

MINUTES OF BOARD OF EDUCATION
South Platte School District #95
Regular Board Meeting July 11, 2022 7:00 AM

The Regular Board Meeting of the board was called to order at 7:00 AM by Chairman Darrel Armstrong with board members: **Present:** Darrel Armstrong, Duane Duncan, Adam Hayward, Amy Stanley, Tim Van Zee, Patricia Welsh. Also present were Superintendent David Spencer, Principal Nick Brost and Business Manager Lisa Wilson. Notice of the meeting was published in the Keith County News and available at the office.

The meeting was adjourned at 8:36 AM.

The Pledge of Allegiance was recited and Chairman Armstrong made note of the Open Meetings Act poster that is on display in the meeting room.

Motion by Adam Hayward seconded by Tim Van Zee to approve the consent agenda: confirm minutes of last regular meeting, financial reports, treasurer's report, pay claims general fund, accept Certified Hire B. Jacobs. Motion carried.

Duane Duncan: yes, Patricia Welsh: yes, Adam Hayward: yes, Tim Van Zee: yes, Amy Stanley: yes, Darrel Armstrong: yes

CLAIMS: Admin Partners 100.00; Amazon Capital Services, Inc 3,014.96; Amazon-American Express 2,317.62; ASCD 129.00; Big Springs Truck and Travel 3,345.91; Black Hills Energy 1,500.00; Card Service Center 1,442.64; Carlson Electric 655.71; Carson-dellosa Publishing Co 88.96; Cengage Learning 608.88; Century Link 658.98; Decker Inc. School Fix 63.40; Eakes Office Solutions 2,591.51; Ecolab 62.96; Epic Sports 381.65; Esu # 10 450.00; ESU 16 639.55; Hampton Inn - Kearney 318.00; HealthEquity 158.00; Hometown Leasing 994.98; Inland Truck Parts 4,056.86; Jensen Publishing 36.00; Johnson, James 33.95; Keith Co. News 80.40; Koenen, Clinton 50.00; Lakeshore Learning 690.52; Lane, Mark 33.73; LaQuinta by Wyndham Kearney 402.95; Matheson Tri-Gas, Inc. 2,610.00; McGraw-Hill LLC 1,012.92; Mid-American Research 760.04; Miller, Cameron 100.00; Nasco 297.85; NASSP - BOSTON 385.00; Nebraska Council School Administrators 616.00; Nebraska Life Magazine 44.00; Nebraska Safety and Fire Equipment 1,067.35; NPPD (Nebraska Public Power District)3,500.00; NPPD MLBRY Acct 64.28; NPPD Plum 2 Acct 47.37; Office Service, Inc. 39.48; Oriental Trading Co. 17.59; PowerDistributors 2,694.26; Really Good Stuff 1,310.59; Rudy's GTO 73.63; Schneider, Darci 280.55; School Specialty LLC 94.57; Sinclair Oil Corp. 1,782.74; SOFTWARE UNLIMITED INC 7,150.00; Verizon Wireless 265.16; Village Of Big Springs 1,120.65; Wiest Hardware 3,963.48; Winckler, Kathleen 50.00; AFLAC 1,397.11; Colonial Life 76.75; EFTPS 34,063.82; EFTPS 10.34; Horace Mann Insurance Company 68.84; Horace Mann Life Ins. Co. 175.00; Jenna Hill H S A 196.64; Lisa Hixon H S A 503.49; NE BCBS 47,676.89; NE Dept of Rev 5,048.36; NPERS 34,562.95; SP Flex Spending 2,544.46; Vision Care Direct 407.48

Mr. Spencer gave a report on the summer grounds and vehicle maintenance.

Mr. Nick Brost gave the principal's report. Special thanks to the Brule Community Group and BJ Van Velson for the use of the Brule Gym. Special appreciation to coaches and sponsors for their continued support and working with the students.

Mr. David Spencer's superintendent's report updated on the keyless entry system, gym floor and door updates. The NHS blood drive was successful. Administration will attend Admin days.

Motion by Tim Van Zee seconded by Duane Duncan to accept bid from Rauner & Associates, P.C. to complete the audit for 2021-22 FY. Motion carried.

Adam Hayward: yes, Patricia Welsh: yes, Tim Van Zee: yes, Duane Duncan: yes, Darrel Armstrong: yes, Amy Stanley: yes

Table the copier machine lease.

Table athletic trainer contract.

Classified Salaries: moved to executive session.

Surplus bids: opened, given to Mr. Spencer to contact bidders.

The 2022-23 Student and Activities Handbooks were discussed.

Motion by Tim Van Zee seconded by Amy Stanley to adopt the 2022-23 Student and Activity Handbooks as presented with the corrections discussed. Motion carried.

Darrel Armstrong: yes, Amy Stanley: yes, Adam Hayward: yes, Duane Duncan: yes, Patricia Welsh: yes, Tim Van Zee: yes

Review the minutes.

Motion by Patricia Welsh seconded by Adam Hayward to go into executive session at 8:03 AM.

Motion carried.

Duane Duncan: yes, Darrel Armstrong: yes, Amy Stanley: yes, Adam Hayward: yes, Tim Van Zee: yes, Patricia Welsh: yes

Motion by Adam Hayward seconded by Patricia Welsh to return to regular session after discussion of personnel at 8:34 AM. Motion carried.

Duane Duncan: yes, Adam Hayward: yes, Tim Van Zee: yes, Patricia Welsh: yes, Darrel Armstrong: yes, Amy Stanley: yes

Motion by Duane Duncan seconded by Patricia Welsh to approve classified contracts. Motion carried.

Duane Duncan: yes, Tim Van Zee: yes, Patricia Welsh: yes, Darrel Armstrong: yes, Adam Hayward: yes, Amy Stanley: yes

Motion by Adam Hayward seconded by Amy Stanley to adjourn the meeting at 8:36 AM.

Motion carried.

Tim Van Zee: yes, Duane Duncan: yes, Darrel Armstrong: yes, Patricia Welsh: yes, Adam Hayward: yes, Amy Stanley: yes

Tim Van Zee, Secretary

MINUTES OF BOARD OF EDUCATION
South Platte School District #95
Regular Board Meeting June 13, 2022 7:00 PM

The Regular Board Meeting of the board was called to order at 7:03 PM by Chairman Darrel Armstrong with board members: **Present:** Darrel Armstrong, Duane Duncan, Adam Hayward, Amy Stanley, Tim Van Zee, Patricia Welsh. Also present were Superintendent David Spencer, Principal Nick Brost and Business Manager Lisa Wilson.

The Pledge of Allegiance was recited and Chairman Armstrong made note of the Open Meetings Act poster that is on display in the meeting room.

Motion by Tim Van Zee seconded by Adam Hayward to approve the consent agenda. Motion carried.

Adam Hayward: yes, Duane Duncan: yes, Amy Stanley: yes, Darrel Armstrong: yes, Patricia Welsh: yes, Tim Van Zee: yes

Claims: 2nd Wind Exercise Inc. 670.20; Adam Hayward 186.38; Amazon 2,342.12; Anderson, Josh 387.65; Apple Computer, Inc. 4,596.00 Arensdorf, Mike 1,107.09; Armstrong, Brian 609.23; Balsoma-Connelly, Starlette 220.08; BST&T 2,700.00; BH Energy 1,690.28; Bomgaars 479.99; Brown, Robert 400.00; Caert, Inc. 1,300.00; Capital One Trade Credit 4,533.97; Card Service Center 954.7; Carlson Electric 1,618.14; Cash-Wa Dist. 730.04; Century Link 641.07; Cheleen, Jason 1,930.90; Christopher Rebeiro; 362.62; Decker Inc. School Fix 53.40; Doncheske, Dustie 400.00; Duane Duncan 1,147.10; Dylan Johnson 704.27; Eakes Office Solutions 9,769.14; Ecolab 62.96; Essink, Ryan 766.2; Estrada, April 93.38; Foster, Debra 70.00; Frenchman Valley Coop 381.27; Gabriel Zajec 660.25; Goddard, Melisa 65.08; HealthEquity 158.00; Hometown Leasing 994.98; Ideal Linen Supply 149.31; Instrumentalist Awards LLC 9.50; Jack Brethauer 501.86; Julesburg Advocate 42.00; Keith Co. News 60.52; Kent Displays, Inc. 373.78; Koenen, Julie 239.63; Lakeshore Learning 25.97; Learning Without Tears 329.18; Luis Lopez 574.22; Matheson Tri-Gas, Inc. 23.25; Mathis, Amanda 826.81; McGraw-Hill LLC 258.60; Mead Lumber 65.96; Mid-American Research 2,192.67; Midwest Inn 2,020.00; NPPD (Nebraska Public Power District) 2,529.43; NPPD MLBRY Acct 64.28; NPPD Plum 2 Acct 47.37; NSIAAA 250.00; Office Service, Inc. 156.99; Oriental Trading Co. 532.70; Pitsco, Inc. 151.40; Ray Howell 273.44; Really Good Stuff 137.20; Red Rover Technologies, LLC 1,409.30; S & W Auto Supply 32.58; Sarah Johnson 146.72; Scholastic, Inc. 80.62; Snell Services, Inc. 2,019.45; Spady, Candace 400.00; Spencer, David 535.54; Steve Ogburn 112.04; Teacher Synergy LLC 2,700.00; Toby Speihs 1,613.95; Tom Reeves 198.41; Troy Carlson 1,305.42; University Of Nebraska-Lincoln 430.00; Verizon Wireless 271.78; Village Of Big Springs 756.15; Vintage Barn Door Blooms 310.00; Voyagers Sopris Learning 115.50; Wagner, Marie 324.12; Walmart Business 215.87, WRG, Inc. 299.00; Wiest Hardware 1,098.57; Wilson, Lisa 324.17; EFTPS 105.49; NPERS 114.57; NE Dept Revenue 6.67; AFLAC 1,440.17; Colonial Life 193.50; EFTPS 37,458.80; Horace Mann Insurance Company 82.62; Horace Mann Life Ins. Co. 175.00; Nebraska Department of Revenue 5,363.91; (NPERS) 32,496.24; Vision Care Direct 471.56; Jenna Hill H S A 196.64; Lisa Hixon H S A 503.49; BCBS NE 49,648.86; SPFLEX 2,544.46 BOND FUND: Deluxe Checks Inc. 67.35; BUILDING FUND Deluxe Checks Inc. 67.35

Mr. Spencer reported the bus/vehicle service schedule. Mrs. Stanley received positive feedback from alumni about the DC group. There are upcoming school law leadership opportunities.

Mr. Nick Brost gave the principal's report. The track season wrapped up: Congrats to Taylyn Bauer, Haily Koenen and Cavin Lanman at State Track in Omaha. The SPK App is available to download from the App Store and iTunes store. Thank you the custodial staff for the hard work getting the building and grounds ready for the next school year.

Mr. David Spencer gave the superintendent's report. The NE State Board of Education issued the Certificate of Accreditation. The annual egg drop contest was held. The retirement party for Ms. Cramer and Mrs. Carlson was well attended. The gym floor refinishing project is underway. There will be an NHS sponsored blood drive on June 30 at the Assembly of God Church. Excess school equipment will be listed for bids and opened at the next meeting.

The board discussed the 3000's policies.

Review the minutes.

Motion by Adam Hayward seconded by Patricia Welsh to go into executive session to discuss personnel. Motion carried.

Duane Duncan: yes, Amy Stanley: yes, Adam Hayward: yes, Darrel Armstrong: yes, Tim Van Zee: yes, Patricia Welsh: yes

Motion by Amy Stanley seconded by Patricia Welsh to return to regular session. Motion carried.

Duane Duncan: yes, Patricia Welsh: yes, Amy Stanley: yes, Adam Hayward: yes, Darrel Armstrong: yes, Tim Van Zee: yes

Motion by Adam Hayward seconded by Amy Stanley to adjourn the meeting. Motion carried.

Amy Stanley: yes, Tim Van Zee: yes, Adam Hayward: yes, Duane Duncan: yes, Darrel Armstrong: yes, Patricia Welsh: yes

The meeting was adjourned at 10:45 PM.

Tim Van Zee, Secretary

Regular; Beginning Month 06/2022; Processing Month 06/2022; Accounts to Include Accounts with Activity; Active Chart
of Account Number True; Fund Number 05

