 2023 = \$170,537.89)		
 BUILDING FUND		 \$2,736,822.33
Money Market Minden Exchange Bank	\$471,750.13	2.48% demand
Money Market First Bank	\$165,346.55	2.74% demand
NE Liquid Asset Fund - Building Fund	\$2,099,721.15	5.02% demand
Checking Minden Exchange Bank	\$4.50	
(Balance June 30, 2023 = \$1,695,252.88)		
 BOND FUND		 \$1,754,274.97
Money Market Minden Exchange Bank	\$1,105,920.45	2.48% demand
NE Liquid Asset Fund - Bond Fund	\$648,354.52	5.02% demand
(Balance June 30, 2023 = \$1,707,872.21)		
 LUNCH FUND		 \$25,735.04
Money Market First Bank	\$1,872.82	1.52% demand
Checking First Bank	\$23,862.22	
(Balance June 30, 2023 = \$77,161.99)		
 FUNDS PLEDGED FOR DEPOSITS		
Minden Exchange Bank	\$6,500,000.00	Plus 250M FDIC
First Bank	\$2,065,000.00	Plus 250M FDIC

Scott W. Johnson, Treasurer

MINDEN PUBLIC SCHOOLS  
TREASURER'S REPORT SUPPLEMENT  
ACCOUNT RECONCILIATIONS  
June 30, 2024

Bank	Account #	Beginning Balance	Plus: Receipts	Plus/(Minus) Transfers	Minus: Expenditures	Ending/ Reconciled Balance	Previous Year Ending Balance
<b>General Fund</b>							
MEB	401505	\$385,942.35	\$916,680.29	\$400,000.00	\$1,215,552.82	\$487,069.82	\$181,720.68
MEB	601096	\$3,134,698.93	\$5,381.38	(\$400,000.00)	\$0.00	\$2,740,080.31	\$2,484,568.21
FB&T	801472	\$1,332,595.94	\$2,968.22	\$0.00	\$0.00	\$1,335,564.16	\$1,299,799.83
	<b>Subtotal</b>	<b>\$4,853,237.22</b>	<b>\$925,029.89</b>	<b>\$0.00</b>	<b>\$1,215,552.82</b>	<b>\$4,562,714.29</b>	<b>\$3,966,088.72</b>
<b>Depreciation Fund</b>							
MEB	401919	\$5.19	\$0.00	\$0.00	\$0.00	\$5.19	\$5.19
MEB	613109	\$29,565.60	\$48.76	\$0.00	\$0.00	\$29,614.36	\$123,151.07
FB&T	807982	\$48,310.12	\$83.78	\$0.00	\$0.00	\$48,393.90	\$47,381.63
	<b>Subtotal</b>	<b>\$77,880.91</b>	<b>\$132.54</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$78,013.45</b>	<b>\$170,537.89</b>
<b>Building Fund</b>							
MEB	106690	\$4.50	\$0.00	\$152,952.40	\$152,952.40	\$4.50	\$4.50
MEB	603209	\$547,972.07	\$76,730.46	(\$152,952.40)	\$0.00	\$471,750.13	\$905,914.96
FB&T	801407	\$164,979.08	\$367.47	\$0.00	\$0.00	\$165,346.55	\$160,918.84
NLAF	9300655	\$2,091,092.11	\$8,629.04	\$0.00	\$0.00	\$2,099,721.15	\$628,414.58
	<b>Subtotal</b>	<b>\$2,804,047.76</b>	<b>\$85,726.97</b>	<b>\$0.00</b>	<b>\$152,952.40</b>	<b>\$2,736,822.33</b>	<b>\$1,695,252.88</b>
<b>Bond Fund</b>							
MEB	620112	\$1,193,871.64	\$79,020.06	\$0.00	\$166,971.25	\$1,105,920.45	\$1,095,428.39
NLAF	9300692	\$647,629.83	\$724.69	\$0.00	\$0.00	\$648,354.52	\$612,443.82
	<b>Subtotal</b>	<b>\$1,841,501.47</b>	<b>\$79,744.75</b>	<b>\$0.00</b>	<b>\$166,971.25</b>	<b>\$1,754,274.97</b>	<b>\$1,707,872.21</b>
<b>Lunch Fund</b>							
FB&T	801399	\$1,870.50	\$2.32	\$0.00	\$0.00	\$1,872.82	\$51,259.67
FB&T	990119	\$45,311.28	\$37,268.32	\$0.00	\$58,717.38	\$23,862.22	\$25,902.32
	<b>Subtotal</b>	<b>\$47,181.78</b>	<b>\$37,270.64</b>	<b>\$0.00</b>	<b>\$58,717.38</b>	<b>\$25,735.04</b>	<b>\$77,161.99</b>
<b>Grand Total</b>		<b>\$9,623,849.14</b>	<b>\$1,127,904.79</b>	<b>\$0.00</b>	<b>\$1,594,193.85</b>	<b>\$9,157,560.08</b>	<b>\$7,616,913.69</b>

## 2023/24 Projections vs. Actuals for General Fund

### As of June 30, 2024

#### Income

2023/24 Budgeted Income = \$12,867,073.68

Month	Projected Income	Actual Income	Over/(Under) Projection	Running Balance Over/(Under) Projection
September	\$2,458,897.78	\$2,303,327.59	(\$155,570.19)	(\$155,570.19)
October	\$546,850.63	\$710,311.60	\$163,460.97	\$7,890.78
November	\$214,880.13	\$285,155.53	\$70,275.40	\$78,166.18
December	\$202,013.06	\$356,249.02	\$154,235.96	\$232,402.14
January	\$1,975,095.81	\$2,234,201.26	\$259,105.45	\$491,507.59
February	\$1,002,345.04	\$946,039.11	(\$56,305.93)	\$435,201.66
March	\$819,632.59	\$938,164.57	\$118,531.98	\$553,733.64
April	\$618,906.24	\$624,824.27	\$5,918.03	\$559,651.67
May	\$3,319,705.01	\$3,457,917.25	\$138,212.24	\$697,863.91
June	\$1,246,819.44	\$917,139.82	(\$329,679.62)	\$368,184.29
July	\$212,306.72			
August	\$249,621.23			

#### Cash Flow

Month	Projected Cash Flow	Actual Cash Flow	Over/(Under) Projection	Running Balance Over/(Under) Projection
September	\$1,175,332.97	\$1,037,740.97	(\$137,592.00)	(\$137,592.00)
October	(\$554,696.06)	(\$380,482.27)	\$174,213.79	\$36,621.79
November	(\$874,532.02)	(\$692,704.36)	\$181,827.66	\$218,449.45
December	(\$900,881.92)	(\$615,379.05)	\$285,502.87	\$503,952.32
January	\$872,200.83	\$1,295,525.73	\$423,324.90	\$927,277.22
February	(\$70,887.72)	(\$65,288.14)	\$5,599.58	\$932,876.80
March	(\$273,824.41)	(\$66,589.37)	\$207,235.04	\$1,140,111.84
April	(\$478,595.61)	(\$493,198.14)	(\$14,602.53)	\$1,125,509.31
May	\$2,200,630.64	\$2,401,881.54	\$201,250.90	\$1,326,760.21
June	\$108,869.12	(\$290,522.93)	(\$399,392.05)	\$927,368.16
July	(\$873,060.59)			
August	(\$946,305.23)			

#### Expenses

2023/24 Budgeted Expenses = \$13,482,823.68

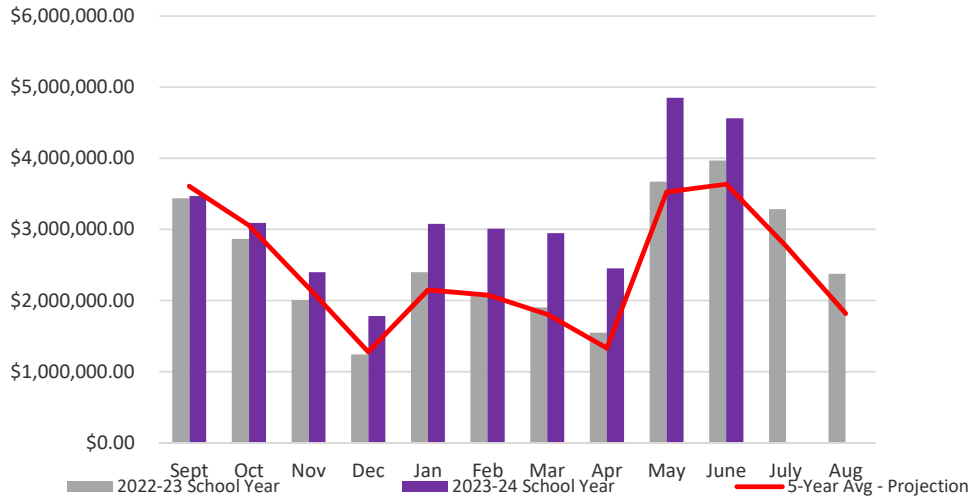
Month	Projected Expenses	Actual Expenses	Over/(Under) Projection	Running Balance Over/(Under) Projection
September	\$1,283,564.81	\$1,265,586.62	(\$17,978.19)	(\$17,978.19)
October	\$1,101,546.69	\$1,090,793.87	(\$10,752.82)	(\$28,731.01)
November	\$1,089,412.15	\$977,859.89	(\$111,552.26)	(\$140,283.27)
December	\$1,102,894.98	\$971,628.07	(\$131,266.91)	(\$271,550.18)
January	\$1,102,894.98	\$938,675.53	(\$164,219.45)	(\$435,769.63)
February	\$1,073,232.76	\$1,011,327.25	(\$61,905.51)	(\$497,675.14)
March	\$1,093,457.00	\$1,004,753.94	(\$88,703.06)	(\$586,378.20)
April	\$1,097,501.85	\$1,118,022.41	\$20,520.56	(\$565,857.64)
May	\$1,119,074.37	\$1,056,035.71	(\$63,038.66)	(\$628,896.30)
June	\$1,137,950.32	\$1,207,662.75	\$69,712.43	(\$559,183.87)
July	\$1,085,367.31			
August	\$1,195,926.46			

#### General Fund Balance

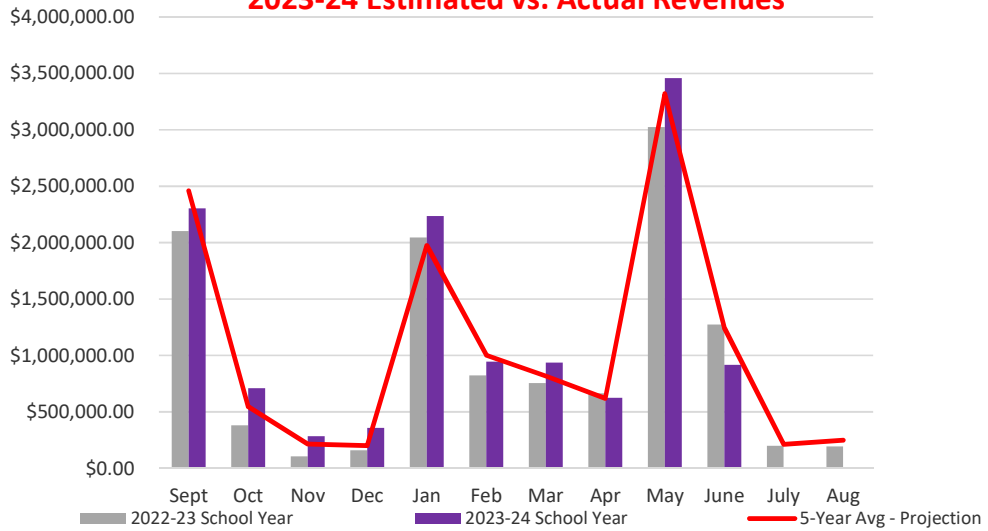
Beginning Reconciled GF Balance = \$2,431,730.31

Month	Projected GF Balance	Actual Reconciled GF Balance	Over/(Under) Projection
September	\$3,607,063.28	\$3,469,471.28	(\$137,592.00)
October	\$3,052,367.22	\$3,088,989.01	\$36,621.79
November	\$2,177,835.20	\$2,396,284.65	\$218,449.45
December	\$1,276,953.28	\$1,780,905.60	\$503,952.32
January	\$2,149,154.11	\$3,076,431.33	\$927,277.22
February	\$2,078,266.39	\$3,011,143.19	\$932,876.80
March	\$1,804,441.98	\$2,944,553.82	\$1,140,111.84
April	\$1,325,846.37	\$2,451,355.68	\$1,125,509.31
May	\$3,526,477.01	\$4,853,237.22	\$1,326,760.21
June	\$3,635,346.13	\$4,562,714.29	\$927,368.16
July	\$2,762,285.54		
August	\$1,815,980.31		

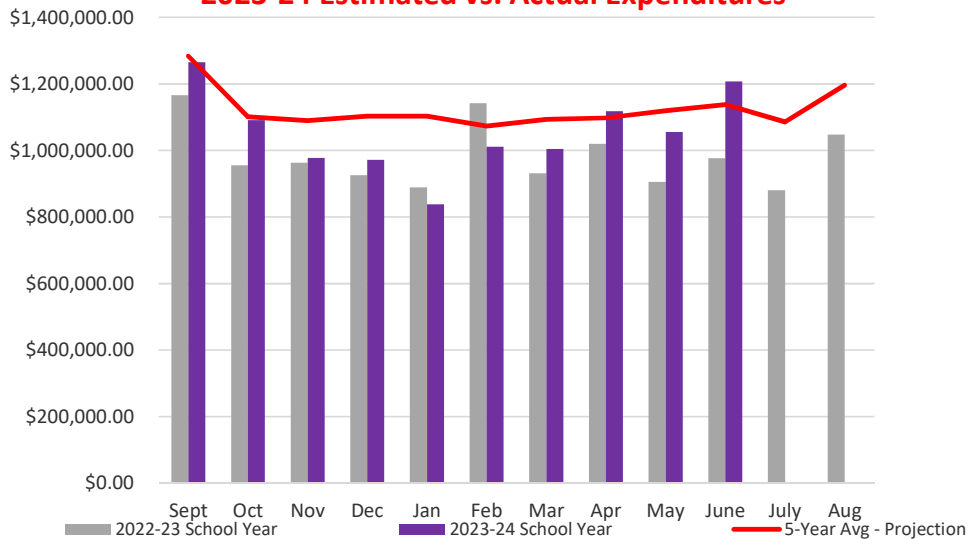
### 2023-24 Estimated vs. Actual General Fund Balance



### 2023-24 Estimated vs. Actual Revenues



### 2023-24 Estimated vs. Actual Expenditures



# General Fund Expenditures

Account Description	Adopted Budget	Disbursed	Remaining Balance	Percent Spent
01100 - Regular Instruction	\$6,237,917.23	\$5,578,771.49	\$659,145.74	89.43%
01125 - Academic Intervention (Flex Funding)	\$99,357.14	\$88,828.01	\$10,529.13	89.40%
01200 - School Age SPED	\$1,538,537.83	\$1,193,546.89	\$344,990.94	77.58%
01291 - Preschool Age 3-5	\$15,077.25	\$8,502.77	\$6,574.48	56.39%
01292 - Preschool Age 0-2	\$120.79	\$20.79	\$100.00	17.21%
01300 - Summer School	\$21,244.67	\$21,237.99	\$6.68	99.97%
02120 - Guidance Counselor	\$302,270.58	\$283,252.96	\$19,017.62	93.71%
02130 - Health Services	\$81,840.84	\$70,690.03	\$11,150.81	86.38%
02141 - School Psychologist - School Age	\$122,184.73	\$111,982.69	\$10,202.04	91.65%
02151 - Speech Path & Deaf Ed	\$217,049.29	\$176,299.13	\$40,750.16	81.23%
02152 - Speech Path & Deaf Ed	\$800.00	\$497.00	\$303.00	62.13%
02153 - Speech Path & Deaf Ed	\$0.00	\$179.04	(\$179.04)	
02161 - Occupational Therapy	\$37,750.00	\$43,699.50	(\$5,949.50)	115.76%
02171 - Physical Therapy	\$12,750.00	\$11,704.50	\$1,045.50	91.80%
02172 - Physical Therapy	\$2,500.00	\$4,110.75	(\$1,610.75)	164.43%
02173 - Physical Therapy	\$1,500.00	\$202.50	\$1,297.50	13.50%
02190 - Student Activities	\$202,964.34	\$367,175.91	(\$164,211.57)	180.91%
02212 - Instruction & Curriculum Development	\$0.00	\$5,600.00	(\$5,600.00)	
02213 - Instructional Staff Training	\$33,000.00	\$8,336.51	\$24,663.49	25.26%
02220 - Media Center	\$266,849.36	\$232,955.16	\$33,894.20	87.30%
02230 - Technology Support	\$153,228.94	\$139,338.08	\$13,890.86	90.93%
02240 - Assessment Coordinator	\$20,070.18	\$17,549.29	\$2,520.89	87.44%
02310 - Board of Education	\$49,850.00	\$24,371.05	\$25,478.95	48.89%
02320 - Superintendent	\$308,332.74	\$285,411.01	\$22,921.73	92.57%
02330 - District Legal Services	\$50,000.00	\$14,471.72	\$35,528.28	28.94%
02410 - Principal	\$705,147.12	\$583,898.93	\$121,248.19	82.81%
02510 - Business Office	\$229,587.81	\$200,129.80	\$29,458.01	87.17%
02610 - Custodial	\$503,450.00	\$453,811.90	\$49,638.10	90.14%
02620 - Building Maintenance	\$939,490.10	\$693,258.12	\$246,231.98	73.79%
02630 - Grounds Maintenance	\$196,009.22	\$114,471.76	\$81,537.46	58.40%
02640 - Equipment Repair & Maintenance	\$24,597.47	\$23,546.46	\$1,051.01	95.73%
02650 - Non-Pupil Vehicle	\$6,000.00	\$5,052.52	\$947.48	84.21%
02660 - Security	\$44,000.00	\$5,634.87	\$38,365.13	12.81%
02670 - Safety	\$48,450.00	\$29,289.05	\$19,160.95	60.45%
02710 - School Bus Driving	\$351,455.20	\$222,970.38	\$128,484.82	63.44%
02712 - School Age SPED Driving	\$4,786.23	\$0.00	\$4,786.23	0.00%
02713 - Below Age 5 SPED Driving	\$11,871.57	\$8,851.74	\$3,019.83	74.56%
02730 - School Bus Driving Vehicle Maintenance	\$66,123.09	\$38,215.76	\$27,907.33	57.79%
02732 - School Age SPED Vehicle Maintenance	\$3,000.00	\$100.00	\$2,900.00	3.33%
03535 - High Ability Learners	\$47,839.33	\$44,066.83	\$3,772.50	92.11%
03551 - Career (CTE) Education	\$0.00	\$7,501.30	(\$7,501.30)	
06200 - Title IA	\$146,308.00	\$124,030.45	\$22,277.55	84.77%
06406 - IDEA Preschool (619) Base Allocation	\$2,467.00	\$2,467.00	\$0.00	100.00%
06408 - IDEA Part B (611)	\$188,935.00	\$174,034.83	\$14,900.17	92.11%
06412 - IDEA Non-Public	\$1,110.63	\$1,110.00	\$0.63	99.94%
06700 - Carl Perkins	\$2,000.00	\$180.00	\$1,820.00	9.00%
08000 - Transfers (Outgoing)	\$185,000.00	\$155,000.00	\$30,000.00	83.78%
09000 - Reimbursed by Other Funds/Entities	\$0.00	(\$73.70)	\$73.70	
<b>Total</b>	<b>\$13,482,823.68</b>	<b>\$11,576,282.77</b>	<b>\$1,906,540.91</b>	<b>85.86%</b>

# General Fund Revenues - Thru 6/30/24

Account Description	Adopted Budget	Received	Remaining Balance	Percent Received
01100 - Taxes Levied/Assessed	\$9,309,118.68	\$6,233,957.81	\$3,075,160.87	66.97%
01115 - Carline Taxes	\$3,500.00	\$2,828.87	\$671.13	80.82%
01120 - Public Power District Sales Tax	\$35,000.00	\$44,186.30	(\$9,186.30)	126.25%
01125 - Motor Vehicle Taxes	\$425,000.00	\$434,454.68	(\$9,454.68)	102.22%
01140 - Penalty & Interest on Delinquent Taxes	\$14,250.00	\$15,809.70	(\$1,559.70)	110.95%
01323 - SPED Tuition from Other School Districts	\$50,000.00	\$0.00	\$50,000.00	0.00%
01370 - Preschool Tuition and Fees	\$25,000.00	\$20,460.00	\$4,540.00	81.84%
01510 - Interest	\$30,000.00	\$58,414.68	(\$28,414.68)	194.72%
01910 - Rental of School Facilities & Equipment	\$1,000.00	\$0.00	\$1,000.00	0.00%
01911 - Local License Fees	\$3,750.00	\$2,420.88	\$1,329.12	64.56%
01920 - Contributions and Donations	\$1,000.00	\$0.00	\$1,000.00	0.00%
01921 - Police Court Fines	\$500.00	\$250.00	\$250.00	50.00%
01960 - Misc. Revenue from Other Gov't. Units	\$0.00	\$4,658.00	(\$4,658.00)	
01980 - Refund of Prior Year's Expenditures	\$0.00	\$207.57	(\$207.57)	
01990 - Miscellaneous Local Revenue	\$300.00	\$48.38	\$251.62	16.13%
02110 - County Fines & License Fees	\$20,000.00	\$25,517.74	(\$5,517.74)	127.59%
03110 - State Aid	\$1,324,923.00	\$1,324,923.00	\$0.00	100.00%
03120 - Special Education - School Age	\$1,125,000.00	\$1,143,169.00	(\$18,169.00)	101.62%
03125 - SPED Transportation - School Age	\$0.00	\$3,038.00	(\$3,038.00)	
03130 - Homestead Exemption	\$0.00	\$79,556.45	(\$79,556.45)	
03131 - Property Tax Credit	\$0.00	\$791,845.36	(\$791,845.36)	
03180 - Pro-Rate Motor Vehicle	\$20,000.00	\$15,039.35	\$4,960.65	75.20%
03400 - State Apportionment	\$101,750.00	\$145,399.33	(\$43,649.33)	142.90%
03535 - High Ability Learners Payments	\$8,000.00	\$8,156.00	(\$156.00)	101.95%
03551 - Career (CTE) Education	\$0.00	\$7,500.00	(\$7,500.00)	
04505 - "ESSA Title I, Part A"	\$105,936.00	\$30,506.00	\$75,430.00	28.80%
04509 - "ESSA Title II, Part A"	\$26,034.00	\$0.00	\$26,034.00	0.00%
04516 - IDEA Preschool Base (619)	\$2,467.00	\$0.00	\$2,467.00	0.00%
04518 - IDEA Part B (611) Base & E-P Allocation	\$188,935.00	\$131,332.00	\$57,603.00	69.51%
04521 - IDEA Non-Public	\$1,110.00	\$0.00	\$1,110.00	0.00%
04525 - Carl Perkins Grant	\$1,000.00	\$1,050.22	(\$50.22)	105.02%
04530 - Other Federal Receipts - Categorical	\$0.00	\$58,812.04	(\$58,812.04)	
04708 - Medicaid in Public Schools (MIPS)	\$20,000.00	\$31,978.65	(\$11,978.65)	159.89%
04709 - Medicaid Administrative Activities (MAAPS)	\$17,500.00	\$10,486.72	\$7,013.28	59.92%
05300 - Sale of Property	\$5,000.00	\$21,234.65	(\$16,234.65)	424.69%
05690 - Other Non-revenue Receipts	\$1,000.00	\$0.00	\$1,000.00	0.00%
<b>Total</b>	<b>\$12,867,073.68</b>	<b>\$10,647,241.38</b>	<b>\$2,219,832.30</b>	<b>82.75%</b>

# Bank Statement Reconciliation

Description

Adjustment Date

Adjustment Amount

Minden High School Activities 06/01/2024 through 06/30/2024

## Bank Statement Reconciliation Summary

Statement Balance	\$ 347,348.68
- Outstanding checks	\$ 17,180.19
+ Outstanding Deposits	\$ 0.00
+ Outstanding Adjustments	\$ 0.00
- Outstanding Investment Transfers	\$ 0.00
Total	\$ 330,168.49
+ Investments	\$ 37,000.00
Book Balance	\$ 367,168.49