Fund: 05 STUDENT ACTIVITY FUND

Chart of Account Number	Chart of Account Description	Beginning Balance	Expenses	Revenues	Outstanding AP	Outstanding PO	Balance Change	Balance
05 704	FUND BALANCE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
05 704 1000	ATHLETICS	58,960.38	4,036.50	0.00	0.00	0.00	0.00	54,923.88
05 704 1010	CHEERLEADERS	670.47	4,738.00	4,104.00	0.00	0.00	0.00	36.47
05 704 1030	JH ATHLETIC FUND - MEMORIAL MONEY	480.00	0.00	0.00	0.00	0.00	0.00	480.00
05 704 3010	ART CLUB	243.84	0.00	0.00	0.00	0.00	0.00	243.84
05 704 3020	CROSS COUNTRY	849.67	0.00	0.00	0.00	0.00	0.00	849.67
05 704 3025	GOLF TEAM	371.42	0.00	0.00	0.00	0.00	0.00	371.42
05 704 3030	JR. HIGH BASKETBALL	53.63	0.00	0.00	0.00	0.00	0.00	53.63
05 704 3035	BOYS BASKETBALL TEAM	554.61	0.00	0.00	0.00	0.00	0.00	554.61
05 704 3037	GIRLS BASKETBALL TEAM	376.13	250.00	0.00	0.00	0.00	0.00	126.13
05 704 3040	SPEECH	866.91	0.00	0.00	0.00	0.00	0.00	866.91
05 704 3045	FOOTBALL TEAM	5,827.14	115.68	0.00	0.00	0.00	0.00	5,711.46
05 704 3047	VOLLEYBALL TEAM	2,029.65	1,200.00	0.00	0.00	0.00	0.00	829.65
05 704 3050	FFA	22,501.81	0.00	234.00	0.00	0.00	0.00	22,735.81
05 704 3060	TRACK	1,383.97	0.00	0.00	0.00	0.00	0.00	1,383.97
05 704 3065	UNIFIED BOWLING	2,330.45	0.00	0.00	0.00	0.00	0.00	2,330.45
05 704 3080	FBLA	1,155.00	0.00	0.00	0.00	0.00	0.00	1,155.00
05 704 3090	QUIZ BOWL	365.67	0.00	0.00	0.00	0.00	0.00	365.67
05 704 4020	CLASS OF 2020	233.58	0.00	0.00	0.00	0.00	0.00	233.58
05 704 4040	CLASS OF 2024-SOPHOMORES	2,601.30	0.00	0.00	0.00	0.00	0.00	2,601.30
05 704 4060	CLASS OF 2022-SENIORS	1,464.53	4.76	0.00	0.00	0.00	0.00	1,459.77
05 704 4070	CLASS OF 2027-7TH GRADE	338.25	0.00	0.00	0.00	0.00	0.00	338.25
05 704 4075	CLASS OF 2026- 8TH GRADE	338.25	0.00	0.00	0.00	0.00	0.00	338.25
05 704 4081	CLASS OF 2023 - JUNIORS	276.07	0.00	0.00	0.00	0.00	0.00	276.07
05 704 4090	CLASS OF 2025-FRESHMEN	1,857.32	0.00	0.00	0.00	0.00	0.00	1,857.32
05 704 5010	MUSIC	1,310.36	0.00	0.00	0.00	0.00	0.00	1,310.36
05 704 5030	STUCO	612.67	0.00	0.00	0.00	0.00	0.00	612.67
05 704 5035	AG STUDIES	706.07	0.00	0.00	0.00	0.00	0.00	706.07
05 704 5040	IND ART	10,822.15	0.00	0.00	0.00	0.00	0.00	10,822.15
05 704 5045	ONE ACT	4,214.38	0.00	0.00	0.00	0.00	0.00	4,214.38
05 704 5050	YEARBOOK	5,356.82	0.00	0.00	0.00	0.00	0.00	5,356.82
05 704 5080	LIFESKILLS	2,409.15	0.00	0.00	0.00	0.00	0.00	2,409.15
05 704 5090	FITNESS CENTER	2,560.34	0.00	330.00	0.00	0.00	0.00	2,890.34
05 704 6030	RECYCLE PROGRAM	5,454.88	0.00	0.00	0.00	0.00	0.00	5,454.88
05 704 6040	SPECIAL PROJECTS	12,868.80	0.00	0.00	0.00	0.00	0.00	12,868.80
05 704 8000	BANK CHARGES/INTEREST	282.47	0.00	6.49	0.00	0.00	0.00	288.96
05 704 8050	SCHOLARSHIPS	400.00	0.00	0.00	0.00	0.00	0.00	400.00
Fund Total: 05		153,108.14	10,344.94	4,674.49	0.00	0.00	0.00	147,437.69

Batch Description: ACTIVITY FUND 6.2022 RECON
Checking Account: 5

Processing Month: 06/2022

STUDENT ACTIVITY CHECKING

<u>Check/Reference Number</u>	<u>Description</u>	<u>Date</u>	<u>Amount</u>
	Statement Balance	06/30/2022	151,714.45

Outstanding Checks

<u>Check/Reference Number</u>	<u>Description</u>	<u>Date</u>	<u>Amount</u>
8189	MEGAN JERABEK	02/28/2021	150.00
8247	HOMESTEAD PUMPKIN PATCH	04/13/2021	132.00
8478	GRANT JONES	02/08/2022	174.00
8570	Cash-Wa Dist.	05/02/2022	474.08
8592	MIDWEST ELITE BB	05/19/2022	100.00
8597	OGALLALA HIGH SCHOOL	05/31/2022	206.00
8607	CI SHIRTS	06/16/2022	1,725.00
8608	Rick Hughes	06/29/2022	1,200.00
8609	CAMERON MILLER	06/29/2022	115.68
	Total:		<u>4,276.76</u>

<u>Statement Balance</u>	<u>Outstanding Total</u>	<u>Balance on Books</u>	<u>Cash Account Balance</u>	<u>Difference</u>
151,714.45	(4,276.76)	147,437.69	147,437.69	0.00

Cleared Automatic Payment Total:
Cleared Checks Total: 9,585.08
Cleared Direct Deposit Total:
Cleared Void Total:
Cleared Cash Receipt Total: 4,674.49
Cleared Manual Journal Entries Total:
Cleared Sales Journal Total:

<u>Receipt Number</u>	<u>Received From ID/Name</u>	<u>Receipt Date</u>	<u>Description</u>	<u>Receipt Key</u>	<u>Amount</u>
794044		06/30/2022	JUNE INTEREST	438	6.49
794035		06/03/2022	CHEER PIZZA SALES	439	4,056.00
		06/14/2022	CHEER \$, FITNESS CENTER	440	248.00
		06/28/2022	FITNESS, FFA	441	314.00
794047		06/25/2022	FITNESS CENTER	442	50.00
			Report Total:		<u>4,674.49</u>

Checking Account ID: 5

Check Type: Check

<u>Check Number</u>	<u>Check Date</u>	<u>Cleared</u>	<u>Void</u>	<u>Void Date</u>	<u>Entity ID</u>	<u>Entity Name</u>	<u>Amount</u>
8581	05/09/2022	X			SUTHERLAND	SUTHERLAND HIGH SCHOOL	50.00
8593	05/19/2022	X			CHADSTAT	CHADRON STATE FOOTBALL	1,400.00
8594	05/19/2022	X			UNL	UNIVERSITY OF NE-LINCOLN	48.00
8595	05/25/2022	X			NJCMENSBAS	NJC MENS BASKETBALL	300.00
8596	05/25/2022	X			SOUTHPLATT	SOUTH PLATTE SCHOOLS	332.82
8598	05/31/2022	X			LEYTONHS	LEYTON HIGH SCHOOL	150.00
8599	06/06/2022	X			UNIVERSALC	UNIVERSAL CHEERLEADERS ASSOCIATION	1,940.00
8600	06/06/2022	X			LITTLECAES	LITTLE CAESERS PIZZA	2,798.00
8601	06/06/2022	X			STEPHSSTUD	STEPH'S STUDIO	4.76
8602	06/14/2022	X			VALENTINEG	VALENTINE GBB	250.00
8603	06/16/2022	X			NSAA	NSAA	1,260.00
8604	06/16/2022	X			GARRETSONS	GARRETSON'S SPORT CENTER	591.00
8605	06/16/2022	X			SPORTSBOAR	SPORTBOARDZ	55.50
8606	06/16/2022	X			NCA	NEBRASKA COACHES ASSOCIATION	405.00

Check Type Total: Check	Count: 14	Void Total: 0.00	Total without Voids:	9,585.08
Checking Account Total: 5	Count: 14	Void Total: 0.00	Total without Voids:	9,585.08
Grand Total:	Count: 14	Void Total: 0.00	Total without Voids:	9,585.08

South Platte Schools Treasurer's Report

Meeting July 11, 2022 (June Expenses)

Name of Account	Jun-21	Jun-22	May-22
General Fund(ABT)			
Beginning Balance	\$1,399,670.11	\$1,738,634.56	\$996,918.99
Interest on Checking	\$6.94	\$140.44	\$77.02
Garden Co. Taxes	\$62.67	\$1,276.24	\$3,559.07
Perkins Co. Taxes	\$5,637.94	\$5,099.19	\$60,548.45
Keith County Taxes	\$85,540.22	\$85,000.76	\$524,661.87
Deuel County Taxes	\$64,075.76	\$54,273.48	\$335,822.58
Co. Fines/Licenses			
Local License Fees			
Lunch Reimbursement			\$31,646.88
Pro Rata Motor Vehicles			
Spec. Ed Payment		\$67,446.00	\$8,523.00
Tuition Reimbursement			\$1,116.00
Title 1 Reimbursement	\$18,047.32	\$16,338.00	
Title IV		\$10,000.00	\$10,000.00
State Apportionment			\$18,014.00
State Aid	\$61,949.41	\$40,219.00	\$80,438.00
Distance Learning			
NASB Medicaid Consortium			
State of Ne-High Ability Learners			
Insurance Claim Receipts			
Medicaid Receipts			\$2,684.74
Other State Receipts			\$11,526.93
Sale of Junk	\$269.79	\$50.00	
High Ability			
Misc. Receipts	\$1,666.37	\$1,925.07	\$20,453.61
Total Receipts	\$237,256.42	\$281,768.18	\$1,109,072.15
Total Disbursements	\$273,452.63	\$287,857.30	\$367,356.58
General Fund End. Balance (ABT)	\$1,363,473.90	\$1,732,545.44	\$1,738,634.56
Building Fund (ABT) 493	\$205,092.95	\$343,699.86	\$261,668.37
Depreciation Fund (ABT) 458	\$264,811.74	\$279,242.72	\$279,191.40
Bond Account (ABT) 549	\$539,642.74	\$368,728.02	\$382,372.93
Employee Flex Spending (ABT)	\$4,484.82	\$5,043.96	\$3,601.78
Savings Account (CFB)	\$213,036.90	\$214,439.01	\$214,410.81
CD # 2357	\$250,000.00	\$250,000.00	\$250,000.00
Unemployment Svgs (CFB)	\$29,688.09	\$29,726.71	\$29,723.53
Employee Benefit (CFB)	\$5,012.39	\$7,307.26	\$7,306.96
Activity Fund (CFB)	\$169,484.05	\$147,437.69	\$153,108.14
Lunch Fund (CFB)	\$182,938.67	\$84,701.16	\$55,833.74
Total Funds All Accounts	\$3,227,666.25	\$3,462,871.83	\$3,375,852.22
Fund Distrubution - CFB	\$850,160.10	\$733,611.83	\$710,383.18
AB&T	\$2,377,506.15	\$2,724,216.04	\$2,665,469.04
General Fund Expenditures for July 2022			
General Fund Checks	\$181,019.48		
Net DD Payroll	\$108,247.94		
Subtotal:	\$289,267.42		
Less: Hot Lunch Payroll	\$1,410.12		
Net General Fund - July 22	\$287,857.30		

Checking Account ID: 1

Check Type: Automatic Payment

Check Number	Check Date	Cleared	Void	Void Date	Entity ID	Entity Name	Amount
9136643	07/11/2022				AMAZONAX	Amazon-American Express	2,317.62
9136644	07/11/2022				BHENERGY	Black Hills Energy	1,500.00
9136645	07/11/2022				NASSPBOST	NASSP - BOSTON	385.00
9136646	07/11/2022				NPPD	NPPD (Nebraska Public Power District)	3,500.00
9136647	07/11/2022				NPPDMLBRY	NPPD MLBRY Acct	64.28
9136648	07/11/2022				NPPDPLUM2	NPPD Plum 2 Acct	47.37
9136649	07/11/2022				SINCLAIR	Sinclair Oil Corp.	1,600.00
9136650	07/11/2022				SINCLAIR	Sinclair Oil Corp.	182.74
Check Type Total:		Automatic Payment		Void Total:	0.00	Total without Voids:	9,597.01

Checking Account ID: 1

Check Type: Check

Check Number	Check Date	Cleared	Void	Void Date	Entity ID	Entity Name	Amount
137292	07/11/2022				ADMIPART	Admin Partners	100.00
137293	07/11/2022				ASCDSPENC	ASCD	129.00
137294	07/11/2022				BSTT	Big Springs Truck and Travel	3,345.91
137295	07/11/2022				CARDSERV	Card Service Center	1,442.64
137296	07/11/2022				CARLSON	Carlson Electric	655.71
137297	07/11/2022				CARSELL	Carson-dellosa Publishing Co	88.96
137298	07/11/2022				GENTLINK	Century Link	658.98
137299	07/11/2022				DECKER	Decker Inc. School Fix	63.40
137300	07/11/2022				EAKESOFFIC	Eakes Office Solutions	2,591.51
137301	07/11/2022				ECOLAB	Ecolab	62.96
137302	07/11/2022				EPIC	Epic Sports	381.65
137303	07/11/2022				ESU10	Esu # 10	450.00
137304	07/11/2022				ESU16	ESU 16	639.55
137305	07/11/2022				HAMPTONKEA	Hampton Inn - Kearney	318.00
137306	07/11/2022				HOMETOWN	Hometown Leasing	994.98
137307	07/11/2022				INLAND	Inland Truck Parts	4,056.86
137308	07/11/2022				JENSEN	Jensen Publishing	36.00
137309	07/11/2022				KCN	Keith Co. News	80.40
137310	07/11/2022				LAKESHORE	Lakeshore Learning	690.52
137311	07/11/2022				LAQUINKEAR	LaQuinta by Wyndham Kearney	402.95
137312	07/11/2022				MATHESON	Matheson Tri-Gas, Inc.	2,610.00
137313	07/11/2022				MARC	Mid-American Research	760.04
137314	07/11/2022				NASCO	Nasco	297.85
137315	07/11/2022				NCSA	Nebraska Council School Administrators	616.00
137316	07/11/2022				NEBLIFE	Nebraska Life Magazine	44.00
137317	07/11/2022				NEBRSAFETY	Nebraska Safety and Fire Equipment	1,067.35
137318	07/11/2022				OFFICE	Office Service, Inc.	39.48
137319	07/11/2022				ORIENTAL	Oriental Trading Co.	17.59
137320	07/11/2022				POWERDISTR	PowerDistributors	2,694.26
137321	07/11/2022				REALLYGOO	Really Good Stuff	1,310.59
137322	07/11/2022				RUDYS	Rudy's GTO	73.63
137323	07/11/2022				SCHOOLSP	School Specialty LLC	94.57
137324	07/11/2022				VERIZON	Verizon Wireless	265.16
137325	07/11/2022				VILLAGEBS	Village Of Big Springs	1,120.65
137326	07/11/2022				WIEST	Wiest Hardware	3,963.48
137327	07/11/2022				WINCKLER	Kathleen Winckler	50.00
Check Type Total:		Check		Void Total:	0.00	Total without Voids:	32,214.63

Checking Account ID: 1

Check Type: Direct Deposit

Check Number	Check Date	Cleared	Void	Void Date	Entity ID	Entity Name	Amount
661	07/11/2022				WAGEWORKS	HealthEquity	158.00
662	07/11/2022				AMAZCAPITA	Amazon Capital Services, Inc	3,014.96
663	07/11/2022				CENLEARN	Cengage Learning	608.88
664	07/11/2022				JOHNJAME	James Johnson	33.95
665	07/11/2022				KOENCLIN	Clinton Koenen	50.00
666	07/11/2022				LANEMARK	Mark Lane	33.73
667	07/11/2022				MCGRAW	McGraw-Hill LLC	1,012.92

Checking Account ID: 1

Check Type: Direct Deposit

<u>Check Number</u>	<u>Check Date</u>	<u>Cleared</u>	<u>Void</u>	<u>Void Date</u>	<u>Entity ID</u>	<u>Entity Name</u>	<u>Amount</u>
668	07/11/2022				MILLCAME	Cameron Miller	100.00
669	07/11/2022				SCHNDARC	Darci Schneider	280.55
670	07/11/2022				SUI	SOFTWARE UNLIMITED INC	7,150.00
Check Type Total:		Direct Deposit			Void Total:	0.00	Total without Voids: 12,442.99
Checking Account Total:		1			Void Total:	0.00	Total without Voids: 54,254.63
Grand Total:					Void Total:	0.00	Total without Voids: 54,254.63

Checking Account ID: 1

Check Type: Automatic Payment

<u>Check Number</u>	<u>Check Date</u>	<u>Cleared</u>	<u>Void</u>	<u>Void Date</u>	<u>Entity ID</u>	<u>Entity Name</u>	<u>Amount</u>
9136635	07/15/2022				AFLAC	AFLAC	1,440.17
9136636	07/15/2022				COLONIAL	Colonial Life	76.75
9136637	07/15/2022				EFTPS	Electronic Federal Tax Payment System	34,063.82
9136638	07/15/2022				2HMAUTO	Horace Mann Insurance Company	68.84
9136639	07/15/2022				HORACE	Horace Mann Life Ins. Co.	175.00
9136640	07/15/2022				SITNE	Nebraska Department of Revenue	5,048.36
9136641	07/15/2022				RET	Nebraska School Retirement Syst (NPERS)	34,562.95
9136642	07/15/2022				VISIONCAR	Vision Care Direct	407.48
Check Type Total:		Automatic Payment			Void Total:	0.00	Total without Voids: <u>75,843.37</u>

Checking Account ID: 1

Check Type: Check

<u>Check Number</u>	<u>Check Date</u>	<u>Cleared</u>	<u>Void</u>	<u>Void Date</u>	<u>Entity ID</u>	<u>Entity Name</u>	<u>Amount</u>
137332	07/15/2022				HSAHILL	Jenna Hill H S A	196.64
137333	07/15/2022				HIXONHSA	Lisa Hixon H S A	503.49
137334	07/15/2022				BCBS	NE Blue Cross Blue Shield	47,676.89
Check Type Total:		Check			Void Total:	0.00	Total without Voids: <u>48,377.02</u>

Checking Account ID: 1

Check Type: Direct Deposit

<u>Check Number</u>	<u>Check Date</u>	<u>Cleared</u>	<u>Void</u>	<u>Void Date</u>	<u>Entity ID</u>	<u>Entity Name</u>	<u>Amount</u>
660	07/15/2022				SPFLEX	South Platte Flexible Spending	2,544.46
Check Type Total:		Direct Deposit			Void Total:	0.00	Total without Voids: <u>2,544.46</u>
Checking Account Total: 1					Void Total:	0.00	Total without Voids: <u>126,764.85</u>
Grand Total:					Void Total:	0.00	Total without Voids: <u>126,764.85</u>

Payroll Register - Totals

Unposted; Batch Description 2207 July Reg June Hours; Payroll Type Expense
Payroll,Extra,Pay Off Contracts,Purchase Order,Regular,Reversing GAAP

<u>PIK/Gross</u>	<u>Amount</u>	<u>Expense/ Employer</u>	<u>Adjustment Amount</u>	<u>Check Total</u>	<u>Payee ID</u>	<u>Payee Name</u>
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Checking Account ID: 1

Non - FIT Taxable Deductions	20,839.90
Non - SIT Taxable Deductions	20,839.90
Non - SOC SEC Taxable Deductions	5,710.10
Non - MEDICARE Taxable Deductions	5,710.10
Direct Deposits	108,520.85
Automatic Payments	75,843.37
Adds + Contracts + Deduction Adds	156,626.06

Net Pay:	108,247.94
Cash Total:	235,012.79



June 1, 2022

Board of Education, South Platte Public Schools
David Spencer, Superintendent
PO Box 457
Big Springs, NE 69122

We are pleased to confirm our understanding of the services we are to provide for South Platte Public Schools for the year ended August 31, 2022.

Audit Scope and Objectives

We will audit the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information, including the disclosures, which collectively comprise the basic financial statements, of South Platte Public Schools as of and for the year ended August 31, 2022.

We have also been engaged to report on supplementary information that accompanies South Platte Public Schools' financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with GAAS, and we will provide an opinion on it in relation to the financial statements as a whole in a report combined with our auditor's report on the financial statements.

1) Schedule of expenditures of federal awards.

In connection with our audit of the basic financial statements, we will read the following other information and consider whether a material inconsistency exists between the other information and the basic financial statements, or the other information otherwise appears to be materially misstated. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report.

- 1) Management's Discussion and Analysis
- 2) Budgetary Comparison Information
- 3) Supplemental Schedules

The objectives of our audit are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and issue an auditor's report that includes our opinions about whether your financial statements are fairly presented, in all material respects, in conformity with the modified cash basis of accounting which is a comprehensive basis of accounting other than GAAP, and report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS and *Government Auditing Standards* will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment a reasonable user made based on the financial statements. The objectives also include reporting on:

- Internal control over financial reporting and compliance with provisions of laws, regulations, contracts, and award agreements, noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards*.
- Internal control over compliance related to major programs and an opinion (or disclaimer of opinion) on compliance with federal statutes, regulations, and the terms and conditions of federal awards that could have a direct and material effect on each major program in accordance with the Single Audit Act Amendments of 1996 and Title 2 U.S. *Code of Federal Regulations* (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance).

Auditor's Responsibilities for the Audit of the Financial Statements and Single Audit

We will conduct our audit in accordance with GAAS; the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; standards contained in the Nebraska State Statutes and the Nebraska Department of Education; the Single Audit Act Amendments of 1996; and the provisions of the Uniform Guidance, and will include tests of accounting records, a determination of major program(s) in accordance with Uniform Guidance, and other procedures we consider necessary to enable us to express such opinions. As part of an audit in accordance with GAAS and *Government Auditing Standards*, we exercise professional judgment and maintain professional skepticism throughout the audit.

We will evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management. We will also evaluate the overall presentation of the financial statements, including the disclosures, and determine whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government. Because the determination of waste and abuse is subjective, *Government Auditing Standards* do not expect auditors to perform specific procedures to detect waste or abuse in financial audits nor do they expect auditors to provide reasonable assurance of detecting waste or abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is an unavoidable risk that some material misstatements or noncompliance may not be detected by us, even though the audit is properly planned and performed in accordance with GAAS and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements or on major programs. We will include such matters in the reports required for a Single Audit. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

We will also conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the government's ability to continue as a going concern for a reasonable period of time.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, tests of the physical existence of inventories, and direct confirmation of receivables and certain assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will also request written representations from your attorneys as part of the engagement and they may bill you for responding to this inquiry.

Audit Procedures—Internal Control

We will obtain an understanding of the government and its environment, including internal control relevant to the audit, sufficient to identify and assess the risks of material misstatement of the financial statements, whether due to error or fraud, and to design and perform audit procedures responsive to those risks and obtain evidence that is sufficient and appropriate to provide a basis for our opinions. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentation, or the override of internal control. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

As required by the Uniform Guidance, we will perform tests of controls over compliance to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each major federal award program. However, our tests will be less in scope than would be necessary to render an opinion on those controls and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to the Uniform Guidance.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. Accordingly, we will express no such opinion. However, during the audit, we will communicate to

management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards, *Government Auditing Standards*, and the Uniform Guidance.

Audit Procedures—Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of South Platte Public Schools' compliance with provisions of applicable laws, regulations, contracts, and agreements, including grant agreements. However, the objective of those procedures will not be to provide an opinion on overall compliance, and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

The Uniform Guidance requires that we also plan and perform the audit to obtain reasonable assurance about whether the auditee has complied with federal statutes, regulations, and the terms and conditions of federal awards applicable to major programs. Our procedures will consist of tests of transactions and other applicable procedures described in the *OMB Compliance Supplement* for the types of compliance requirements that could have a direct and material effect on each of South Platte Public Schools' major programs. For federal programs that are included in the Compliance Supplement, our compliance and internal control procedures will relate to the compliance requirements that the Compliance Supplement identifies as being subject to audit. The purpose of these procedures will be to express an opinion on South Platte Public Schools' compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to the Uniform Guidance.

Other Services

We will also assist in preparing the financial statements, schedule of expenditures of federal awards, and related notes based on the trial balance of South Platte Public Schools in conformity with the modified cash basis of accounting which is a comprehensive basis of accounting other than accounting principles generally accepted in the United States of America and the Uniform Guidance based on information provided by you and propose journal entries affecting the financial statements that management reviews and accepts; and understands the nature of the proposed entries and the impact the entries have on the financial statements. These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*. We will perform the services in accordance with applicable professional standards. The other services are limited to the financial statements, schedule of expenditures of federal awards, and related notes services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

You agree to assume all management responsibilities for the financial statements, schedule of expenditures of federal awards, and related notes, and any other nonaudit services we provide. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements, the schedule of expenditures of federal awards, and related notes based on the trial balance of South Platte Public Schools and that you have reviewed and approved the financial statements, the schedule of expenditures of federal awards, and related notes prior to their issuance and have accepted responsibility for them and the proposed journal entries affecting the financial statements that management reviews and accepts; and understands the nature of the proposed entries and the impact the entries have on the financial statements prior to their issuance and have accepted responsibility for them. Further, you agree to oversee the nonaudit services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

Responsibilities of Management for the Financial Statements and Single Audit

Our audit will be conducted on the basis that you acknowledge and understand your responsibility for (1) designing, implementing, establishing, and maintaining effective internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including internal controls over federal awards, and for evaluating and monitoring ongoing activities to help ensure that appropriate goals and objectives are met; (2) following laws and regulations; (3) ensuring that there is reasonable assurance that government programs are administered in compliance with compliance requirements; and (4) ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles; for the preparation and fair presentation of the financial statements, schedule of expenditures of federal awards, and all accompanying information in conformity with the modified cash basis of accounting which is a comprehensive basis of accounting other than accounting principles generally accepted in the United States of America; and for compliance with applicable laws and regulations (including federal statutes), rules, and the

provisions of contracts and grant agreements (including award agreements). Your responsibilities also include identifying significant contractor relationships in which the contractor has responsibility for program compliance and for the accuracy and completeness of that information.

You are responsible for including all informative disclosures that are appropriate for the modified cash basis of accounting. Those disclosures will include (1) a description of the modified cash basis of accounting, including a summary of significant accounting policies, and how the modified cash basis of accounting differs from GAAP; (2) informative disclosures similar to those required by GAAP; and (3) additional disclosures beyond those specifically required that may be necessary for the financial statements to achieve fair presentation

You are also responsible for making drafts of financial statements, schedule of expenditures of federal awards, all financial records, and related information available to us and for the accuracy and completeness of that information (including information from outside of the general and subsidiary ledgers). You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, identification of all related parties and all related-party relationships and transactions, and other matters; (2) access to personnel, accounts, books, records, supporting documentation, and other information as needed to perform an audit under the Uniform Guidance; (3) additional information that we may request for the purpose of the audit; and (4) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence. At the conclusion of our audit, we will require certain written representations from you about the financial statements; schedule of expenditures of federal awards; federal award programs; compliance with laws, regulations, contracts, and grant agreements; and related matters.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements of each opinion unit taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws, regulations, contracts, agreements, and grants. You are also responsible for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts, and grant agreements that we report. Additionally, as required by the Uniform Guidance, it is management's responsibility to evaluate and monitor noncompliance with federal statutes, regulations, and the terms and conditions of federal awards; take prompt action when instances of noncompliance are identified including noncompliance identified in audit findings; promptly follow up and take corrective action on reported audit findings; and prepare a summary schedule of prior audit findings and a separate corrective action plan. The summary schedule of prior audit findings should be available for our review on September 15, 2022.

With regard to including the auditor's report in an exempt offering document, you agree that the aforementioned auditor's report, or reference to Rauner & Associates, P.C., will not be included in any such offering document without our prior permission or consent. Any agreement to perform work in connection with an exempt offering document, including an agreement to provide permission or consent, will be a separate engagement.

You are responsible for identifying all federal awards received and understanding and complying with the compliance requirements and for the preparation of the schedule of expenditures of federal awards (including notes and noncash assistance received, and COVID-19-related concepts, such as lost revenues, if applicable) in conformity with the Uniform Guidance. You agree to include our report on the schedule of expenditures of federal awards in any document that contains, and indicates that we have reported on, the schedule of expenditures of federal awards. You also agree to include the audited financial statements with any presentation of the schedule of expenditures of federal awards that includes our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the schedule of expenditures of federal awards in accordance with the Uniform Guidance; (2) you believe the schedule of expenditures of federal awards, including its form and content, is stated fairly in accordance with the Uniform Guidance; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the schedule of expenditures of federal awards.

You are also responsible for the preparation of the other supplementary information, which we have been engaged to report on, in conformity with the modified cash basis of accounting. You agree to include our report on the supplementary information in any document that contains, and indicates that we have reported on, the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with the modified cash basis of accounting; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits, or other studies related to the objectives discussed in the Audit Scope and Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions for the report, and for the timing and format for providing that information.

With regard to publishing the financial statements on your website, you understand that websites are a means of distributing information and, therefore, we are not required to read the information contained in these sites or to consider the consistency of other information on the website with the original document.

Engagement Administration, Fees, and Other

We understand that your employees will prepare all cash, or other confirmations we request and will locate any documents selected by us for testing.