# Checks For Payment Listing

Date	Check Number	Payee	Reason	Amount
07/09/2024	5066	Ameritas Life Insurance Corp.	Ameritas Tsa	\$ 400.00
07/09/2024	5067	Ameritas Life Insurance Corp..	Vision Insurance	\$ 1,101.08
07/09/2024	5068	Blue Cross Blue Shield	Dental Insurance	\$ 682.29
07/09/2024	5068	Blue Cross Blue Shield	District Dental Insurance	\$ 190.79
07/09/2024	5068	Blue Cross Blue Shield	District HDHP Health Ins 2PT	\$ 4,139.61
07/09/2024	5068	Blue Cross Blue Shield	District HDHP Health Ins 9 Mo	\$ 706.38
07/09/2024	5068	Blue Cross Blue Shield	District HDHP Health Ins FAM	\$ 16,584.12
07/09/2024	5068	Blue Cross Blue Shield	District HDHP Health Ins SNG	\$ 1,345.08
07/09/2024	5068	Blue Cross Blue Shield	District Health Ins 2PT	\$ 33,658.17
07/09/2024	5068	Blue Cross Blue Shield	District Health Ins 9 Mo	\$ 13,126.21
07/09/2024	5068	Blue Cross Blue Shield	District Health Ins FAM	\$ 96,389.55
07/09/2024	5068	Blue Cross Blue Shield	District Health Ins SNG	\$ 6,229.76
07/09/2024	5068	Blue Cross Blue Shield	District Health Ins SPD	\$ 5,662.00
07/09/2024	5068	Blue Cross Blue Shield	District Health Ins Split	\$ 1,602.77
07/09/2024	5068	Blue Cross Blue Shield	Feba Bcbs Dental 2PT	\$ 681.66
07/09/2024	5068	Blue Cross Blue Shield	Feba Bcbs Dental FAM	\$ 1,505.00
07/09/2024	5068	Blue Cross Blue Shield	Feba Bcbs Dental SPD	\$ 75.21
07/09/2024	5069	Horace Mann Life Insurance Company	Horace Mann Life Insurance	\$ 1,275.00
07/09/2024	5070	Madison National Life Insurance Co., Inc.	Feba Life Insurance	\$ 209.00
07/09/2024	5070	Madison National Life Insurance Co., Inc.	Long-Term Disability	\$ 1,375.21
07/09/2024	5070	Madison National Life Insurance Co., Inc.	Term Life Policy	\$ 406.05
07/09/2024	5071	Minden Exchange Bank & Trust Co.	HSA Contribution	\$ 4,683.65
07/09/2024	5072	Minden Public Schools	District Court	\$ 330.00
07/09/2024	5072	Minden Public Schools	F/b Medical Dental	\$ 4,058.39
07/09/2024	5072	Minden Public Schools	Increased Retirement Percent	\$ 13,117.84
07/09/2024	5072	Minden Public Schools	NE Retirement	\$ 89,008.09
07/09/2024	5073	Minden Public Schools.	Computer Lease Purchase	\$ 512.15
07/09/2024	5074	Mps Payroll	Federal Withholding	\$ 40,015.59
07/09/2024	5074	Mps Payroll	FICA	\$ 63,991.66
07/09/2024	5074	Mps Payroll	Medicare	\$ 14,965.88
07/09/2024	5075	Mps Payroll NE Income Tax	State Withholding - NE	\$ 17,596.35
07/09/2024	5076	Amazon Capital Services, Inc.	East Repairs	\$ 73.98
07/09/2024	5076	Amazon Capital Services, Inc.	HS & CO Supplies	\$ 93.80
07/09/2024	5076	Amazon Capital Services, Inc.	HS English Supplies	\$ 17.45
07/09/2024	5076	Amazon Capital Services, Inc.	HS Principal Supplies	\$ 318.83
07/09/2024	5077	Aurora Cooperative	Fuel	\$ 396.65
07/09/2024	5078	Bill's Plumbing	MS Drain Cleaning	\$ 65.00
07/09/2024	5079	Black Hills Energy	Bus Barn Natural Gas	\$ 42.52
07/09/2024	5079	Black Hills Energy	East Natural Gas	\$ 737.34
07/09/2024	5079	Black Hills Energy	MS & HS Natural Gas	\$ 960.75
07/09/2024	5079	Black Hills Energy	MS Activity Building Natural Gas	\$ 267.81
07/09/2024	5080	Blick Art Materials	MS Art Supplies	\$ 257.36
07/09/2024	5081	Buffalo Outdoor Power	Husqvarna Lawnmower	\$ 7,300.00
07/09/2024	5082	Cash-wa Distributing Co.	Ice Machine Filters	\$ 581.60
07/09/2024	5083	CenturyLink - Regular Telephone	Telephone Service	\$ 430.17
07/09/2024	5084	City Of Minden	Utilities	\$ 22,862.59
07/09/2024	5085	Clearly	Telephone Services	\$ 819.48
07/09/2024	5086	Communications Engineering, Inc.	HS Intercom Repair	\$ 165.20
07/09/2024	5087	Computer Hardware, Inc.	East Interactive Projectors	\$ 6,264.00
07/09/2024	5088	Cornerstone Electric	HS Electrical Repairs	\$ 808.45
07/09/2024	5089	Cummins Sales and Service	HS Backup Generator Inspection & Service	\$ 491.68
07/09/2024	5090	DAS State Accounting - Central Finance	Internet Service	\$ 351.29

# Checks For Payment Listing

Date	Check Number	Payee	Reason	Amount
07/09/2024	5091	DocuSign, Inc.	DocuSign Software Renewal	\$ 4,858.01
07/09/2024	5092	Eakes Office Solutions	Carpet Extractor	\$ 3,736.00
07/09/2024	5092	Eakes Office Solutions	Custodial Supplies	\$ 668.09
07/09/2024	5093	Educational Service Unit #10	Power School Hosting Fees	\$ 173.00
07/09/2024	5094	Educational Service Unit #11	2024-25 IXL Subscription	\$ 11,750.00
07/09/2024	5095	Elan Financial Services	C.O. Newspaper	\$ 31.99
07/09/2024	5095	Elan Financial Services	HS Industrial Tech Supplies	\$ 42.97
07/09/2024	5095	Elan Financial Services	HS Science Software	\$ 59.88
07/09/2024	5095	Elan Financial Services	HS Web/Cloud Based Software	\$ 5.00
07/09/2024	5095	Elan Financial Services	Postage	\$ 30.02
07/09/2024	5095	Elan Financial Services	Summer School Supplies	\$ 5.00
07/09/2024	5095	Elan Financial Services	Survey Monkey Subscription	\$ 468.00
07/09/2024	5095	Elan Financial Services	UPS Shipping	\$ 34.22
07/09/2024	5096	Family Physical Therapy & Sports Center, P.C.	OT/PT/SLP Services	\$ 6,156.00
07/09/2024	5097	Fifth Street Printing	Envelope Printing	\$ 44.00
07/09/2024	5098	Hastings Tribune	HS Media Center Newspaper	\$ 200.00
07/09/2024	5099	Heartland Refrigeration, LLC	HS/MS Ice Maker Cleaning	\$ 387.40
07/09/2024	5100	High Scope Foundation	Preschool Letter Links License	\$ 20.00
07/09/2024	5101	Hometown Leasing	Copier & Printer Lease	\$ 3,855.49
07/09/2024	5102	Illuminate Education, Inc.	Student Data Software	\$ 6,381.25
07/09/2024	5103	Integrated Security Solutions	East Fire Alarm Monitoring	\$ 75.00
07/09/2024	5104	Island Sprinkler Supply	Grounds Irrigation Repairs	\$ 437.11
07/09/2024	5105	Jensen, Chelsey J	NDE Writing Conference	\$ 114.32
07/09/2024	5106	John Deere Financial	Gator Sprayer Repair	\$ 683.30
07/09/2024	5106	John Deere Financial	JD Tractor Repair	\$ 3,004.38
07/09/2024	5107	Kearney County Clerk	Primary Election Fees	\$ 100.00
07/09/2024	5108	Kearney Powersports	Hustler Mower Repairs	\$ 33.00
07/09/2024	5109	Landmark Implement Carquest	Bus Barn Supplies	\$ 6.79
07/09/2024	5110	Mackin Book Company	EAST Library Books	\$ 1,604.47
07/09/2024	5110	Mackin Book Company	HS Library Books	\$ 342.96
07/09/2024	5110	Mackin Book Company	MS Library Books	\$ 469.97
07/09/2024	5111	Mason's Market	Water Softener Salt	\$ 2,492.53
07/09/2024	5112	Menards - Kearney	HS Repairs	\$ 37.44
07/09/2024	5113	Mid-States Automation & Control, Inc.	HS HVAC Repair	\$ 5,530.00
07/09/2024	5114	Miller Body Shop	23V2 Van Repairs	\$ 70.00
07/09/2024	5114	Miller Body Shop	Van 13V1 Repair	\$ 253.00
07/09/2024	5115	Minden Hardware	Repairs & Supplies	\$ 900.10
07/09/2024	5116	Mosyle Corporation	Apple Device Management Software	\$ 2,128.50
07/09/2024	5117	My Central Supply	COOP ORDER	\$ 766.99
07/09/2024	5118	Napa Auto Parts	Husqvarna Mower Service	\$ 30.59
07/09/2024	5118	Napa Auto Parts	Transportation Supplies	\$ 17.98
07/09/2024	5119	NCSA	2024 Title IX Training	\$ 300.00
07/09/2024	5120	Nebraska Central Equipment	Transit Bus Repair	\$ 132.15
07/09/2024	5121	Nebraska Department of Motor Vehicles	Bus Driver Driving Record Request	\$ 60.00
07/09/2024	5122	Northwest Evaluation Association	MAP Testing	\$ 10,887.50
07/09/2024	5123	One Source	Background Checks	\$ 113.00
07/09/2024	5124	Paper 101	Paper Order	\$ 8,906.54
07/09/2024	5125	Perry, Guthery, Haase & Gessford, P.C., L.L.O	Legal Services	\$ 1,119.25
07/09/2024	5126	PowerSchool Group, LLC	Schoology Subscription	\$ 7,390.71
07/09/2024	5127	Protex Central, Inc.	Bus Barn Fire Extinguisher Inspection	\$ 140.00
07/09/2024	5127	Protex Central, Inc.	Bus Barn Fire Extinguisher Service	\$ 235.50
07/09/2024	5128	Schindler Elevator Corporation	Elevator Maintenance Agreement	\$ 264.78

# Checks For Payment Listing

Date	Check Number	Payee	Reason	Amount
07/09/2024	5129	School Specialty, LLC	5th Grade Supplies	\$ 2.09
07/09/2024	5129	School Specialty, LLC	7th Grade Math Supplies	\$ 37.65
07/09/2024	5129	School Specialty, LLC	COOP ORDER	\$ 54.58
07/09/2024	5129	School Specialty, LLC	EAST Music Supplies	\$ 16.89
07/09/2024	5129	School Specialty, LLC	Kindergarten Supplies	\$ 12.21
07/09/2024	5129	School Specialty, LLC	MS Art Supplies	\$ 45.49
07/09/2024	5130	Syndicate Publishing, LLC	Board Meeting Minutes	\$ 71.00
07/09/2024	5130	Syndicate Publishing, LLC	Board Meeting Notice	\$ 11.13
07/09/2024	5131	Teaching Strategies, LLC	PS Software	\$ 520.00
07/09/2024	5132	Verizon Wireless	Wireless Hot Spot Data Plan	\$ 160.04
07/09/2024	5133	Virco	HS Supplies	\$ 166.32
07/09/2024	5134	Widdifield, James T	June Reimbursement	\$ 491.64
07/09/2024	5135	William Macgill Co	Nursing Supplies	\$ 1,600.77
07/09/2024	5136	Woodward's Disposal Service, Inc.	Shredding Service	\$ 60.00
07/09/2024	EFT	Minden Exchange Bank - EFT	Direct Deposit Fees	\$ 28.30
07/09/2024	EFT	Wright Express Fleet Services	Fuel	\$ 1,520.13
<b>Subtotal</b>				<b>\$ 571,282.91</b>
<b>Net Payroll - July 2024</b>				<b>\$ 362,653.82</b>
<b>Total General Fund Disbursements - July 2024</b>				<b>\$ 933,936.73</b>

**Secretary** Kevin Raun

# Lunch Fund Checks and Liabilities

Check Number	Date	Payee	Reason	Amount
5985	6/10/2024	Mason's Market	Commodities	\$ 10.55
5986	6/10/2024	LinPepCo Partnership	Beverages	\$ 181.30
5987	6/10/2024	Rapids Wholesale	Condiment Dispenser Pumps	\$ 63.06
5987	6/10/2024	Rapids Wholesale	Dredge Shakers	\$ 12.72
5987	6/10/2024	Rapids Wholesale	Size 8 Scoop	\$ 43.36
5988	6/10/2024	Pyramid School Products	Purple Dry Erase Markers - 12/pack	\$ 8.95
5989	6/10/2024	Cash-wa Distributing Co.	Commodities	\$ 2,010.25
5990	6/10/2024	Village Uniform	Kitchen Apron & Rag Service	\$ 247.76
5991	6/10/2024	Hiland Dairy	Milk Products	\$ 1,666.40
5993	6/10/2024	JA Foodservice Corp	Summer Lunch Commodities	\$ 38,152.00
487	7/9/2024	Ameritas Life Insurance Corp..	EE Vision Insurance Premiums	\$ 8.96
488	7/9/2024	Blue Cross Blue Shield	Health & Dental Insurance Premiums	\$ 3,919.16
489	7/9/2024	Madison National Life Insurance Co., Inc.	EE FEBA Life Insurance Premiums	\$ 5.50
489	7/9/2024	Madison National Life Insurance Co., Inc.	EE Life Insurance Premiums	\$ 4.05
489	7/9/2024	Madison National Life Insurance Co., Inc.	Long Term Disability	\$ 11.38
490	7/9/2024	Minden Public Schools	EE & ER Retirement Contributions	\$ 772.02
490	7/9/2024	Minden Public Schools	Employee FEBA - Medical/Dental	\$ 208.34
491	7/9/2024	Mps Payroll	EE & ER FICA, Medicare, & Federal Income Tax	\$ 876.37
492	7/9/2024	Mps Payroll NE Income Tax	EE Nebraska Income Tax Withholding	\$ 125.42
<b>Subtotal</b>				<b>\$ 48,327.55</b>
<b>Net Payroll - July 2024</b>				<b>\$ 2,598.62</b>
<b>Total Lunch Fund Disbursements</b>				<b>\$ 50,926.17</b>

Internal Board Policies - OrganizationStanding Committees

It shall be the policy of Minden Public Schools that the following will be the standing committees of the Board of Education:

1. Negotiations Committee
2. Committee on American Civics
3. Transportation/Facilities
4. Finance Committee
5. Policy Committee
6. Legislation Committee

It shall further be the policy of Minden Public Schools that the Superintendent shall appoint the members of the above committees.