We will schedule the engagement based in part on deadlines, working conditions and the availability of your key personnel. We will plan the engagement based on the assumption that your personnel will cooperate and will provide assistance by performing tasks such as preparing requested schedules, retrieving supporting documents, and preparing confirmations. If, for whatever reason, your personnel are unavailable to provide the necessary assistance in a timely manner, it may substantially increase the work we have to do to complete the engagement within the established deadline, resulting in an increase in fees over our original fee estimate.

At the conclusion of the engagement, we will complete the appropriate sections of the Data Collection Form that summarizes our audit findings. It is management's responsibility to electronically submit the reporting package (including financial statements, schedule of expenditures of federal awards, summary schedule of prior audit findings, auditor's reports, and corrective action plan) along with the Data Collection Form to the federal audit clearinghouse. We will coordinate with you the electronic submission and certification. The Data Collection Form and the reporting package must be submitted within the earlier of 30 calendar days after receipt of the auditor's reports or nine months after the end of the audit period.

We will provide copies of our reports to South Platte Public Schools; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

The audit documentation for this engagement is the property of Rauner & Associates, P.C. and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to the Nebraska State Auditor and the Nebraska Department of Education or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Rauner & Associates, P.C. personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of five years after the report release date or for any additional period requested by the Nebraska State Auditor and the Nebraska Department of Education. If we are aware that a federal awarding agency, pass-through entity, or auditee is contesting an audit

finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

Robert R. Rauner, Jr. is the engagement partner and is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them. We expect to begin our audit on approximately July 15, 2022.

Our fee for these services will be at our standard hourly rates and we agree that our gross fee for an audit of financial statements will not exceed \$11,700 plus out-of-pocket costs (such as report production, postage, travel, telephone, etc.). If a Single Audit is required, the additional fee for these services will be at our standard hourly rates, not to exceed \$2,645 per major program. Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report(s). You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the engagement. If significant additional time is necessary, we will keep you informed of any problems we encounter and our fees will be adjusted accordingly.

The Nebraska Department of Education has requested the performance of additional services not addressed in this engagement letter related to compliance with the calculation of the Average Daily Membership as required by Rule 1 of the Nebraska Administrative Code. We will communicate with you regarding the scope of the additional services and the estimated fees in a separate engagement letter.

In the event that the Governmental Accounting Standards Board (GASB), the American Institute of CPA's (AICPA), the General Accounting Office (GAO), the Office of Management and Budget (OMB), or any other federal or state agency promulgates additional standards or audit procedures during the audit period, we will discuss these requirements with you before proceeding further. Before starting the additional work, we will prepare an estimate of the time necessary, as well as the fee for performing the additional work.

Reporting

We will issue written reports upon completion of our Single Audit. Our reports will be addressed to the school board of South Platte Public Schools. Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinions, add a separate section, or add an emphasis-of-matter or other-matter paragraph to our auditor's report, or if necessary, withdraw from this engagement. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or issue reports, or we may withdraw from this engagement.

The *Government Auditing Standards* report on internal control over financial reporting and on compliance and other matters will state that (1) the purpose of the report is solely to describe the scope of testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance, and (2) the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. The Uniform Guidance report on internal control over compliance will state that the purpose of the report on internal control over compliance is solely to describe the scope of testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Both reports will state that the report is not suitable for any other purpose.

We appreciate the opportunity to be of service to South Platte Public Schools and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the attached copy and return it to us. You have requested that we provide you with a copy of our most recent external peer review report and any subsequent reports received during the contract period. Accordingly, our 2020 peer review report accompanies this letter.

Very truly yours,

Rauner & Associates, P.C.

Rauner & Associates, P.C.

RESPONSE:

This letter correctly sets forth the understanding of South Platte Public Schools.

Superintendent signature: _____

Title: _____

Date: _____

Board Member signature: _____

Title: _____

Date: _____

Report On The Firm's System Of Quality Control

December 21, 2020

To the Owner of
Rauner & Associates, P.C.
and the Peer Review Committee of the
Nevada Society of CPA's

We have reviewed the system of quality control for the accounting and auditing practice of Rauner & Associates, P.C. (the Firm) in effect for the year ended May 31, 2020. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards).

A summary of the nature, objectives, scope, limitations of, and the procedures performed in a System Review as described in the Standards may be found at www.aicpa.org/prsummary. The summary also includes an explanation of how engagements identified as not performed or reported in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

Firm's Responsibility

The Firm is responsible for designing a system of quality control and complying with it to provide the Firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. The Firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported in conformity with professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

Peer Reviewer's Responsibility

Our responsibility is to express an opinion on the design of the system of quality control and the Firm's compliance therewith based on our review.

Required Selections and Considerations

Engagements selected for review included audits performed under *Government Auditing Standards*, including a compliance audit under the Single Audit Act.

As part of our peer review, we considered reviews by regulatory entities as communicated by the Firm, if applicable, in determining the nature and extent of our procedures.

Opinion

In our opinion, the system of quality control for the accounting and auditing practice of Rauner & Associates, P.C. in effect for the year ended May 31, 2020 has been suitably designed and complied with to provide the Firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of pass, pass with deficiency(ies), or fail. Rauner & Associates, P.C. has a peer review rating of pass.

BerganKDV, LLC

BerganKDV, LLC
Omaha, Nebraska

Sandhills PT Athletic Training Agreement

This agreement for Athletic Training coverage is between South Platte Schools and Denise Moorhead, an employee of Sandhills PT. South Platte will disperse \$4,000 for fall sports, \$4,000 for winter sports, and \$3,000 for Spring sports to Sandhills PT to be paid to Denise Moorhead after the start of each said season. Expectation for services are as follows:

1. To attend 90% of all High School Volleyball, High School Football, High School Basketball and High School Track contests, home and away.
2. Provide Athletic Training services to the student athletes during the first part of practice and be "on call" for the remainder of practice.
3. Sandhills PT will provide liability insurance and cover the licensing fees for ATC services of this contract.
4. Should Denise Moorhead not complete the sports season for any reason, she is responsible to pay the pro-rated portion of the individual sports season disbursement back to Sandhills PT. Sandhills PT will then reimburse this amount back to South Platte Schools. This re-payment will then terminate this contract for athletic training services between Sandhills PT and South Platte Schools.
5. Sandhills Physical Therapy is not responsible for any travel expenses needed to perform this agreement.
6. All Training room supplies will be provided by South Platte Schools.



David Spencer, Superintendent

8-9-21

Date

Sandhills Physical Therapy

Date



Denise Moorhead

8-9-21

Date

SOUTH PLATTE SCHOOLS

ACTIVITY HANDBOOK 2022-2023

**PO Box 457
610 PLUM STREET
BIG SPRINGS NE 69122**

ELEMENTARY PHONE: 308 889 3674

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INTRODUCTION

DISCLOSURE

THERE IS NO ABSOLUTE RIGHT TO PARTICIPATE IN ANY EXTRA-CURRICULAR ACTIVITY, UNLESS SUCH EXCLUSION IS BASED SOLELY UPON A CONSTITUTIONALLY OR STATUTORILY PROHIBITED BASIS.

THIS POLICY IS NOT A CONTRACT NOR IS IT INTENDED TO VEST ANY SUBSTANTIVE LEGAL RIGHTS. IT IS INTENDED TO GENERALLY ACQUAINT STUDENT PARTICIPANTS AND THEIR PARENTS, GUARDIANS, AND CUSTODIANS WITH GENERAL GUIDELINES ON PARTICIPATION.

THE SCHOOL DISTRICT, ITS BOARD OF EDUCATION, ADMINISTRATORS, COACHES, AND SPONSORS SPECIFICALLY RESERVE THE RIGHT TO LIMIT PARTICIPATION IN ANY ACTIVITY WHICH IS CONSISTENT, IN THEIR AND EACH OF THEIR, SOLE JUDGMENT, WITH THE BEST INTERESTS OF THE SCHOOL AND ITS STUDENTS.

DEFINITION OF ACTIVITY

An activity, unless otherwise defined in this policy, shall be any program of participation by a student on a voluntary basis, under the control, sponsorship, and supervision of the School District, which is done on an individual or team basis, designed to enhance the athletic, intellectual, artistic or cultural advancement of the student. This handbook is supplementary to the student handbook and any other policies on conduct required by the district.

Participating students will:

1. Consider all opponents as guests of The Blue Knights & treat them with courtesy & respect.
2. Accept the decision of the officials without question.
3. Never use abusive, irritating or obscene language.
4. Applaud good sportsmanship from opponents and teammates.
5. Strive for victory through fair play.

6. Love the contest for its own sake--not for what winning may bring in personal glory.
7. Do everything possible to encourage enthusiasm for the contest.
8. Win without boasting and lose without excuse.
9. Do all within their power to make the activity program something to be proud of.

Any tradition is not built over-night, it takes a great deal of hard work, effort and dedication of several persons, over many years. As a member of an interscholastic team, the student has responsibilities to meet; that student must be willing to accept these responsibilities. All contestants owe it to themselves to broaden and develop strength of character.

Being a participant, you have a responsibility to your school and your community. The student body, your community and other communities judge our school on your conduct and attitudes both on and off the competitions site. You are in a leadership role, and can contribute to our school and community image. Make your community, school, and younger students proud of you, your performance, and your dedication to the high ideals of being the best you can be. All students, grades 7-12 who want to take part in this tradition & the building of new traditions in activities as Blue Knights, must accept the responsibilities established for every member of all teams.

GENERAL INFORMATION

ACTIVITY PASS

A season activity pass is available for purchase. Only students participating in the activity will be admitted free. All others will pay the regular student admission gate price.

ATTENDANCE

A student may not participate in an activity unless he/she is in school one-half (1/2) day on the day of the activity (in school by lunchtime). Exceptions may be made by the administration. When possible, arrangements for possible exceptions should be made in advance of the student being gone. School sponsored activities are an exception.

DISMISSAL FROM CLASSES FOR CONTESTS OR EVENTS

Every effort must be made to notify teachers in advance of a participant's impending absence for scheduled contest or events. It is the responsibility of the student to make up work missed because of school-sponsored activities.

BEHAVIOR AT ACTIVITIES

Because we are representing South Platte School whenever we compete our behavior must be exemplary. The highest degree of sportsmanship is our goal and must be foremost in our attitudes.

Coaches/sponsors have the responsibility to immediately remove from the activity any student who shows obvious disagreement with an official in a negative manner, is unsportsmanlike, or who is acting in a way in which to embarrass the school, his/her teammates, his/her parents or him/herself.

Whether at home or away, care of facilities is a high priority item. Students, student managers and coaches/sponsors should all be aware that opponent's facilities should be left in the condition in which they were entered. Vandalism of any magnitude will be met with swift and appropriate action. Coaches/sponsors should check after each away contest to insure that opponent facilities are left in satisfactory and respectable condition.

CELL PHONES & ELECTRONIC DEVICES

The use of cell phones and other electronic devices capable of taking pictures are prohibited in all locker rooms and dressing areas. Students found with a cell phone on in these areas will have the phone removed from them and the phone will stay with the coach or athletic director until such time as the parent of the student comes to collect it. The school reserves the right to check the electronic devices content for inappropriate contents. Other cell phone and electronic device use will be determined by the individual coach/sponsor.

CONCUSSIONS

Any student who has suffered a confirmed concussion will be removed from play and will be held out of physical participation in contests and practices. The student will not be permitted to return to participation until evaluated by an appropriate licensed health care professional and a written and signed clearance form (RTP-Return to Play) is provided by the health care provider and parent. The school will provide concussion educational training to all coaches and provide concussion information to the athletes and parents. South Platte will provide the training for parents at the annual "Parent Meeting" held prior to the fall football and volleyball scrimmages. If a parent is unable to attend this meeting or additional information is desired it can be obtained from numerous internet sites or contact the coach or an administrator. It is very important that communication between the coach, athlete and parents be held to provide a safe environment for our students. Refer to the Return to Learn Protocol in the Student Handbook.

CURFEW

All students will be expected to follow the hours established by their respective coach/sponsor. It should be understood that coaches/sponsors reserve the right to check with their students concerning curfew.

EQUIPMENT

- A. Any equipment, clothing and/or training supplies must be checked-out by a coach. Equipment, clothing or training supplies are loaned to the student for one season only.
- B. Any equipment, clothing or training supplies must be cleaned and maintained by the student and returned to the coaching staff in the same condition in which it was checked out, normal wear and tear excluded.
- C. Possession, transfer, or use of "non-checked out" equipment, clothing or training supplies, etc., constitutes grounds for disciplinary action.
- D. Failure to return any checked-out items at the conclusion of the season constitutes grounds for disciplinary action. The cost of replacing missing equipment will be passed on to the participant.
- E. Coach's rooms and equipment rooms are OFF-LIMITS to all students who do not have permission from a coach/sponsor.
- F. Contact coaches/sponsors immediately regarding equipment that is missing or in need of repair.

JUNIOR VARSITY

The purpose of the junior varsity program is to provide younger athletes the opportunity to participate. Therefore, participation in the junior varsity program, in most cases, will be limited to non-starters in grades 9-10-11.

OUT-OF-SEASON ACTIVITIES

Students are encouraged to participate in the activities that are offered. There are many studies that reveal participation in some form of interscholastic activity leads to higher grade point averages and better attendance. The activity in-season will be given priority over the other activities. The activities director must approve any use of school facilities and/or equipment for practices or contests for any activity that is not in-season. A meeting will be held including the activities director, the coach/sponsor of the in-season sport and a representative of the party requesting the use of the school's facilities to discuss the request and make sure all parties are aware of the situation and the in-season sport has first priority. A member school shall not provide support, hold an organized practice or enter students in any non-high school competition in NSAA sponsored sports outside of the defined NSAA season. NSAA approved rulings and interpretations apply to the allowable out-of-season activities. Contact the school administration or athletic director for an explanation or copy of the complete rules.

PHYSICALS / INSURANCE - ATHLETICS

All athletes must obtain a medical physical. Athletes may NOT participate in any physical practice for any sport without a current completed Health Examination Form/Clearance Form and Consent Form on file with the school.

All athletes should have insurance to cover the athlete in the event of injury. The school will not be responsible for the payment of insurance policies or payment of medical bills.

It is highly recommended that each participant be protected through an insurance plan. It is suggested that your student either be included in your present policy or a policy should be purchased. This can be done through your local insurance agent.

PRACTICES

1. Students should not come to their practice until 15 minutes before practice is scheduled unless a coach/sponsor is supervising.
2. It is your responsibility to see that your locker is locked at all times. (If applicable, locks will be provided)
3. Coaches and sponsors are responsible to the students to present an organized practice schedule, as well as meeting some basic time limitations. The practices should be no longer than 90-120 minutes in length. Practices, instructions, and locker room activities should be concluded in time to allow students and coaches to be back to their hometown by 6:00 p.m. on Wednesday (church night). On other days, practice activities should be concluded in time (no later than 6:00 p.m.) to allow students and coaches to be back to their hometown by 6:30 p.m.
4. Keys are to be used by coaches/sponsors and bona fide student helpers when necessary. No student should ask to use nor any coach/sponsor give his/her keys to unauthorized personnel.
5. Students not participating in an activity sponsored by a coach/sponsor should not be in the school building after 4:00 p.m. unless supervised.
6. All participants must meet the following requirements before they start practice:
 - Must meet state and school eligibility.
 - A team member is not allowed to practice unless he/she is in school one-half (1/2) day on the day of the practice (in school by lunchtime). Exceptions may be made by the administration. When possible, arrangements for possible exceptions should be made in advance of the student being gone. School sponsored activities are an exception.
7. Students who are in school during the day are expected to attend practice for that day. In order to obtain an excused absence from practice, parents must notify the school during the morning. Example: If a student is in school and must miss practice that day for a medical appointment, that student's parents must notify the school that morning. The student also has a responsibility to notify the coach and/or sponsor as early as possible and if possible. If a student did not attend school because of illness, it is expected that he/she will not attend practice. The following standards apply to students who are "out" for an activity but have a tendency to accumulate absences that are not excused:
 - First Unexcused Absence - Warning given on penalty of unexcused absences and a penalty will be determined by the head coach/sponsor. (Example: student will not start the next contest.)
 - Second Unexcused Absence - student will not participate in the next game/contest, but will be required to sit on the bench, (if applicable) with the rest of the team.
 - Third Unexcused Absence - student will be removed from the team.
8. Students who have missed practices--for whatever reason--should not expect to return and automatically be in the same position on the team as before. Remember activities are competitive--not only among teams but also team members.

CHRISTMAS VACATION PRACTICES

Christmas vacation is time set aside for family activities. There will be no practice held during the five-day moratorium set by the NSAA. All other practices scheduled during Christmas vacation will be strictly optional. No penalty or discipline will be enforced for missing optional practices.

PRE-SEASON ACTIVITY MEETING

The Activities Director and coaches will schedule a general meeting for all students who plan to participate in each seasonal activity during the school year. Covered at this meeting will be NSAA eligibility guidelines, school eligibility requirements, general warning on inherent dangers of participation in activities, catastrophic insurance, possible NSAA penalties, and safety implications. Activity handbooks will be presented to students before the fall season for those who plan to participate in those activities. All others will be handled on an individual basis.

SUMMER ACTIVITIES – update with current NSAA policies

From the Tuesday following Memorial Day to July 31, a member school may not sponsor a team or individual, provide uniforms, individual player equipment (except football, baseball and softball protective equipment for commercial

camps), or otherwise be responsible for a student in summer competition. Attendance at summer activities shall be voluntary. No coach or school representative may directly or by implication direct a student to attend summer activities as a condition for membership on a high school team or restrict the level of team participation within the high school program. NSAA approved rulings and interpretations apply to the allowable summer activities. Contact the school administration or athletic director for an explanation or copy of the complete rules.

STUDENT AND PARENT CONSENT FORM

A student shall become eligible for practice and competition in each activity that is under the jurisdiction of the Nebraska School Activities Association when a certificate of consent, signed by the student and one of his/her parents or guardians, is on file with the principal. The certificate of consent shall contain an acknowledgement that the major rules and regulations governing the student's eligibility to participate in interscholastic activities have been disclosed to the student and his/her parent or guardian.

Prior to permitting a student's participation in interscholastic competition, the superintendent or designate of each school shall file a report with the NSAA office, verifying that each Certificate of Consent has been properly signed and each student has been informed of NSAA rules.

STUDENT ELIGIBILITY

It is desirable that students pass each class with a 70% grade point average or higher in each class. Students failing two or more classes (less than a 70%) will be ineligible for a one-week period. Eligibility will be determined by examining student grades on Wednesday of each week, beginning the 3rd week of each semester. Students found to be ineligible will be excluded from extra-curricular activities from Thursday through the following Wednesday.

Extra-curricular activities shall include all sporting contests, music contests, non-academic field trips, speech and drama contests, any school sponsored dances and/or parties or any activities that would require the student to be absent from the regular classroom. Students are expected to continue to participate in all practices and/or meetings during this ineligible time but will not be allowed to participate in the games, contests, concerts, field trips or dances, etc. Students who are ineligible will remain in school on the days of all other extra-curricular activities, except students who have continued to participate in practices and/or meetings during the ineligible time. These students may leave school early with their team to attend their activities, if no more than two periods will be missed. School ineligibility does not carry over to the next year.

STUDENTS WITH DISABILITIES

Student with verified disabilities will be granted equal opportunity to participate in school extracurricular activities. Reasonable accommodations will be provided that do not fundamentally alter the nature of the sport or activity, does not give the person with the disability a competitive advantage over competitors without disabilities, and does not present a safety risk to the person with a disability or to other competitors. The appropriate accommodation(s) will be developed by a team approach involving school administration, activities director, coaches, special education personnel and the parents working together. The superintendent will render the final decision and any grievance can be taken to the Board of Education. South Platte School will make every attempt to follow the legal obligations dealing with the rights of students with disabilities under existing laws of Section 504, IDEA and ADA.

SUNDAY AND WEDNESDAY NIGHT ACTIVITIES

According to the Nebraska School Activities Association, no regular season contests may be scheduled on Sunday. In addition to this, South Platte School prohibits Sunday practices, and Wednesday night practices after 6:00 guided by the philosophy that Sundays and Wednesday nights should be reserved for family activity. However, a Sunday practice may be allowed with the permission of the administration for a Monday sub-district or district tournament game or event.

TRANSPORTATION AND TEAM TRAVEL

It will be the student's/parent's responsibility to provide their own transportation to the home games and practices. This policy does not apply to away games or events. Students will be required to ride on school transportation and return the same way, unless the parents take the responsibility for the student by contacting the sponsor following the

event and signing the transportation sign-out sheet. Any exceptions to the policy must be approved by the activity director or administration prior to the activity.

This policy includes all student activities such as: athletic events, school dances, band concerts, speech and drama meets, cheerleader practices, and all other school organizations and events.

CODE OF CONDUCT

Appearance

It is our intent to have our students and others directly associated with South Platte dressed in such a manner as to portray a positive and healthful image. The dress code in the Student Handbook applies to all school functions. Students are expected to dress in better taste than they usually wear to class. This applies on the day of an activity, prior to the game or activity, and preceding the game or activity.

Example: Students will dress up the day of the activity, during the time prior to and after the activity.

Example: If an away game or activity - same rule applies and may include appearance while riding to and from.

Example: Same applies should game and/or activity occur on a weekend or day when school is not regularly scheduled.

Individual coaches and sponsors shall be responsible for establishing dress codes for students.

Infractions

Alcohol, Tobacco, Electronic Smoking Devices, Other Dangerous & Controlled Drugs including Anabolic Steroids & Serious Criminal Behavior (Note: as defined by South Platte School serious criminal behavior excludes moving traffic violations)

All activity sponsors and school administration expect our participants to be something special, so therefore, all participants are expected to meet demands that the normal student does not. Activities can be very demanding upon an individual, both mentally and physically. The school board's policy on Drug Free Schools will be followed. There is no place in South Platte Activities at the junior or senior high level for any participant who involves themselves with alcohol, tobacco, other dangerous & controlled drugs or criminal behavior. Anyone who does will be hurting themselves, the team and the image we wish to project.

Therefore, any participant of South Platte Junior or Senior High who, during the school term (school term to include fall season practices before the school term starts) is observed by school or law enforcement personnel, on or off school property, to be in possession of, use of, or associated with in any other manner alcohol, tobacco, other dangerous & controlled drugs and criminal behavior will be subjected to the following disciplinary actions. The observer or report of the conduct of the student shall have articulated facts based on observation, court process (conviction or diversion) or other reliable indications of guilt.

The student must self-report any violations/possible violations to his or her coach or athletic director or administrator as soon as possible the next school day. If the violation occurs on the weekend or during a school vacation, self-reporting must be done the earliest of: before the next contest/practice is held for any activity currently involved in or as soon as possible the day school resumes. If a student fails to self-report the penalties will be doubled; ex. - ... Next contest will be suspended - penalty will be next two contest; ex. - ... For 60 school days will be 120 school days.

THE FOLLOWING DISCIPLINES ARE BASED ON SELF-REPORTING

ALCOHOL, TOBACCO, ELECTRONIC SMOKING DEVICES AND SERIOUS CRIMINAL BEHAVIOR

First Offense - the student, sponsor and student's parents will discuss the significance of the events. That student will be suspended from participating in the next contest/activity for each activity they are currently involved in. If a student is not participating in an activity at the time of the infraction, a suspension will take place at the next contest a student would be involved in. Any participant who is disciplined under the above criteria will continue to practice with their activity if he/she expects to participate in that activity after disciplinary action is completed.

Second Offense - the student will be removed from all activities for 60 school days.

Third Offense - the student will not participate in any activities for the remainder of the school term.

DANGEROUS & CONTROLLED DRUGS INCLUDING ANABOLIC STEROIDS

For purposes of this policy, the term "dangerous drug" shall be any compound, mixture or combination of the substances defined in the Nebraska Criminal Code as found at Neb. Rev. Stat. 28-405, Reissue 1995, "CONTROLLED SUBSTANCES; SCHEDULES; ENUMERATED", including Schedules I through V inclusive of that Statute, and as such Schedules shall, from time to time, be amended by the Legislature.

First Offense - the student will be removed from all activities they are currently involved in and a 60-day school day activity suspension will be enforced.

Second Offense - the student will not participate in any activities for the remainder of the school term.

Any student who chooses to participate in a court/school approved rehabilitation program, at their own expense, may earn back part of their privilege to participate in activities at the discretion of the school administration.

ADDITIONAL INFRACTIONS

Any student who is disciplined under these policies at any time during the school year, and who was a participant in any South Platte extra-curricular activity, will no longer be eligible to receive any of the special awards given out at the activity or honors banquets. Examples may include but are not limited to: Outstanding Athlete, Most Valuable Players, Most improved Player, Outstanding Musician, Outstanding Speech or Drama Student, or any other special awards given by coaches or activity sponsors. This does not affect lettering in an activity and All-Conference selections.

Students who wish to appeal a decision may request a hearing with their sponsor and activities director. If their decision is not satisfactory, the student may request a hearing with the principal. If his/her decision is not satisfactory, they may request a hearing with the superintendent. If his/her decision is not satisfactory, they may request a hearing with the Board of Education, whose decision on the matter is final.

SOUTH PLATTE SCHOOL --- ACTIVITY LETTERING REQUIREMENTS

The head coach of each activity will review the requirements for lettering prior to the commencement of the season with the students and the activities director.

FOOTBALL: Average 2 quarters per number of varsity games/Example: 2 x 8 games = 16 quarters to letter. Must play 2 plays to count as a quarter /1 play equals 1/2 quarter. Can't miss more practices than weeks of practice (except if injured).

VOLLEYBALL: Average 1 game per varsity match /Example: 15 matches = 15 games to letter.

BASKETBALL: Average 1 quarter per varsity game/Example: 16 games = 16 quarters to letter.

CROSS COUNTRY: Medal at a meet - then continue to improve.

BOYS & GIRLS TRACK: Score 1 point at a major meet (4 teams or more) Relay points are split.

GOLF: Compete in at least 25% of scheduled varsity meets or qualify for the state meet as an individual or as a team member.

SPEECH: Participate in three meets or medal in one event.

PLAY PRODUCTION: Participate in two or more productions.

CHEERLEADING: Must cheer at all required games unless excused. Must participate in all fundraisers during the school year. Must participate in planning and carrying out pep rallies.

BOWLING: Compete in 25% of scheduled varsity meets. No missed practices which are unexcused.

DANCE: Active participation throughout the year, a positive attitude, no unexcused absences, promote school spirit, show leadership at practices and games and learn all routines.

BAND: Active participation throughout the year with a positive attitude, no unexcused absences from performances. Must show leadership in practices and performances.

CHOIR: Active participation throughout the year with a positive attitude, no unexcused absences. Must show leadership in practices and performances.

ALL ACTIVITIES:

If injured an athlete must meet the lettering requirements per the number of contests before the injury or be on track to letter before the injury.

To earn a letter the participant must finish the season in good standing and have all equipment checked in or paid for. If a participant is removed from the team for a disciplinary reason, they forfeit their varsity letter or participation certificate for that season.

Special circumstances will be dealt with on an individual basis by the head coach, assistant coach(es), activity director and the administration.

TRI-HONOR REQUIREMENTS: Must have participated in the fall, winter and spring seasons during the current school year. Must have been academically eligible for the entire school year. Must finish each sport in good standing.

CAREER AWARD: Must have met the above requirements for their entire career.

SOUTH PLATTE SCHOOLS

STUDENT HANDBOOK 2022-2023

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Welcome

PHILOSOPHY OF SOUTH PLATTE SCHOOLS

South Platte Board of Education believes that all students should be equipped with the necessary skills and attitudes toward work to function effectively in our economic system.

The school shall provide students with the necessary information to help them make vocational choices and enable them to utilize more wisely the increased leisure time characteristic of our society.

The school shall provide experiences and insights that will enable students to participate and function effectively and constructively in our modern democratic system of government.

Each student should develop a sense of his personal worth and dignity and that of all other individuals regardless of cultural background.

MISSION STATEMENT

South Platte Public School will provide quality educational opportunities for developing responsible citizens who will make positive contributions in a changing world.

SOUTH PLATTE SCHOOL SONG

We are the Blue Knights,
We fight for victory,
We are the Blue Knights,
Proud and True we will be.
As we fight for victory,
The Blue, Gold and White.
Loyal to our colors.
We will
Fight, Fight,
Fight, Fight, Fight!