Legal Reference: Neb. Rev. Stat. Sec. 79-724  
Neb. Rev. Stat. Sec. 79-520

Date of Adoption: July 8, 2019  
Date Reaffirmed: March 8, 2021



**MINDEN PUBLIC SCHOOLS**

**C.L. Jones Middle School**

**Ed Rowse, MS Asst. Prin./Act. Dir.**

**520 W. 3rd Street**

**Minden, NE 68959-1598**

**308-832-2338 School**

**308-832-3236 Fax**

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**JULY 2024 BOARD MEETING  
MIDDLE SCHOOL ASSISTANT PRINCIPAL/ATHLETIC DIRECTOR REPORT**

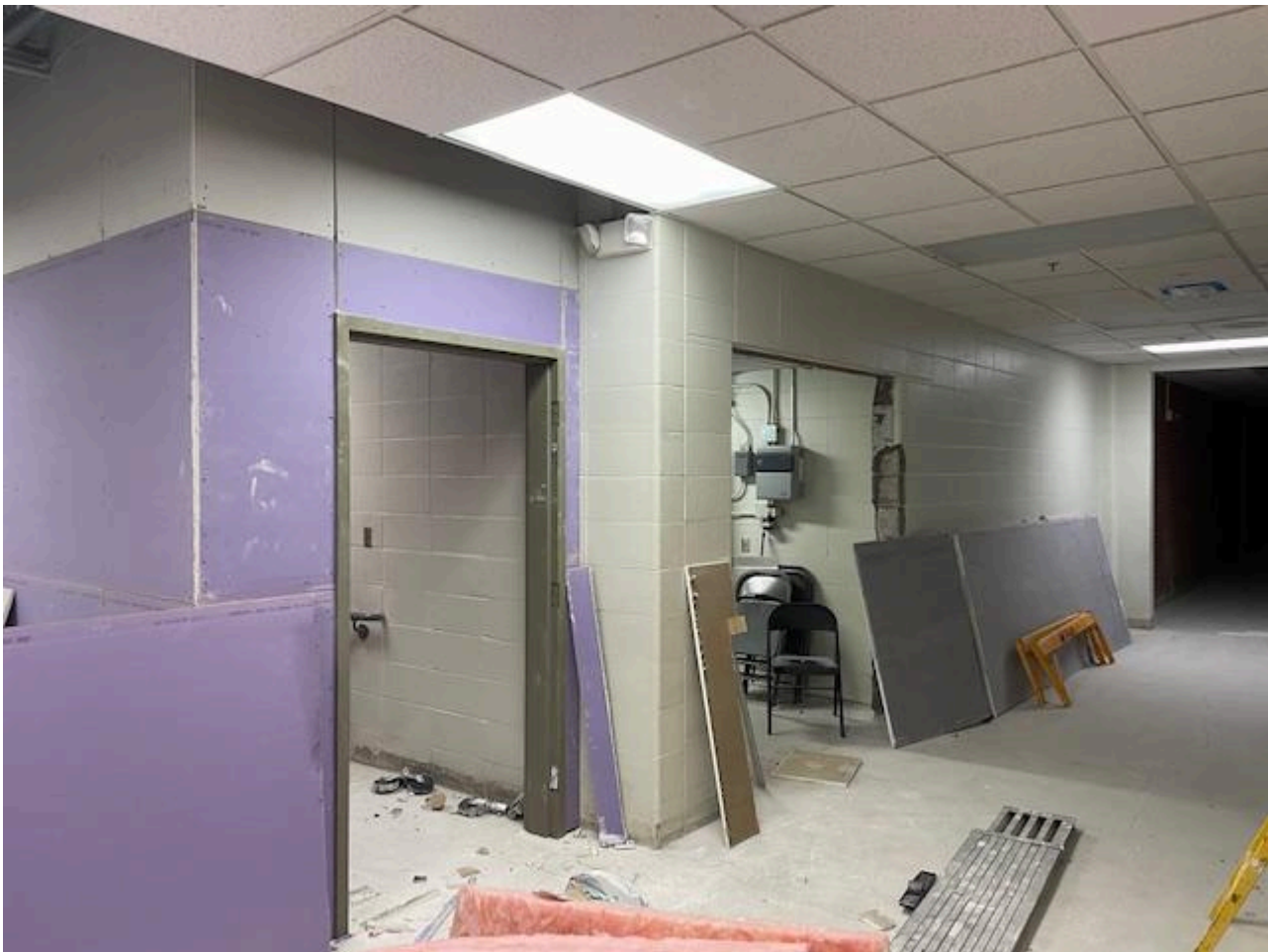
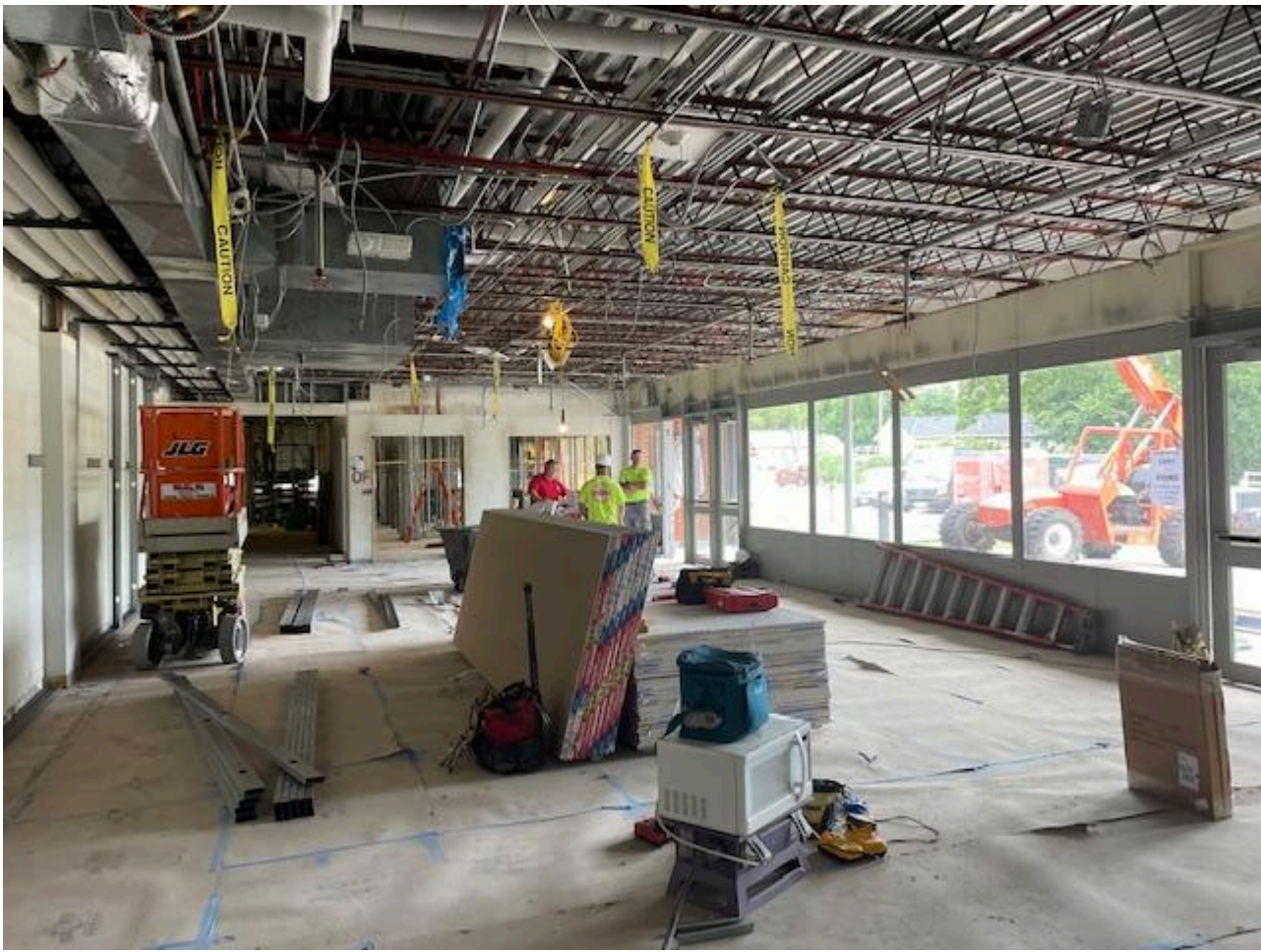
The month of June seemed to fly by with 16 days of summer school but I enjoyed seeing our students come in every day and seeing them engaged in learning activities. I was mostly working out of East Elementary but also spent time in the middle school either in my office or in building doing anything needed for the renovation. Even though school has been out for several weeks I still have schedule changes from time to time due to conflicts with other schools calendars. My goal is to have the calendar finished by early June so 5th Street Printing can print an accurate school calendar for the upcoming school year but it's inevitable that there are always changes that come up later. We always ask our stakeholders to rely on the online district calendar as any changes that are made will be up to date on this calendar and will give accurate information.

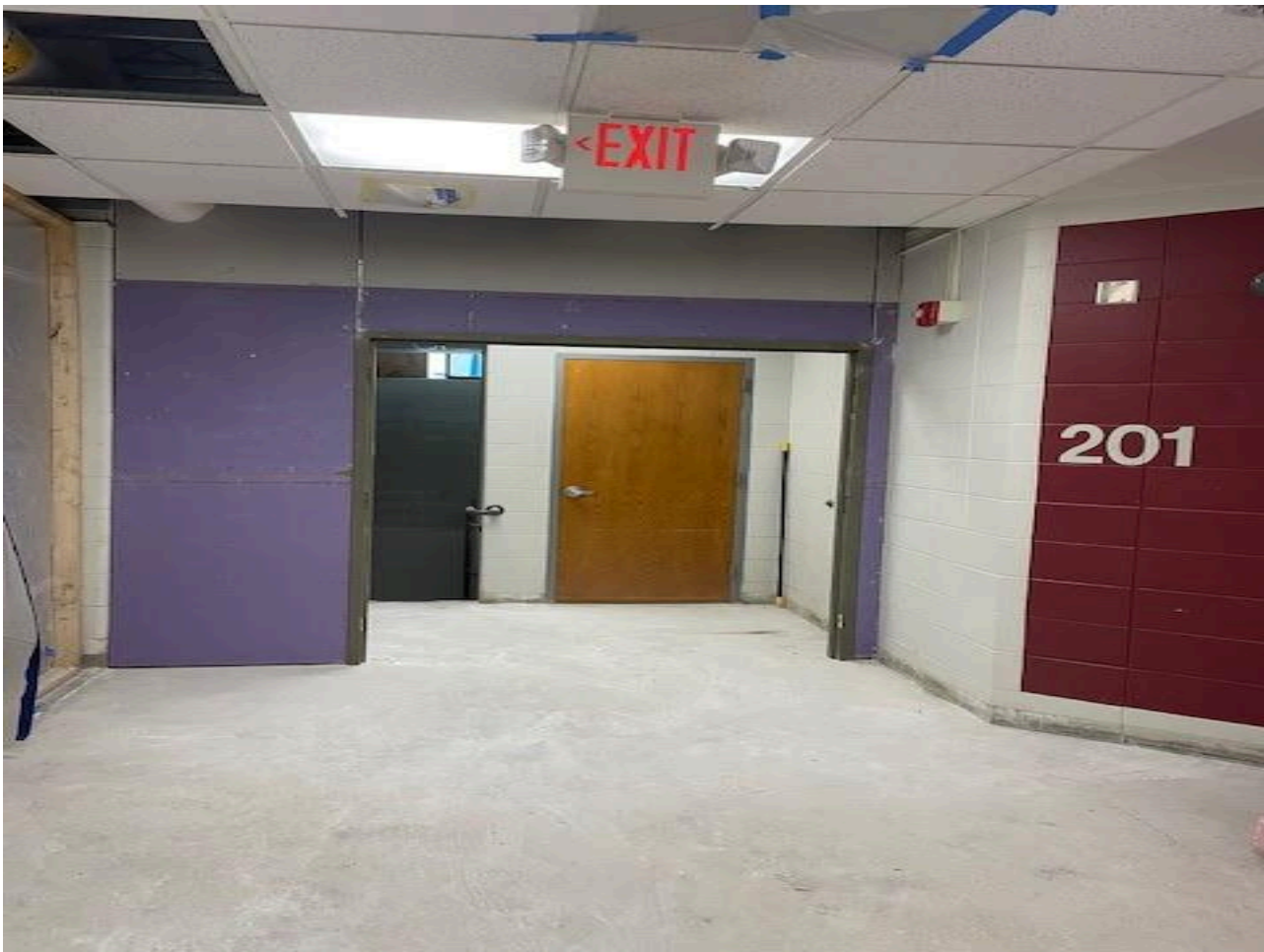
The middle school renovation is moving right along so far this summer. It's nice seeing some sheetrocking going up and hallway painting starting to get done. We are now able to see what things are going to look like this fall when everything is finished. The hallways still have a lot of work to be done but the offices are starting to take shape with the wall studs in and now sheetrock beginning. Mrs. Jensen, Mr. Widdifield, and I have spent a considerable amount of time looking at furniture for the foyer, offices, conference room, and nurses office. The price of furniture is hard to swallow so we have looked into 3-4 different companies to get the best price without compromising on quality. Hopefully we are about finished with this piece of the renovation. I have added in some photos of the middle school that I took Friday, June 28th.