Notice of Nondiscrimination

In accordance with Federal civil rights law and US Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex, disability, age, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA.

Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotape, ASL, etc) should contact the Agency (State or local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, (AD-3027) found online at http://www.ascr.usda.gov/complaint_filing_cust.html, or at any USDA office, or write a letter addressed to USDA and provide in the letter all the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by: (1) Mail: U.S. Department of Agriculture, Office of the Asst. Secretary for Civil Rights, 1400 Independence Avenue, SW, Washington D.C. 20250-9410; (2) fax (202) 690-7442 or (3) email at <mailto:program.intake@usda.gov>. This institution is an equal opportunity provider.

Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service (800) 877-8339; or (800) 845-6136 (Spanish). USDA is an equal opportunity provider and employer.

Grievance and Complaints from the Public:

Policy 7012: Grievances and complaints which arise from parent/guardians or patrons of the district should be initiated in the following manner:

1. All grievances concerning discrimination shall be filed with the South Platte School Superintendent, 610 Plum St. Big Springs, NE 69127 or 308-889-3622.
2. All other grievances.
 - a. The complainant must identify the organization, group or person(s).
 - b. The staff member shall be contacted to communicate the nature of the complaint.
 - c. The complaint should be as detailed and specific as is practical.
 - d. The complainant shall request a meeting with the involved staff members for clarification, discussion and resolution. The meeting will be held at the school at a time that is mutually convenient to all parties.
 - e. If prior steps have been unsuccessful either party may involve the appropriate administrator for discussion and resolution by requesting a meeting with all involved parties or separate meetings that will involve all parties.
 - f. Should the matter concerned not be resolved to the satisfaction of all parties, they may appeal in writing to the Superintendent of Schools within thirty days.
 - g. If the initiating party is not satisfied with the response of the Superintendent, said party may address a written appeal to the Board of Education through the Secretary of the Board.

Anonymous communication shall not be considered by the Board of Education.

It shall be understood by all parties involved in the complaint procedure that no reprisals of any kind, applied or intended, shall be brought against the person or persons involved in the resolution of the grievance.

INTRODUCTION

This handbook has been designed to give you important information about the operation of the procedures pertaining to the South Platte School. This policy is not a contract nor is it intended to vest any substantive legal rights. It is intended to generally acquaint students and their parents, guardians and/or custodians with the general guidelines of South Platte School. Additional information is available from the policies of the Board of Education.

The ultimate purpose of education is to help each student become an effective citizen in a democracy. To develop and accept the responsibilities and obligations of good citizenship will help you to participate in our varied activities and thus find those things within our school which will prepare you to live a better life and finally take your place in this complex society. Remember that your success in this school will be directly proportional to your efforts.

POLICY CHANGES

These policies are subject to change or amendment during the current school year by suggestion of the Superintendent and approval of the Board of Education.

STAFF DIRECTORY

2022-2023

SOUTH PLATTE PUBLIC SCHOOL

Superintendent and Elem. Principal – David Spencer
7-12 Principal/Activities Director/504 Coordinator – Nick Brost

Teaching Staff

Kenneth Bartels	Business
Heidi Barnhart	School Counselor/Assessment Coordinator
Bailee Speck	Art
Andrea Cheleen	Title I
Denise DeCoste	Elem. Resource
Laura DeVries	Librarian/Speech
Melisa Goddard	Kindergarten
Holly Christensen	Science/Math
Melissa Huff	4 th Grade
Courtney Johnson	6 th Grade
Ryan Essink	Woods/STS
Bryan Kotschwar	P.E./Geography
Ashley Gallentine	3 rd Grade
Cameron Miller	Science/Ag
Shane Richards	5 th Grade
Stephanie Scherbarth	Social Science
Darci Schneider	1 st Grade
Candy Spady	JH/HS Resource
Katie Winckler	English
Katherine Sylvester	Spanish
Katie Cross	Science
Patti Vlasin	2 nd Grade
April Young	Math
Beth Jacobs	Music

South Platte Board of Education

Darrel Armstrong – President	Amy Stanley – Vice President
Patricia Welsh – Treasurer	Timothy Van Zee – Secretary
Adam Hayward – Member	Duane Duncan - Member

SECTION ONE: BASIC SCHOOL RULES AND GENERAL PRACTICES

ATTENDANCE POLICY

South Platte Public School realizes that regular and punctual attendance is of utmost importance in the educational process. Being absent from school hampers the student's likelihood of success and can help foster poor attitudes toward work and responsibilities. We also realize that perfect attendance is not always possible. Therefore, South Platte Public School has adopted the following policy:

All students (7-12) will be allowed six (6) absences and two tardies per semester per class. These allowable absences are not classified as excused or unexcused.

Students who accumulate more than 6 absences per semester will have their semester grade reduced 1% point per absence more than six (6) per class. For example, if a student has a grade of 90% and misses 7 days during the semester, the student's final grade would be an 89%. Students are tardy if not in their assigned room when the tardy bell rings. Students detained between classes by a teacher should get a pass from that teacher so they will not receive a tardy. All students will be allowed two tardies per semester per class. For every tardy after this, the students will be required to serve a 30-minute detention after school. The students have one week to serve this detention or they will serve an in-school suspension. Students should report to detention with work to do and in some cases this time will be spent cleaning or working on other assigned tasks for the school.

A student will have the opportunity to make up for excess absences to earn back points taken off of their final grade. Students can serve a detention after school to make up for one period missed. Students should report to detention with work to do, and in some cases this time will be spent cleaning or working on other assigned tasks for the school.

Attendance notifications will be sent or provided to the parents at each grading period. Parents and students can also view current attendance information on the school's data system (<https://spk.powerschool.com/public/home.html>). If a student's absences/tardies exceed the allowable amount, the parent, with the student, will have the opportunity to request a meeting with the attendance committee which is comprised of 3-5 faculty members, the principal, and the superintendent to explain the special circumstances of the absences and request that they not be included in determining the student's final semester grade. Attendance committee meeting dates will be set and published on the school calendar. They generally will be held following the end of each 14 week and semester grading periods. Parents can call or stop at the office to set up an appointment with the attendance committee on these dates. Additional attendance committee meeting dates can be set as needed. The parents and the students need to provide the appropriate documentation to the committee at the time of the meeting. Upon completion of the meeting, the committee will notify the parents and student in writing within three (3) school days of their decision in the matter.

Parents or guardians are asked to call the school when their student is absent for safety and truancy reasons. It is the student's responsibility to get missed assignments and see they are completed on time.

TRUANCY

A truant is any student who is absent from classes without the knowledge and permission of their parents, guardian or the school. Make-up work and time will be required of all truant students. Further disciplinary action may be taken including suspension from classes or school and may require referral to the Superintendent and the Board of Education for possible expulsion. South Platte School will follow school attendance requirements set by the Neb. Leg. Bill 79-209 & 996 including reporting excessive absenteeism to the county attorney.

EXPECTANT PARENTS

Attendance in school by an expectant parent depends on many factors. Decisions will be made on an individual basis by the Board of Education after administrative conferences with student, physician, and parents. In no case will a student be denied educational opportunities on the basis of marital or parental status.

ATTENDANCE CONCERNING ACTIVITY PARTICIPATION

Students may not participate in an activity unless they are in school on the day of the activity. Exceptions may be made by the administration. When possible, arrangements for possible exceptions should be made in advance of the student being gone. A school sponsored activity is an exception. Other exceptions may be made by the principal for medical reasons if arrangements are made in advance of the student being gone. Non-participating students will not be excused from school on an individual basis except when permission is given by the parent/guardian. These absences will count toward their six allowed. General school dismissal shall be permitted in instances decided upon by the Superintendent.

MAKE-UP WORK

It is the responsibility of the student to make up work that he/she missed. Each time a student is absent the following steps need to be followed:

1. Contact the teacher for the assignment.
2. Complete assigned work and hand it in to the teacher by the required completion date. If the work is satisfactory, the teacher will record the grade for the make-up work.
3. A student will have twice the amount of time missed to make up their work.

ACADEMIC HONESTY

Academic Honesty is simply doing your own work. At South Platte Public Schools, we expect the students to do their own work unless the teachers assign group projects or cooperative learning activities. Cheating and plagiarism will not be tolerated and students will have appropriate consequences to any cheating or plagiarism incidents that are observed by the teacher.

Cheating - Cheating involves submitting work in a written assignment or exam that is not your own. Cheating includes:

- copying someone else's work.
- allowing someone else to copy your work.
- having someone else complete your work for you.
- using unauthorized material to help you complete your work.

If a teacher detects cheating on a written assignment or exam, the instructor may recommend - depending on the severity of the cheating:

- that you receive a reduced grade for the written assignment or exam.
- no credit for the written assignment or exam.
- reduced grade for the entire course.

Plagiarism - Plagiarism is a special kind of cheating in which you basically steal someone else's work and present it as your own. If you use the ideas, words, or statements of another person or source to support your ideas, you must always give credit to the person or source.

If a course instructor detects plagiarism in a written assignment or exam, the instructor may recommend - depending on the severity of the plagiarism - that you receive:

- a reduced grade for the written assignment or exam.
- no credit for the written assignment or exam.
- a reduced grade for the entire course.

If a student is caught cheating or plagiarizing, then the teacher will meet with the student and discuss the incident. The teacher will then inform the parents and the administration of the incident and then determine the appropriate consequences for the academic dishonesty. National Honor Society or Honor Club sponsors will also be notified of the incident if the student is a member of the organization and further consequences may be imposed upon the honor student. If the student is nominated for the honor organization, then the sponsors will be informed of the incident, the nature of the academic dishonesty, and when the incident occurred.

ADDRESS CHANGE

If you move or change your telephone number during the course of the year, notify the office promptly so the records can be properly adjusted.

CELL PHONES

All students need to be responsible users of technology. The school firmly believes in protecting instructional time in classrooms; therefore, cell phones should not be seen, heard, or used during the instructional time allotted for each of the eight periods throughout the day. This applies to anywhere on campus, including classrooms, hallways, restrooms, main office, media center, etc. during any scheduled instructional period. Students may have a need to use their phones throughout the day, thus students are permitted to use phones before and after school, during their scheduled lunch and during passing periods.

To maintain the expected learning environment in the classroom, students who violate the cell phone policy will be subject to disciplinary actions.

The administration supports teachers' discretion as to when the problem has reached a level warranting intervention.

The following consequences can be utilized to solve the problem:

1. Parent contact
2. Checking in cell phone
3. Confiscation of cell phone until parent/guardian picks-up
4. Detentions
5. After hours as a part of being a responsible user of technology, students should not use their phones to bully, intimidate, or harass. Violators will be subject to disciplinary actions according to policies on bullying and harassment.

CLOSED CAMPUS

Students are not permitted to leave the school grounds during school hours unless permission is granted by an administrator. Permission to eat at home may be granted if parents request and if student lives close enough so that he/she can walk in the allotted time.

COMPUTER INTERNET SAFETY AND ACCEPTABLE USE POLICY

A. Internet Safety Policy

It is the policy of South Platte School to comply with the Children's Internet Protection Act (CIPA). With respect to the District's computer network, the District shall: (a) prevent user access to, or transmission of, inappropriate material via Internet, electronic mail, or other forms of direct electronic communications; (b) provide for the safety and security of minors when using electronic mail, chat rooms, and other forms of direct electronic communications; (c) prevent unauthorized access, including so-called "hacking," and other unlawful activities online; (d) prevent unauthorized online disclosure, use, or dissemination of personal identification information of minors; and (e) implement measures designed to restrict minors' access to materials (visual or non-visual) that are harmful to minors.

1. **Definitions.** Key terms are as defined in CIPA. "Inappropriate material" for purposes of this policy includes material that is obscene, child pornography, or harmful to minors. The term "harmful to minors" means any picture, image, graphic image file, or other visual depiction that: (1) taken as a whole and with respect to minors, appeals to a prurient interest in nudity, sex, or excretion; (2) depicts, describes, or represents, in a patently offensive way with respect to what is suitable for minors, an actual or simulated sexual act or sexual contact, actual or simulated normal or perverted sexual acts, or a lewd exhibition of the genitals; and (3) taken as a whole, lacks serious literary, artistic, political, or scientific value as to minors.
2. **Access to Inappropriate Material.** To the extent practical, technology protection measures (or "Internet filters") shall be used to block or filter Internet, or other forms of electronic communications, access to inappropriate information. Specifically, as required by the CIPA, blocking shall be applied to visual depictions of material deemed obscene or child pornography, or to any material deemed harmful to minors. Subject to staff supervision, technology protection measures may be disabled or, in the case of minors, minimized only for bona fide research or other lawful purposes.
3. **Inappropriate Network Usage.** To the extent practical, steps shall be taken to promote the safety and security of users of the District's online computer network when using electronic mail, chat rooms, instant messaging, and other forms of

direct electronic communications. Specifically, as required by CIPA, prevention of inappropriate network usage includes: (a) unauthorized access, including so-called 'hacking,' and other unlawful activities; and (b) unauthorized disclosure, use, and dissemination of personal identification information regarding minors.

4. Supervision and Monitoring. It shall be the responsibility of all members of the district staff to supervise and monitor usage of the online computer network and access to the Internet in accordance with this policy and CIPA. Procedures for the disabling or otherwise modifying any technology protection measures shall be the responsibility of the Superintendent and the Superintendent's designees.
5. Social Networking. Students shall be educated about appropriate online behavior, including interacting with others on social networking websites and in chat rooms, and cyberbullying awareness and response.
6. Adoption. This Internet Safety Policy was adopted by the Board at a public meeting, following normal public notice.

B. Computer Acceptable Use Policy

This computer acceptable use policy is supplemental to the District's Internet Safety Policy.