This summer we had 23 middle school students engaged in summer enrichment. Our summer school was at East Elementary since the middle school is under construction at this time. We had Andrew Werner (past student teacher), Erin Grant (paraprofessional), Christa Gottsch (paraprofessional), and Abria Fisher (paraprofessional) teaching our students this summer and they did a terrific job of planning and preparing enrichment activities for our students each day. We truly appreciate their dedication this summer to the students they worked with.

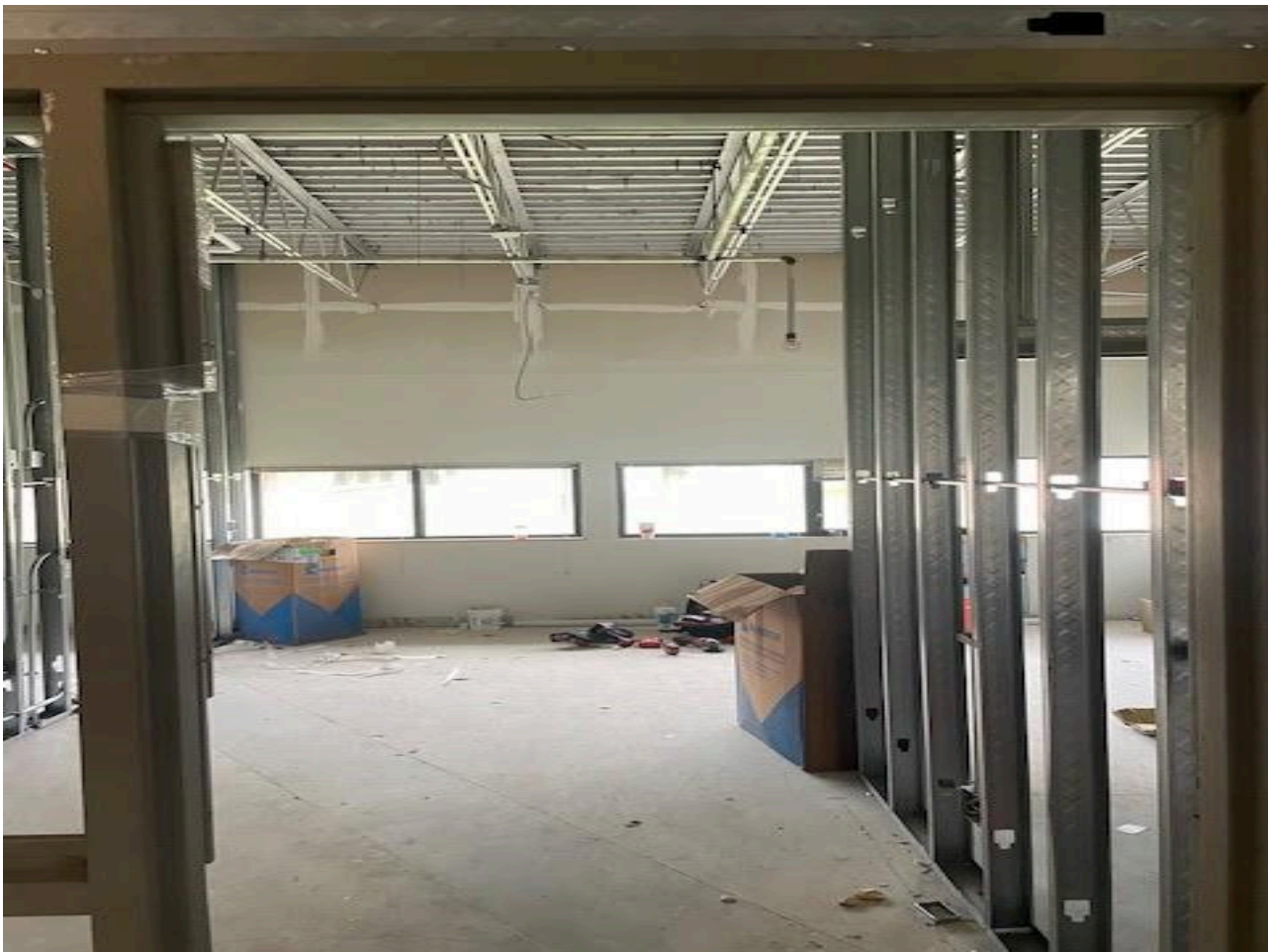
This summer any 6th-7th-8th grade student interested in weight/agility training has had the opportunity to workout at the high school on Monday-Wednesday mornings from 8:30-9:30 am after the high school student athletes are finished with their workouts. Coach Dan Wilson and Coach **Heath Wragge** have given their time this summer to work with these students during the months of June and July. They have averaged at least 25 athletes each of these days. I would like to thank these two coaches for their time and commitment to our middle school students and athletic programs.

**Ed Rowse**

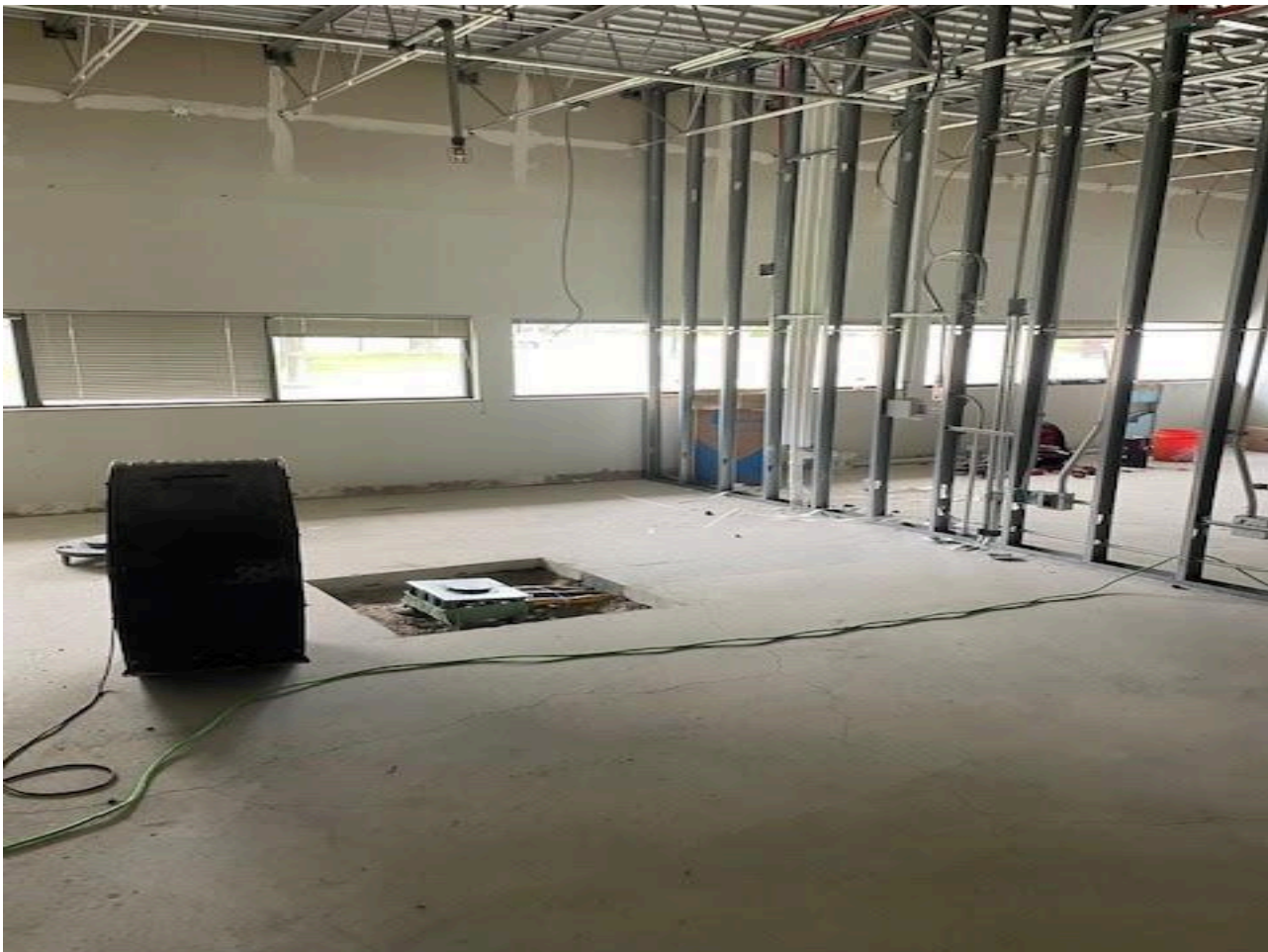
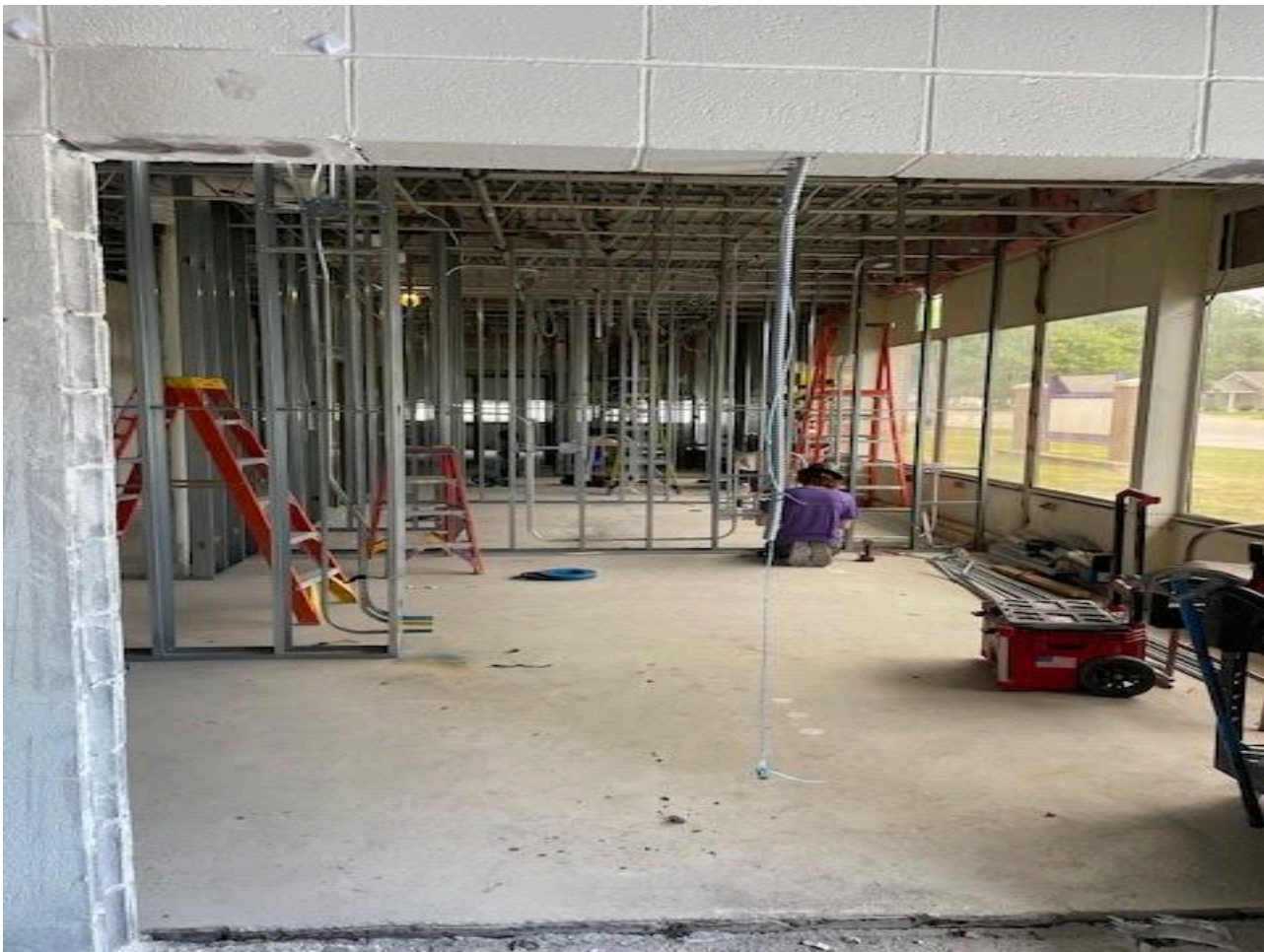




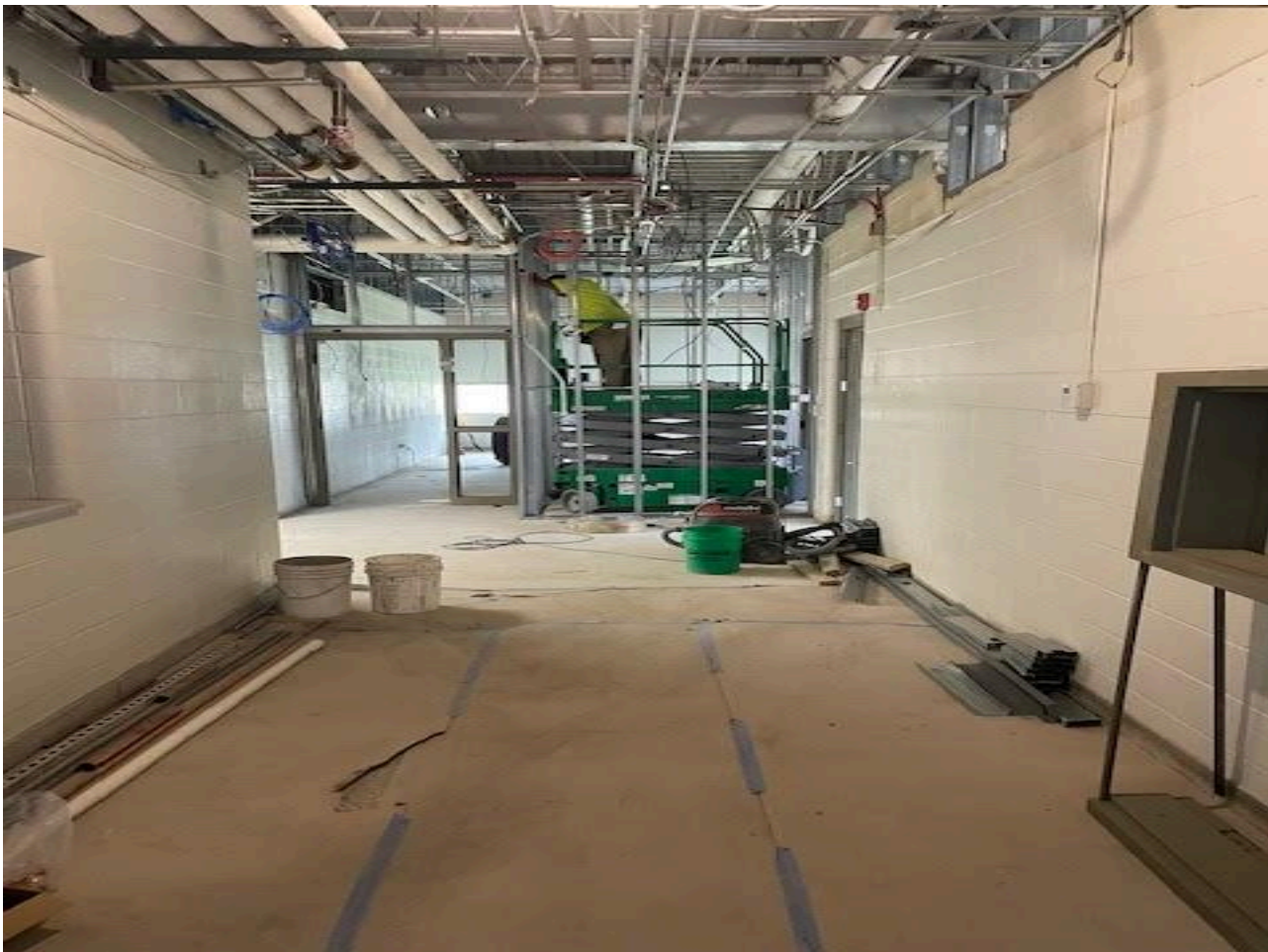
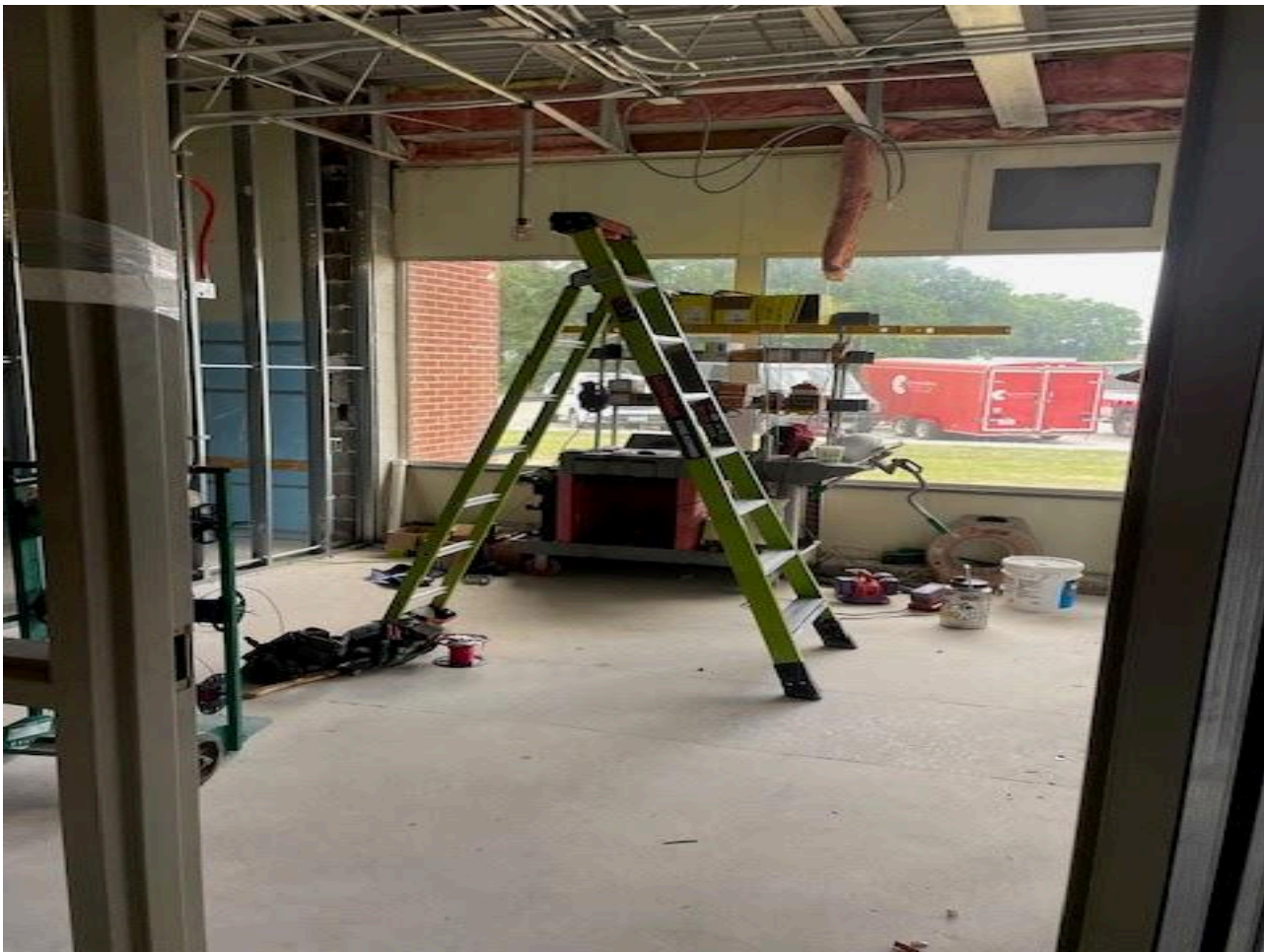












# Minden Public School Board of Education Report

July 2024



Sandy Pohl, East Elementary and Minden Public Preschool Principal

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**Early Intervention Services:** Sara Anderson, Shelby Blum, and Alyssa Schneider continue to serve families through Individual Family Service Plans during their summer contracted days. IFSP meetings take place as needed during the months of June and July involving qualified families, Mrs. Stott, Mrs. Schneider, and Mrs. Pohl.

**Summer Enrichment:** The summer enrichment program at East concluded on June 27th. This program, led by Carly Miller, served close to fifty children throughout the month.

**Network for Educator Effectiveness:** Training for the new teacher evaluation system took place on June 12th and 13th. The Minden administrators continue to collaborate and grow together as a team during these opportunities.

**MANDT:** The MANDT system is designed to help develop a culture that provides emotional, psychological, and physical safety for every member of an environment. ESU 11 held a recertification training in early June in which members of East Elementary's staff attended with Mrs. Pohl.

**Community For Kids:** The Growing Little Whippets group will be meeting on July 17th at 5:45 at the hospital.

**Summer meals:** Meals continue to be shared with families every Tuesday at East Elementary.

**Looking forward to:** Before school begins in August, we have two major events we are really looking forward to which are our Kindergarten jumpstart days and our mentor/mentee days together.

**Minden Public Schools**  
**C.L. Jones Middle School**  
**July 2024**  
**Report to the Board of Education**  
**Mrs. Chelsey Jensen, Administrator**

The following information is a list of highlights at C.L. Jones Middle School:

**Summer School-**

We concluded the middle school Summer Enrichment Learning Program on June 27, 2024. We had approximately 20 students participate during the month of June. The students worked hard on language arts and math enrichment activities throughout the month. Not only did the students and staff work hard, we played hard. We were able to trek to the Minden Opera House to watch The Crane River Theater Company present Beauty and the Beast- the Musical. A big thank you to our summer school teachers- Andrew Warner, Christa Gottsch, Abria Fischer, and Erin Grant.

**Summer Cleaning and Maintenance-**

Thank you to our MPS maintenance and custodial crews for their hard work this summer to ensure our buildings are ready for students soon!

**MANDT Training-** Throughout the months of June and July several C.L. Jones Middle School staff members have participated in MANDT training through Educational Service Unit 11. MANDT training is a relationally based program that uses a continuous learning and development approach to prevent, de-escalate, and if necessary, intervene in behavioral interactions. Thank you CLJMS staff members for taking time out of your busy summer to participate in this training!

**C.L. Jones Middle School Open House-**

Pending middle school construction progress, the 4-8th grade CLJMS Back-to-School Open House is scheduled for August 8, 2024 from 6:00-7:30 PM. Students and families are encouraged to visit the building, meet with the teachers, and tour the building anytime between 6:00-7:30 PM. We hope to see everyone there!