1. Technology Subject to this Policy. This Computer Acceptable Use Policy applies to all technology resources of the District or made available by the District. Technology resources include, without limitation, computers and related technology equipment, all forms of e-mail and electronic communications, and the internet.
2. Access and User Agreements. Use of the District technology resources is a privilege and not a right. The Superintendent or designee shall develop appropriate user agreements and shall require that employees, students (and their parents or guardians), and others to sign such user agreements as a condition of access to the technology resources, as the Superintendent determines appropriate. Parents and guardians of students in programs operated by the District shall inform the Superintendent or designee in writing if they do not want their child to have access. The Superintendent and designees are authorized and directed to establish and implement such other regulations, forms, procedures, guidelines, and standards to implement this policy. The technology resources are not a public forum. The District reserves the right to restrict any communications and to remove communications that have been posted.
3. Acceptable Uses. The technology resources are to be used for the limited purpose of advancing the District's mission. The technology resources are to be used, in general, for educational purposes, meaning activities that are integral, immediate, and proximate to the education of students as defined in the E-rate program regulations.
4. Unacceptable Uses.

The following are unacceptable uses of the technology resources:

- a. Personal Gain: Technology resources shall not be used, and no person shall authorize its use, for personal financial gain other than in accordance with prescribed constitutional, statutory, and regulatory procedures, other than compensation provided by law.
- b. Personal Matters: Technology resources shall not be used, and no person shall authorize its use, for personal matters.

Occasional use that the Superintendent or designee determines to ultimately facilitate the mission of the District is not prohibited by this provision. Examples of occasional use that may be determined to ultimately facilitate the mission of the District: sending an e-mail to a minor child or spouse; sending an e-mail related to a community group in which an employee is a member where the membership in the community group facilitates the District's mission.

This occasional use exception does not permit use by employees contrary to the expectations of their position. For example, employees may not play games or surf the net for purposes not directly related to their job during duty time; nor may students do so during instructional time.

The occasional use exception also does not permit use of the technology resources for private business, such as searching for or ordering items on the internet for non-school use; or sending an e-mail related to one's own private consulting business.

- c. Campaigning: Technology resources shall not be used, and no person shall authorize its use, for the purpose of campaigning for or against the nomination or election of a candidate or the qualification, passage, or defeat of a ballot question.
- d. Technology-Related Limitations: Technology resources shall not be used in any manner which impairs its effective operations or the rights of other technology users. Without limitation,

1. Users shall not use another person's name, log-on, password, or files for any reason, or allow another to use their password (except for authorized staff members).
 2. Users shall not erase, remake, or make unusable another person's computer, information, files, programs or disks.
 3. Users shall not access resources not specifically granted to the user or engage in electronic trespassing.
 4. Users shall not engage in "hacking" to gain unauthorized access to the operating system software or unauthorized access to the system of other users.
 5. Users shall not copy, change, or transfer any software without permission from the network administrators.
 6. Users shall not write, produce, generate, copy, propagate, or attempt to introduce any computer code designed to self-replicate, damage, or otherwise hinder the performance of any computer's memory, file system, or software. Such software is often called a bug, virus, worm, Trojan horse, or similar name.
 7. Users shall not engage in any form of vandalism of the technology resources.
 8. Users shall follow the generally accepted rules of network etiquette. The Superintendent or designees may further define such rules.
- e. Other Policies and Laws: Technology resources shall not be used for any purpose contrary to any District policy, any school rules to which a student user is subject, or any applicable law. Without limitation, this means that technology resources may not be used:
1. To access any material contrary to the Internet Safety Policy; or to create or generate any such material.
 2. To engage in unlawful harassment or discrimination, such as sending e-mails that contain sexual jokes or images.
 3. To engage in violations of employee ethical standards and employee standards of performance, such as sending e-mails that are threatening or offensive or which contain abusive language; use of end messages on e-mails that may imply that the District is supportive of a particular religion or religious belief system, a political candidate or issue, or a controversial issue; or sending emails that divulge protected confidential student information to unauthorized persons.
 4. To engage in or promote violations of student conduct rules.
 5. To engage in illegal activity, such as gambling.
 6. In a manner contrary to copyright laws.
 7. In a manner contrary to software licenses.
5. Disclaimer. The technology resources are supplied on an "as is, as available" basis. The District does not imply or expressly warrant that any information accessed will be valuable or fit for a particular purpose or that the system will operate error free. The District is not responsible for the integrity of information accessed, or software downloaded from the Internet.
6. Filter. A technology protection measure is in place that blocks and/or filters access to prevent access to Internet sites that are not in accordance with policies and regulations in addition to blocks and/or filters, the District may also use other technology protection measures or procedures as deemed appropriate.

Notwithstanding technology protection measures, some inappropriate material may be accessible by the Internet, including material that is illegal, defamatory, inaccurate, or potentially offensive to some people. Users accept the risk of access to such material and responsibility for promptly exiting any such material.

The technology protection measure that blocks and/or filters Internet access may be disabled only by an authorized staff member for bona fide research or educational purposes: (a) who has successfully completed District training on proper disabling circumstances and procedures, (b) with permission of the immediate supervisor of the staff member requesting said disabling, or (c) with the permission of the Superintendent. An authorized staff member may override the technology protection measure that blocks and/or filters Internet access for a minor to access a site for bona fide research or other lawful purposes provided the minor is monitored directly by an authorized staff member.

7. Monitoring. Use of the technology resources, including but not limited to internet sites visited and e-mail transmitted or received, is subject to monitoring by the administration and network administrators at any time to maintain the system and insure that users are using the system responsibly, without notice to the users. Users have no privacy rights or expectations of privacy with regard to use of the District's computers or Internet system. All technology equipment shall be used under the supervision of the Superintendent and the Superintendent's designees.
8. Sanctions. Violation of the policies and procedures concerning the use of the District technology resources may result in suspension or cancellation of the privilege to use the technology resources and disciplinary action, up to and including expulsion of students and termination of employees. Use that is unethical may be reported to the Commissioner of

Education. Use that is unlawful may be reported to the law enforcement authorities. Users shall be responsible for damages caused and injuries sustained by improper or non-permitted use.

CONSEQUENCES FOR ELECTRONIC DEVICE MISUSE

These consequences are general guidelines to be followed and each incident will be evaluated independently.

1. Unattended iPad/Electronic Device – Student will pay a \$1.00 administrator finder fee to get it back.
2. Forgotten iPad/Electronic Device – If a student forgets their iPad/electronic device, a loaner will be provided one time per quarter.
3. No games – No games are allowed unless individual classroom permission is given. Teacher may confiscate the iPad/Electronic Device for the remainder of their class.
*Violations of school policy and rules may result in: loss of computer privileges; short-term suspension; long-term suspension or expulsion in accordance with the Nebraska Student Discipline Act; other discipline as school administration and the school board deem appropriate.

Loss of iPad/Electronic Device Privileges:

1st Offense – 3 days

2nd Offense – 6-10 days

3rd Offense – To the end of the semester and possibly end of school year.

Includes but not limited to: Inappropriate-Unauthorized apps or device usage; inappropriate music (administrative discretion); inappropriate voice recording; abuse of iPad/electronic device and accessories.

Inappropriate pictures or internet sites will be handled on individual basis. All Student Handbook procedures will apply.

CONCUSSIONS

Any student who has suffered a confirmed concussion will be removed from play and will be held out of physical participation in contests, practices, physical education, and recess. The student will not be permitted to return to participation until evaluated by an appropriate licensed health care professional and a written and signed clearance form (RTP-Return to Play) is provided by the health care provider and parent. The school will provide concussion educational training to all coaches and staff and provide concussion information to the students and parents. South Platte will provide the training for parents at the annual "Parent Meeting" and "Back to School Night." If a parent is unable to attend this meeting or additional information is desired it can be obtained from numerous internet sites or contact the administrator. It is very important that communication between the school, student and parents be held to provide a safe environment for our students.

A Concussion Management Team (CMT) shall be formed and consist of Administration and staff members. Return to Learn Protocol will be as follows:

1. Concussion occurs; family is notified of possible concussion.
2. Encourage parent to obtain medical confirmation of concussion from a licensed health care provider.
3. Parent signs Release of Information form allowing the school to be notified of concussion by the health care provider and for information sharing.
4. CMT Contact person notified of concussion by parent, coach, athletic trainer or health care provider.
5. CMT Contact person informs appropriate school personnel of concussed student and specifies general accommodations from health care provider, if available.
6. CMT implements a gradual Return to Learn Protocol based on the individual needs of the student.
7. CMT documents physical, cognitive, behavioral and emotional symptoms of concussed student and assesses the student's needs based on symptoms.
8. CMT designs individual academic adjustments/accommodation plan with school staff, works with SAT process to coordinate adjustments during recovery, and reviews with student and family.
9. CMT-Teachers monitor the effectiveness of adjustments, accommodations, and symptoms of concussion and report progress/recovery data results to CMT contact person.
10. CMT makes adjustments and readjustments to individual plan until student no longer has special needs in the classroom resulting from the concussion.
11. CMT and family agree student is symptom free and function is "back to baseline" in classroom.

12. Student returns to classroom full-time with no adjustments or accommodations.
- 13 Parent/guardians deliver medical clearance from healthcare provider to the CMT and parent provides written permission for the Return to Play Progression to begin.
14. Student begins Return to Play Progression after a successful Return to Learn.
15. CMT ensures that the concussion date and adjustments for Return to Learn are documented in the student's file

CONFIDENTIALITY OF PUPIL RECORDS

Pupil records, grades, test results, ratings, etc. will be forwarded to schools, colleges, universities, prospective employers, scholarship agencies and/or any other party only upon receiving written request or permission from parents or pupils. Parents must sign the permit slip if the child is under 18 years of age. After age 18, the file of disciplinary material shall be removed and destroyed upon the pupil's graduation or after continuous absence from school for a period of three (3) years.

COUNSELING

The guidance program is created to develop the following in individual students:

1. Ability to select right over wrong.
2. Develop constructive human relationships.
3. A better understanding of students' strengths and weaknesses.
4. To provide experiences within the school situation which offer assistance in selecting, planning and utilizing opportunities in school and the labor market.

Counseling services are provided to assist students with individual personal problems in a confidential way, to provide information and aid in procuring scholarships and financial aids and higher education placement.

DANCES

All dances must be approved by the principal. When an organization wishes to host a dance, the sponsor should see the principal two weeks in advance of the desired date.

Rules:

1. Attendance at "school dances" will include only eligible students enrolled in school at South Platte High School and their dates.
2. All out-of-school dates must be approved by the administration at least 24 hours prior to the dance. As a general rule, eligible students and their parents are responsible for the selection of dates.
3. Students must check in when they come to the dance and must check out if they leave. After checking out of the dance, they are not to be admitted again.
4. Jr. High students are not invited to High School dances.
5. Jr. High dances are open to South Platte Jr. High students ONLY and will be from 7:30 to 10:30.

School parties on Monday through Thursday will terminate by 10:00. On Friday and Saturday nights, they shall terminate by 12:00 including Homecoming and the Junior-Senior Prom. No party or dance will be held the night before an athletic contest.

HOMECOMING, PROM AND OTHER ROYALTY ELIGIBILITY

In order for a student to be eligible for Homecoming and Prom royalty, the student must:

1. Be participating in or have completed participation in at least 1 extra-curricular activity during the current school year. For Homecoming - completed participation the previous semester will count. Participation eligibility requirements for other dance/royalty will be determined by the sponsors of the group hosting the dance and approved by the administration.
2. Be academically eligible.
3. Not have been disciplined for or convicted of violating any of the Activity Handbook policies on alcohol, tobacco, electronic smoking device, dangerous & controlled drugs and criminal behavior during the current school year.
4. Have attended South Platte School for at least one semester.
5. Exception: All freshmen (during 1st semester) are eligible for royalty if #2, #3 and #4 have been met.

DELIVERIES

To eliminate distractions in classroom learning, special deliveries to students, such as flowers, balloons, food, treats, etc. must be delivered to the offices only. Distribution to the individual students will be at the end of that school day. Other arrangements must be approved by the building principal prior to delivery.

DRESS CODE

Students must come to school dressed in clean, neat, and appropriate clothing to conform to educational standards. Believing that a well-groomed student body has a positive effect on the attitudes and accomplishments of the individual. Exceptions may be made for special occasions or staff exceptions when approved by administration.

Students are prohibited from wearing the following attire:

1. Clothing displaying indecent, suggestive or profane writing, pictures or slogans
2. Clothing that advertises or displays alcohol, tobacco or any illegal substance
3. Caps, hats and bandannas during the school day or at school-sponsored events
4. Bare feet (some type of footwear must be worn)
5. Short-shorts or biker shorts
6. Hairstyles which distract from the learning process or the health and safety for either the student or others
7. Any clothing that could cause damage to others or school property
8. Shirts, blouses, or other clothing worn unbuttoned, unzipped, or otherwise purposely unfastened
9. Costumes and/or those clothes intended only for leisure, entertaining or special occasions
10. Bare "midriff" (belly button) styles, see-through and low cut blouses, halters, tank tops or thin-strapped tops (spaghetti straps)
11. Pants and shorts worn below the waist so as to expose undergarments
12. Coats during school hours unless the student has permission from a faculty member
13. Clothing with tears or holes that expose underclothes

Students who violate dress code guidelines will be required to correct the violation by changing into something appropriate at school or returning home to change. A detention or suspension may be given to make up the time away from school. Students will also receive zeros for any class time they miss while correcting the violation. Repeated dress code violations may result in more severe consequences.

FIREARMS AND OTHER DANGEROUS WEAPONS

No firearms, bows and arrow, cross bows, knives, or other dangerous weapons will be allowed in the school building. Students in possession of firearms or other dangerous weapons may be subjected to statutes on student's discipline contained in LB1250. Please refer to the student discipline section in this handbook.

FIRE DRILLS

1. Fire drills are required each month.
2. Use the exit nearest you.
3. Walk at all times.
4. Do not get your jackets or equipment.
5. Clear the building by instructions given to you.
6. Your class instructors will indicate any change in fire drill instructions.

FOOD

Food or drinks in the classroom is by teacher permission only. Efforts should be made to keep from getting food and drink on the floors, desks, etc. If food or drink is spilled, please notify a custodian IMMEDIATELY.

GENERAL INFORMATION - SCHOOL DAY

The school day is scheduled from 8:00 am to 3:30 pm for elementary; 8:00 am to 3:36 pm for the Jr. and Sr. High School. Students should not remain in the building after 4:00 pm unless supervised. Students involved in High School athletic

practices are to report to practice at 3:40 and can expect to be dismissed in time to be out of the building by 6:00 pm. Jr. High and High School students entering the school building after 8:00 am are to report to sign the check-in sheet in the High School office.