**Student/ Parent Information for 2024-2025 School Year:**

- School begins August 13, 2024 at 8:00 AM with a 3:30 PM dismissal
- Friday August 16, 2024 will follow a regular Friday schedule with an 8:00 AM start and 2:10 PM dismissal for middle school students
- Student drop-off begins at 7:30 AM- Students should report directly to the gymnasium upon arrival each morning
- Breakfast will be served in each classroom beginning at 8:00 AM (optional but offered to all students)
- Store bought birthday treats may be sent to school, if you choose. Please do not send treats to school that contain nuts
- Please notify the office before 8:30 AM if your student is going to be absent (308.832.2338)

- Information will be shared on our website, <https://www.mindenwhippets.org/o/cl-jones-middle>
- Follow us on twitter @cljonesms
- Powerschool is an online database our school uses to organize and manage student information. Each student and parent has their own Powerschool login and password. If you need help accessing Powerschool, please email [tiffiny.widdifield@mindenwhippets.org](mailto:tiffiny.widdifield@mindenwhippets.org). If you do not have a Powerschool username and password and need to create one, please see the instructions below.

### Create a Parent Single Sign-On Account

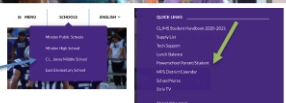
Powerschool now requires parents/guardians to set up their own accounts. Parents/Guardians must create a Single Sign-on Account (SSO), which allows them to choose one username and password combination to access information for ALL children in their family.

In order to set up a Parent Single Sign-on Account go to the Minden school website: [www.mindenwhippets.org](http://www.mindenwhippets.org)

From the Schools drop down at the top choose your students school.



Once in the correct school choose the menu dropdown and find PowerSchool Parent/Student from quick links.



On the Power School screen you will see the option to create a new account: Click "Create Account" -Twice



**\*\*\*IMPORTANT NOTE\*\*\* Before starting Step 2, decide on a Username and Password and write them down in a safe place. User Name and Password that you choose cannot contain any punctuation marks or spaces.**



Fill in all your information : See IMPORTANT NOTE ABOVE

Enter additional information for your children –

If you do not have your Access\_ID and Access\_Password, please contact Mrs. Jensen([chelsey.jensen@mindenwhippets.org](mailto:chelsey.jensen@mindenwhippets.org)) or Mrs. Widdifield ([tiffiny.widdifield@mindenwhippets.org](mailto:tiffiny.widdifield@mindenwhippets.org))

**This Access ID is the Parent's Access ID and Password NOT the Students**

ENTER when you have finished entering all information. You will have to go to your email and verify your email account.

Then you will be able to log in using the Username and Password that you chose when setting up your account. This is the area you will log into on all future visits to PowerSchool.

## **Do you want to know more about 7th & 8th Grade Math options?**

### 7th grade math courses

\*All 7th grade math courses cover 7th grade Nebraska College and Career Ready Math Standards\*

Math 7- A traditional middle school mathematics course at the 7th grade level.

Pre-Algebra 7- Upper level math course, meant to challenge students that exceed seventh grade norms in mathematics. This course is aligned with the Pre-Algebra course offered at the High School. This course introduces each state standard at a face pace, to provide time for students to be introduced to fundamental Pre-Algebra concepts (beyond the 7th grade math standards).

### 8th grade math courses

\*All 8th grade math courses cover 8th grade Nebraska College and Career Ready Math Standards\*

Math 8- A traditional middle school mathematics course at the 8th grade level. This course covers all 8th grade math standards at a slow pace.

Pre-Algebra 8- An upper level math course, aligned with the Pre-Algebra course offered at the high school level, meant to challenge students that exceed eighth grade norms in mathematics. This course covers all of the 8th grade state standards, but has a larger emphasis on the Pre-Algebra fundamental concepts. In order to place a larger emphasis on these concepts, the standards that are not Pre-Algebra fundamental concepts are covered at a faster pace than the 8th grade math course.

Algebra 8- An upper level math course, aligned with the Algebra course offered at the high school level. This course is meant to challenge students that exceed eighth grade norms in mathematics and will require ample practice time outside of class. This course is a full Algebra 1 course using the same pace as the high school algebra class.

Students will not earn high school credits for completing upper level courses while in middle school. However, taking these courses while in middle school gives students the opportunity to take higher level math courses while in high school.

#### How is placement determined?

Mathematics rubrics are used to determine student placement into upper level mathematics courses. These rubrics focus on three main areas-

- 1) Previous school year mathematics course final semester average
- 2) Previous school year mathematics course study skills
- 3) Spring MAP math scores
- 4) Spring iReady Math Diagnostic scores

The middle school math instructors and Mrs. Jensen meet to analyze individual student assessment results by identifying strengths/ weaknesses in each of these areas. Scoring in each area on the mathematics rubric determines each student's recommended math course option for the next school year.



**MINDEN PUBLIC SCHOOLS**  
**ACTIVITIES/ATHLETIC DEPARTMENT**  
**Jason Strong, Asst. Prin./Act. Dir.**

**622 W. 3rd Street**  
**Minden, NE 68959-1598**  
**308-832-2254 School**  
**308-832-1892 Fax**

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## **July 2024 BOARD MEETING**

### **ACTIVITY DIRECTOR REPORT**

Five of our FBLA members attended the National Leadership Conference Orlando, Florida. The five students competed in three different competitions: Introduction to Event Planning, Network Design, and Impromptu Speaking. While we weren't able to bring home any hardware, the students were able to network with many of FBLA's top leaders and bring home information that will help our chapter achieve more success this upcoming school year.

Seven of our FCCLA members attended the National Leadership Conference in Seattle, Washington. The national leadership conference was a great way for our kids to perform in their categories as well as for them to network with other outstanding leaders from around the country. We are proud of the success the kids in our FCCLA program have had over this past school year!

We have had a solid turnout for our summer weight room training program so far. Again this year, Coaches Wilson and Wragge started a summer weight training program for kids going 6th, 7th, and 8th grades. They met three days a week and the students learned proper form and technique. The middle school weights program averaged 15-25 kids each day which was a great turnout! The high school weights program has also been running well throughout the month of June. The girls and boys each have separate time slots so that we can keep the numbers to a safe and manageable level. The attendance for the boys and girls summer strength and conditioning workouts has been excellent. Our kids have been working hard to train and prepare for the upcoming seasons.

On July 23rd and 24th we will be sending a total of 7 of our coaching staff to the Nebraska Coaches Association All Sports Clinic in Lincoln. This clinic is a great opportunity for our coaches to attend high quality learning sessions where they will pick up on new strategies and techniques they can incorporate into their programs. This clinic is also a great opportunity for our coaching staff to interact and network with other coaches from around the state. The really great part of this clinic is that it includes all sports and provides high quality learning sessions for all athletic coaches, athletic trainers, and athletic directors. Attending this clinic is a great way for our coaches to prepare for the upcoming seasons!

The installation of our video board project is scheduled to start soon! A delay in shipping meant that the initial installation date had to be pushed back. The timeline now has the installation of the outdoor video board infrastructure on Monday, July 15th. The crew will install the support beams and complete the concrete work. They will then let the concrete cure and return the following week on July 22nd through the 25th to complete the remainder of the installation on the outdoor board as well as the installation and relocating of scoreboards on the gyms!

The passage of the 4th of July brings about a period of time where I really start preparing for the fall activity season. I have been busy finalizing schedules for all activities, scheduling and securing officials for our home contests, and updating handbooks with minor changes. It has been a fantastic summer so far, and I am looking forward to enjoying the rest of July as well as getting our activities back going in August!

**Superintendent Report**

Meeting: July Board Meeting

Date: 7/8/24

Mr. Widdifield

=====

**Topics:**

Summer Projects: We have some exciting summer projects to finish in July. The middle school is making great progress, and I'm particularly excited about the changes and upgrades we're implementing. The parking and football/track area will have some amazing upgrades. Water quality updates will be done in the next two weeks, helping us maintain our new equipment.

Budget/NDE requirements: Jeremy and I continue working on preliminary budget figures and NDE paperwork for July and August. We have most of the figures, but valuations will be reported in the middle of August. We will have a budget retreat in late August.

Thank You: Thank you to all the custodial and maintenance staff for the work in and out of the building. Our grounds look fantastic, and we have tackled large projects this summer. We will be ready for school to start in August.

Bylaws of the Board - Bylaws, Policies and RegulationsFormulation, Adoption, Amendment of Policies

Policy proposals and suggested amendments to or revisions of existing policies shall normally be submitted to all members of the Board of Education by the Superintendent in writing prior to a regularly scheduled Board of Education meeting in which such proposed policies, amendments, or revisions thereof shall be read and discussed.

Policies will be adopted or amended after consideration at two (2) meetings of the Board of Education. The agenda and minutes shall be marked to indicate policy matters.

The formal adoption of policies shall be by majority vote of all members of the Board of Education and the actions shall be recorded in the minutes of the Board of Education. Only those written statements so adopted and so recorded shall be regarded as official policy.

Policies shall be reviewed at least every two (2) years or at such other periodic time periods as may be required by law.

Reference: Robert's Rules of Order

Date of Adoption: December 15, 2009

Date Reaffirmed: March 8, 2021

StudentsPreschool Enrollment

The district's preschool program shall operate in accordance with this policy.

Eligibility

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

If the Superintendent or designee determines that the preschool program is not at capacity, then children will be admitted to the preschool program in the following order of priority:

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

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

Enrollment Process

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

Waitlist

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

Compliance

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

Date of Adoption: [Insert Date]

StudentsStudent Discipline

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

The following process will apply to short-term suspensions:

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

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

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

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

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

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

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

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

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

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

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

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

intended to be derogatory toward a group or individual based upon race, gender, disability, national origin, or religion.

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

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

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

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

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

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

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

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

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

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

2. Academic Integrity.

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

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

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

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

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

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

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

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

- student engages in cheating if the student looks at another student's paper during a test. A student also engages in cheating if the student tells another student answers during a test or while exiting the testing room, or knowingly allows another student to look at the student's answers on the test paper.
- (iv) Use of Other Student to Take Test. Having another person take one's place for a test, or taking a test for another student, without the specific knowledge and permission of the instructor.
- (v) Misrepresenting Need to Delay Test. Presenting false or incomplete information in order to postpone or avoid the taking of a test. For example, a student engages in cheating if the student misses class on the day of a test, claiming to be sick, when the student's real reason for missing class was because the student was not prepared for the test.
- (b) Papers (includes papers, essays, lab projects, and other similar academic work):
- i) Use of Another's Paper: Copying another student's paper, using a paper from an essay writing service, or allowing another student to copy a paper, without the specific knowledge and permission of the instructor.
- (ii) Re-use of One's Own Papers: Using a substantial portion of a piece of work previously submitted for another course or program to meet the requirements of the present course or program without notifying the instructor to whom the work is presented.
- (iii) Assistance from Others: Having another person assist with the paper to such an extent that the work does not truly reflect the student's work. For example, a student engages in cheating if the student has a draft essay reviewed by the student's parent or sibling, and the essay is substantially re-written by the student's parent or sibling. Assistance from home is encouraged, but the work must remain the student's.
- (iv) Failure to Contribute to Group Projects. Accepting credit for a group project in which the student failed to contribute a fair share of the work.
- (v) Misrepresenting Need to Delay Paper. Presenting false or incomplete information in

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

(c) Alteration of Assigned Grades. Any unauthorized alteration of assigned grades by a student in the teacher's grade book or the school records is a serious form of cheating.

(2) "Plagiarism" means to take and present as one's own a material portion of the ideas or words of another or to present as one's own an idea or work derived from an existing source without full and proper credit to the source of the ideas, words, or works. Plagiarism includes, but is not limited to:

(a) Failure to Credit Sources: Copying work (words, sentences, and paragraphs or illustrations or models) directly from the work of another without proper credit. Academic work frequently involves use of outside sources. To avoid plagiarism, the student must either place the work in quotations or give a citation to the outside source.

(b) Falsely Presenting Work as One's Own: Presenting work prepared by another in final or draft form as one's own without citing the source, such as the use of purchased research papers or use of another student's paper.

(3) "Contributing" to academic integrity violations means participating in or assisting another in cheating or plagiarism. It includes, but is not limited to, allowing another student to look at your test answers, copy your papers or lab projects, and failing to report a known act of cheating or plagiarism to the instructor or administration.

c. Sanctions: The following sanctions will occur when a student engages in cheating, plagiarism, or contributing to an academic integrity offense:

(1) Academic Sanction. The instructor will refuse to accept the student's work in which the academic integrity offense took place, assign a grade of "F" or zero for the work, and require the student to complete a test or project in place of the work within such time and under such conditions as the instructor may determine appropriate. In the event the student completes the replacement test or project at a level meeting minimum performance standards, the instructor will assign a grade that the instructor determines to be appropriate for the work.

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

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

E. Law Violations

1. Any act of a student that is a basis for expulsion and which the principal or designee knows or suspects is a violation of the Nebraska Criminal Code will be reported to law enforcement as soon as possible. Conduct to be reported for law enforcement referral includes conduct that may constitute a felony, conduct that may constitute a threat to the safety or well-being of students or others in school programs and activities, and conduct that the legal system is better equipped to address than school officials. Conduct that does not need to be reported for law enforcement referral includes typical adolescent behavior that can be addressed by school administrators without the involvement of law enforcement. In making the decision of whether to report, consideration should be given to the student's maturity, mental capacity, and behavioral disorders, where applicable. When appropriate, it shall be the responsibility of the referring administrator to contact the student's parent about the fact that the referral to legal authorities has been or will be made.  
The foregoing reporting standards shall be reviewed annually by the school Board on or before August 1 of each year, be annually reviewed in collaboration with the County Attorney each year, be distributed to each student and his or her parent or guardian at the beginning of each school year, or at the time of enrollment if during the school year, and shall be posted in conspicuous places in each school during the school year.
2. When a principal or other school official releases a minor student to a peace officer (e.g., police officer, sheriff, and all other persons with similar authority to make arrests) for the purpose of removing the minor from the school premises, the principal or other school official shall take immediate steps to notify the parent, guardian, or responsible relative of the minor regarding the release of the minor to the officer and regarding the place to which the minor is reportedly being taken, except when a minor has been taken into custody as a victim of suspected child abuse, in which case the principal or other school official shall provide the peace officer with the address and telephone number of the minor's parents or guardian.

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

Date of Adoption: [Insert Date]

StudentsPromotion and Retention

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

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

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

Date of Adoption: [Insert Date]

StudentsGraduation

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

English Language Arts	40	Semester Hours
Science	30	Semester Hours
Math	30	Semester Hours
Social Studies (American History and American Government And one other Social Studies course)	30	Semester Hours
Physical Education	10	Semester Hours
Speech I	5	Semester Hours
Personal Finance	5	Semester Hours
Computer Science	5	Semester Hours
Electives	65	Semester Hours

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

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

Date of Adoption:    [Insert Date]

InstructionClassroom Environment

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

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

Legal Reference: LB 1329 (2024)

Date of Adoption: [Insert Date]

InstructionFirearm Policy

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

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

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

Date of Adoption: [Insert Date]

Internal Board Policies - Board Members

Membership in School Board Associations

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

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

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

Date of Adoption:    [Insert Date]

Internal Board Policies - Methods of OperationDesignated Method of Giving Notice of Meetings

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

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

Notice is not required for an emergency meeting; however, the Board will complete minutes as required by law. An emergency has been defined as any event or occasional combination of circumstances that calls for immediate action or remedy, pressing necessity, exigency, a sudden or unexpected happening, or an unforeseen occurrence or condition.

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

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

Date of Adoption: [Insert Date]

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

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

The Board may allow advisors, consultants, and other non-board members to appear at the meeting via telephone or other similar means.

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

B. Hear

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

C. Record

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

D. Access to Written Materials

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

E. Speak

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

For all meetings of the Board, individual speakers shall have up to three (3) minutes to address the Board, and the Board shall hear up to fifteen (15) cumulative minutes of public comment. The Board may vote to modify these time limits when the Board deems appropriate. The President may implement other reasonable requirements for public comment consistent with the Open Meetings Act.

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

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

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

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

Date of Adoption: [Insert Date]

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

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

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

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

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

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

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

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

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

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

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

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

Date of Adoption: [Insert Date]

Business OperationsPurchasing Policies

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

1. Purchases up to \$100,000. For the greatest efficiency in expediting purchases, the administration shall be authorized to purchase any item specifically budgeted that has a sale price within the established limit.
2. Purchases from \$100,000 up to \$125,000. The Superintendent shall request the submission of proposals for purchases that have a sale price within the established limit. The Superintendent shall receive and evaluate all proposals in making a recommendation to the Board of Education for acceptance. The Board of Education may review all proposals submitted relating to the recommended purchase. Since this is a proposal system, not a bidding process, the school district in no way shall be obligated to arbitrarily award the contract to the lowest proposal but shall reserve the right to reject any and all proposals or to waive any informality in any proposal it deems advisable, and to award to the proposer which, in its opinion, is most desirable.
3. Purchases of \$125,000 and above. The Superintendent shall advertise for sealed bids, which shall be opened in conformity with any applicable laws and in compliance with any procedures established by the Superintendent. The Board retains the right to determine the responsibility of the bidders and shall award the contract to the lowest responsible bidder meeting specifications, whether the bidder is a member or not of the local community.
4. These purchasing limits or requirements will not apply in the event of a time-sensitive purchase or a purchase where these requirements would not reasonably or practically apply as long as the Superintendent obtains prior approval from the Board President and the Board of Education ratifies said purchase at a subsequent Board meeting.
5. Any school employee who orders supplies or equipment other than those included in the annual budget and without the written authorization of the principal or Superintendent shall be personally liable for payment for the supplies or equipment purchased.
6. School employees or students purchasing supplies and equipment out of an activity account must first secure a purchase order from the principal or designee authorizing the purchase. Failure to do so will make the person personally liable for payment for the supplies or equipment purchased.
7. The District need not comply with the bidding requirements if the District purchases property from the Nebraska State Purchasing Bureau, so long as the Nebraska State Purchasing Bureau competitively bid the purchase of property.

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

#### Credit Card Purchasing Program

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

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

Date of Adoption:    [Insert Date]

Business OperationsContracting for Services

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

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

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

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

Date of Adoption: [Insert Date]

Business OperationsMeal Charge Policy

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

Student Eligibility

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

Meal Account Balances

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

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

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

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

Student Confidentiality

The District will disclose individual student eligibility information only to those persons (and organizations) who require the information in order to carry out an activity specifically authorized by the National School Lunch Act, subject to applicable legal exceptions.

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

Distribution Annually

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

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

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

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

Date of Adoption: [Insert Date]

Personnel - Certificated EmployeesTeacher Training

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

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

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

Legal Reference: LB 1329 (2024)

Date of Adoption: [Insert Date]

**RESOLUTION APPROVING CERTAIN STAFF TRAININGS**

**WHEREAS**, during the 2024 legislative session, the Legislature enacted LB 1329; and,

**WHEREAS**, LB 1329 defers to each Board of Education to determine the reasonable length of time for certain staff training requirements and

**WHEREAS**, to ensure that the District's planned training requirements for the 2024-2025 school year comply with these statutory requirements, the Board of Education adopts this Resolution to find and determine that the following training requirements are reasonable in scope and length.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Education hereby determines as follows:

1. The following trainings are reasonable in both length and scope, and the Superintendent or designee shall identify the District staff who shall be trained as follows:

<b>Subject</b>	<b>Required by</b>	<b>Source of Training</b>	<b>Approximate Length of Training</b>
Behavioral Awareness	Neb. Rev. Stat. § 79-3603	Vector Solutions	< 1 hour
Dating Violence Prevention	Neb. Rev. Stat. § 79-2,141	Vector Solutions	< 1 hour
Suicide Prevention	Neb. Rev. Stat. § 79-2,146	Vector Solutions	< 1 hour
Anti-Harassment and Discrimination Requirements for Designated Title IX Positions	Title IX, 20 U.S. Code § 1681	Vector Solutions	1 hour
Safe Seizure Schools	Neb. Rev. Stat. § 79-3204	Vector Solutions	< 1 hour
Pupil Transportation Drivers	NDE Rule 91.003.02	University of Nebraska Safety Center	2 hours

2. The Superintendent or designee is authorized to implement additional training requirements for staff if the Superintendent or designee determines that additional training would be in the District's best interest and/or is otherwise required by law.

3. The Superintendent or designee is further authorized to deviate from the source of these training requirements if any unexpected circumstances arise and the Superintendent or designee determines that it is in the District's best interests to require a different training(s).

4. All District staff who are directed to attend or participate in any training requirement(s) must complete such training(s) in good faith and accordance with this Resolution and the directives of the Superintendent or designee.

This Resolution shall continue until or unless modified by a majority vote of a quorum of the Board of Education.

**DATED** this \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

**MINDEN PUBLIC SCHOOLS**

**BY:** \_\_\_\_\_  
President

**ATTEST:**  
\_\_\_\_\_  
Secretary

StudentsOption EnrollmentA. Process and Time Lines to Option In

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

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

**Provisions for Waiver of Application Deadline**

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

1. Siblings: The application deadline will be waived where the application is for a student who is the sibling of a student attending Minden Public Schools as of the time the application is filed. A "sibling" for this purpose means a child who resides in the same household on a permanent basis with a student who is currently attending the School District and who has the same natural or adoptive parent or who is a stepbrother or stepsister.
2. Kindergarten: The application deadline will be waived where the application is for a student who is seeking to enroll and attend the Kindergarten grade level provided the application was filed on or before June 1 prior to the first semester of the next school year.
3. Release Approval: For the foregoing exceptions, the application must contain a release approval from the resident district or, if the student attends a different district as an option student, the student's current option district.
4. Other Conditions: The waiver of the deadline in the above circumstances does not require acceptance of the application, as such applications may be rejected for reasons other than late filing.
5. Capacity: For the foregoing exceptions, the application deadline shall not be waived if the application is for enrollment in any program, class, grade level, or school building operated by this School District which has been determined by the School District to be at capacity in accordance with the capacity standards (Appendix "1"), and no waiver of the deadline shall be made for such an application regardless of whether such capacity determinations are declared invalid for any reason. For any option application for a student who would receive or could be eligible to receive special education or related services, the Director of Special

Education or designee shall conduct a case-by-case analysis to determine if the District has the capacity to provide the student with the appropriate services and accommodations.

B. Rejection of Applications; Reasons

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

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

2. Timeliness: An option enrollment application shall be rejected in the event the application is not filed on or before the April 1<sup>st</sup> immediately preceding the school year in which enrollment is sought, and the filing deadline has not been waived.
3. Previous Option Enrollment: An option enrollment application shall be rejected in the event the student has exhausted their option enrollments in other school districts, as determined by state law.
4. Other Reasons: An option enrollment application may be rejected in the event the Superintendent, the Superintendent's designee, or the School District determines: The application is not submitted on a form prescribed by the State Department of Education, is not completely and accurately filled in, is not received within the time required by law, or any additional information requested to be supplied is not supplied to the School District within the timelines indicated; or in the event acceptance of the application is not required by law. Matters which are legally prohibited from being considered as standards for acceptance or rejection of applications (including "previous academic achievement, athletic or extracurricular ability, disabilities, proficiency in the English language, or previous disciplinary proceedings" and further including, without limitation, race, national origin, and gender) shall not be considered as reasons for acceptance or rejection.

C. Priority of Acceptance

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

those who had earliest filed applications.

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

D. Determination of Capacity

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

E. Releases for Options Out

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

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

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

F. Notification of Acceptance or Rejection

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

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

G. Status of Option Student

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

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

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

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

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

school building.

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

Date of Adoption: [Insert Date]

StudentsStudent AttendanceAttendance Policy and Excessive Absenteeism

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

A. **Attendance and Absences.**

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

2. Absence Procedure. In its Student Information System, the District may identify many different codes that provide greater definition to the circumstances of a child's absence, but all of the codes need to be identified to parents and students as fitting into one of the above defined absence circumstances.
3. Mandatory Ages of Attendance. A child is of mandatory age if the child will reach age 6 prior to January 1 of the then-current school year and has not reached 18 years of age.

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

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

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

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

The exit interview shall be personally attended by:

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

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

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

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

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

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

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

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

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

When a student continues thereafter to have absences of at least twenty days which are Not School Excused, one or more meetings will be held between the school, the child's parent or guardian, and the child, when appropriate, to address the barriers to attendance. The result of the meeting or meetings shall be to develop a collaborative plan to reduce barriers identified to improve regular attendance. The plan shall include, if agreed to by the person who is responsible for making educational decisions on behalf of the child, an educational evaluation to determine whether any intellectual, academic, physical, or social-emotional barriers are contributing factors to the lack of attendance. The plan shall also consider, but not be limited to:

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

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

6. Reporting Excessive Absenteeism to the County Attorney.

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

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

Date of Adoption: [Insert Date]

InstructionTextbook Loans

The District will comply with the state law and Rule 4 of the Nebraska Department of Education pertaining to the distribution of textbooks to students of the District who are attending private schools. The financial liability of the District shall be limited to the amount of dollars appropriated by the state for the specific law.

If funds appropriated to this District are not sufficient to meet the request for textbooks under this policy, priority will be given to the textbooks requested that have the most recent copyright date. If the funding requires additional restrictions, priority will be given to the requests that were filed at the earliest date in the Superintendent's office. If still further restrictions are necessary, a drawing shall be conducted from the names of all students filing on the same date and requesting the same texts. The drawing shall continue until all state funds provided to the District for this purpose have been spent.

Legal Reference:       Neb. Rev. Stat. Sec. 79-734  
                              NDE Rule 4

Date of Adoption:       December 15, 2009  
Date Reaffirmed:       May 10, 2021