Class schedule changes - two days are allowed for class schedule changes at the beginning of each semester.

Schedule: Daily Classroom and Bus Schedule

Bus Leaves Ogallala/Lodgepole	7:10am	
Bus Leaves Brule/Chappell	7:30am	
Building Opens	7:45am	
Tardy Bell	8:00am	
	High School	Elementary
Period 1	8:00-8:50	
Period 2	8:52-9:42	Classes 8:00-11:30am
Period 3	9:44-10:34	
Period 4	10:36-11:26	
Period 5A/Lunch A	11:28-12:18/11:26-11:56	Elementary Lunch: 11:30-12:00
Period 5B/Lunch B	11:56-12:46/12:18-12:48	Recess: 12:00-12:30
Period 6	12:50-1:40	
Period 7	1:42-2:32	Classes: 12:30-3:30
Period 8	2:34-3:36	
Dismissal	3:36pm	3:30pm
Bus Departs for Brule/Chappell	3:45pm	
Bus Departs from Brule/Chappell for Ogallala/Lodgepole	4:00pm	

HALL PASSES

Unless a whole group is to be released and supervised by the classroom teacher, no more than two students will be allowed out of a classroom at one time. Remember to have all the materials needed for a class or activity with you. A teacher will not release you to obtain pencils, books, paper, etc., once you are in the classroom.

ILLNESS AND MEDICATION

Students who become ill or injured at school will be sent home or parents will be asked to pick them up. Students showing symptoms of any contagious disease may be sent home. School officials may require a physician's statement before allowing such students to return to school. Students who become ill at school MUST check out with the building principal before being allowed to leave. Prescribed medications must be in original labeled container with appropriate paperwork filled out and on file with the designated medication dispenser. Please visit either office for these forms or for questions regarding medications. Please do not ask school personnel for any medications, including Tylenol, unless medication permission form is on file.

K-6 STUDENT WORKROOM

From time to time it may be necessary for students to work quietly alone. We have a "quiet student workroom" available for students that need time to work alone and ready themselves to re-enter the classroom.

LEAVING SCHOOL DURING SCHOOL HOURS

Permission to leave the school grounds during school hours must be approved by the principal and the teacher of the class from which you are being excused. Students are to use the checkout sheet in the High School office prior to leaving and upon return. NO STUDENT MAY LEAVE THE BUILDING AT ANY TIME WHILE SCHOOL IS IN SESSION WITHOUT PERMISSION FROM THE PRINCIPAL OR THEIR DESIGNATE.

LIBRARY

The library is a place for research and reading. The library is open from 7:50 am to 4:30 pm. It is not necessary to check out books used exclusively in the library. Each book to be used outside the library is to be checked out at the desk.

Special reference books may not be checked out. Books are generally circulated for two-week periods. Fines for overdue books may be assessed. Books placed on reserve can be checked out for "only" one period or overnight.

LOCKERS

Jr. High and High School students are assigned a locker at the beginning of the year. You are not to change lockers with anyone. All lockers have magnets on the front of their doors, and must be returned to the office at check out. Anything placed on the lockers needs to be hung from these, not taped, glued, etc. Students are not to stick any permanent decals or mark on the lockers. Lockers are the property of the school district and may be inspected by school authorities at any time. Lockers are assigned to students as a means for students to keep possessions in an orderly manner. Lockers will be kept closed, clean and orderly. Students are expected to keep the locker assignment for the school year. If there is a problem with the locker assignment, contact the principal. Students may check out combination locks for their lockers from the school for a small charge. The purpose of these locks is to provide protection for your valuables. Sharing combinations with other students can only cause problems. Students must turn in their assigned locks at the end of the school year for a refund. If a student chooses to provide their own lock, an extra key or the combination must be provided to the office.

VALUABLES

The school will not be responsible for money or other valuables brought to school. Students should keep these locked up in lockers or on their person at all times.

LOST AND FOUND

Lost and found articles should be reported to the principal's office promptly. All found articles are kept a maximum of 30 days. After 30 days articles will be disposed of.

MULTI-CULTURAL EDUCATION

The United States of America is a nation of individuals who have roots throughout the world. It is also a society of many racial, ethnic, language and cultural groups. An appropriate acknowledgement and appreciation of these facts, along with a development of a sense of self-esteem and respect for the dignity and worth of all people are among the goals of education in a free society.

The school should prepare its students to appreciate, support and function in a pluralistic society. Through the perspective of multi-cultural education, educators can recognize and provide for that diversity within the curriculum, instruction, guidance, and staff development components of the school program.

It is the policy of the South Platte Public School system to utilize the resources of curriculum, instruction, in-service, counseling and guidance to reflect the racial, ethnic, language and cultural heritage of both historical and modern day United States of America by observing the following objectives:

1. To select materials and methods that will eliminate bias and stereotype in our schools.
2. To conduct in-service programs for our staff that will help them to understand a multi-cultural approach and to reflect it in their teaching and administrative duties.
3. To encourage all students to grow in self-esteem and to understand and develop their academic and human potential.
4. To guard against the grouping of students that reflects racial, ethnic, language or cultural bias.

NATIONAL HONOR SOCIETY

National Honor Society is an organization sponsored by the National Association of Secondary School Principals. The organization is governed by a constitution and by-laws established by the National organization. Admission to the National Honor Society is by invitation. When students meet the established grade point average of 90%, an invitation is extended for membership in the National Honor Society. Each student must complete and submit a resume to the South Platte National Honor Society. Each year, the principal appoints an advisory committee consisting of five faculty members to review these resumes and evaluate each student in the areas of leadership, character and service. Three of the five members of the advisory committee must vote for the student to become eligible for membership in the South Platte National Honor Society. An installation ceremony is held in February or March of each year for the new members.

NINTH HOUR

Ninth Hour is a time for students to receive nearly individual attention from a certified teacher to help improve classroom grades. Monday through Thursday, 3:40-4:30, a teacher will be in the library to assist students. Students attend 9th Hour through the recommendation of a teacher or through their own choice.

PARENTAL NOTIFICATION

The Nebraska Legislature has passed a bill that may impact on you if you are between the ages of 14 and 18. If you get pregnant, you will not be able to get an abortion without having your parents notified. In the event that you do not wish to have your parents notified, you may appear before a judge and explain why you do not feel your parent(s) should be notified. If you need further information about this law contact the building principal.

PEP RALLIES

Pep Rallies will be set up by the Cheerleaders and their sponsor. The High School Principal must be notified by the cheerleading sponsor at least two days in advance of any Pep Rally. Only in special circumstances will more than one Pep Rally per week be held.

POSTERS

Posters are to keep students informed of various activities and meetings that are happening in and out of school. Students desiring to put up posters or announcements must have them approved by the activity or club sponsor and by the principal's office.

PUBLIC DISPLAY OF AFFECTION

Public displays of affection will not be tolerated on school property or at school activities. Such conduct includes: hugging, kissing, or any other types of affection that would be considered inappropriate or an undue distraction to others.

SCHOOL BREAKFASTS AND LUNCHES

South Platte School participates in the Nebraska School Breakfast & Lunch Programs. All families are highly encouraged to complete an application for free or reduced meals. All students are to pay for their own lunches and school lunches are not to be shared with other students. Students who have not purchased a meal are NOT TO EAT FOOD FROM THE SALAD BAR OR OTHER STUDENTS' TRAYS. The big salad bar is off limits to anyone who purchased the regular meal.

Each student will be issued a permanent lunch I.D. number. Each student will be responsible for knowing their I.D. number and must have a printed or scanned version on their person in the lunch line. When money is paid for lunches, it will be credited to the student's account. As meals are purchased the amount will be deducted from the student's account total. Students will be notified when their account balance gets low, so that more money can be brought.

South Platte School District #95, also known as South Platte Public School, shall have as a maximum \$50 of charged meals before a letter stating conditions to be met or school meals will no longer be available to those involved. The following circumstances will take place once the \$50 maximum is reached:

- 1) A letter will be sent to the parent/guardian stating the charged amount and the date given to reduce the charges. This will generally be one week from the date the letter was mailed.
- 2) If no response is made from the parent/guardian on the date given in the letter, school lunches will no longer be served to the student(s) until the amount is reduced below the \$50 limit.

The South Platte Board of Education may grant exceptions to this policy upon a majority vote of the members of the school Board in extenuating circumstances.

LUNCH PRICES

Lunch Prices for the 2022=2023 school year are:

K-6 th Grades	\$2.65
7 th -12 th Grades	\$3.30

Breakfast Prices for the 2022-2023 year:

\$1.50
\$1.75

Staff	\$3.95	\$2.60
Guests	\$5.00	N/A
Extra Milks	\$.60	\$.60

LUNCH PERIODS

All students are to report to the commons area during their lunch period, even those not eating. Any student bringing a sack lunch must eat it in the cafeteria. High School students are to remain at the lunch tables until 12:35 when they will be dismissed by the duty teacher to go to their assigned area for the remainder of the lunch period. Jr. High students will be dismissed to the playground area after eating. Food is not to be taken out of the cafeteria unless you are at a meeting.

STUDENT FEES

The District's general policy is to provide for free instruction in school in accordance with the Nebraska Constitution. The Board of Education of South Platte School has adopted a student fees policy in accordance with the Public Elementary and Secondary Student Fee Authorization Act. A copy of this policy is available upon request at the administrator's office.

STUDENT COUNCIL – STUCO

The Student Council will be the governing body for the students in our school. This is an opportunity for students to become involved in educational issues and school government. The student council will provide input to help improve our educational system. The group will sponsor a number of activities during the year to promote a positive learning atmosphere for their fellow students. They will help formulate regulations and govern their peers. Students vote on the candidates during class meetings at the beginning of the year.

STUDENT PHYSICALS

The school will not provide and pay for physical exams for students. All seventh grade students and any new students entering from out of state are required by law to have a physical exam by a qualified physician. These appointments and financial arrangements are the responsibility of the student and parent. This must be within six months prior to entering school. Reminder: Appointments should NOT be made during school time.

STUDENT VEHICLES

Driving is prohibited during the school day. Students are to park in the student parking lot and the vehicle is to remain there until the end of the school day. Permission must be obtained from the office to go to your vehicle.

TELEPHONE USE

The office telephone is a business phone and is not for general use. Students will not be called to the phone when in class or at any time except in an emergency. Messages will be taken and delivered during passing of classes. PHONE CALLS SHOULD BE RESTRICTED TO BEFORE SCHOOL BEGINS OR AFTER SCHOOL. If a student needs to use the phone during school hours' permission should be obtained from the office.

TEXTBOOKS

Textbooks represent a sizeable investment on the part of the South Platte School system. Students are responsible for the textbook that is assigned to them for class use. Students can expect to pay for books that have been damaged beyond normal use. The instructor shall determine the amount of the fine to be assessed for damage.

TRANSPORTATION

Students riding in school provided transportation are to keep the vehicle as clean as possible. No seeds or other trash should be put on the floor. Boxes are provided in each bus and each student should deposit all trash in the boxes before he/she leaves the bus. Any student riding the bus to an activity must also ride home on the bus from that activity, unless a parent personally requests in writing that the student ride home with the parent. Under the direction of the driver or activity sponsor, each student may be assigned a seat and held responsible for that seat. Students must be on time.

Outside of ordinary conversation, classroom conduct is to be observed by students. Unbecoming conduct, use of inappropriate language, abusing or casting reflections upon the driver or upon other students, will cause forfeiture of the right to ride the bus.

South Platte Public School provides transportation to and from Brule, Ogallala, Lodgepole and Chappell before and after school for all students. However, the students must obey the rules set forth by the bus drivers. The bus driver or sponsor has the authority to write a student up for any of the bus rules that are disobeyed or repeatedly ignored. Students are to comply promptly, cheerfully, and fully with the driver's requests.

First Offense: The school administrator is notified and a copy of the report is sent home to the parents. The bus driver will explain to the student what he/she did wrong and the proper behavior that is expected on the bus.

Second Offense: The school administrator is notified by the bus driver of the infraction committed by the student. The administrator will notify the parents and a conference between the parents, student, bus driver and administrator will be held. The parents will be informed of the incident and the student will spend one hour after school and be expected to work on an assigned duty.

Third or More Offenses: The school administrator is notified by the bus driver of the infraction committed by the student. The administrator will notify the parents of the incident and the parents will be responsible for providing transportation to and from school for a period of five days his/her child attends school.

VISITORS

Parents and other interested adults are urged to visit the school. People who come into the school to see a student or teacher must stop in the office first. Students and teachers are not called from classes unless in an emergency. Arrangements for student visitations must be made in the principal's office. Students who wish to bring a visitor from another school should have the Principal's approval 24 hours before the visitation. Each student is allowed one visitor per school year. Small children will not be permitted to visit classes unless they are accompanied by an adult.

SECTION TWO: ACADEMIC INFORMATION

GRADUATION REQUIREMENTS

Courses of Study and Requirements for Graduation:

The goal of the school and the community is to provide the best possible educational opportunities for its students. Certain requirements for graduation must be taken by all students. No student will be denied enrollment in any course or activity on the basis of sex. Graduation from high school will be made on the recommendations of the superintendent provided the student has completed 250 semester hours of credit during their high school career.

A student must be enrolled in eight classes each year. Exceptions to this must be approved by the administration or Board of Education. Exceptions to the provision of graduation requirements may be made by the Board of Education upon recommendation of the superintendent. Students not meeting the academic requirements shall not be allowed to participate in graduation ceremonies and shall not receive any awards or recognition of any kind at the graduation ceremony.

Commencement services are held on such date as determined by the school administration. The senior class may recommend the choice of commencement speaker, but the final decision rests with the administration. All senior participants are expected to dress in proper attire and exhibit proper behavior at the commencement ceremony.

Valedictorian/Salutatorian/Honor Students: During commencement exercises all students who have received at least 40 credits in each of the following areas: English, Math, Social Studies and Science with a 90% cumulative grade point average or better will be honored. The top two honor students will be honored as Valedictorian and Salutatorian.

(Note: 160 core credits required by NDE. All we require are considered core)

ENGLISH – 40 credits (10 credits of Senior English and 20 credits of 9th, 10th or 11th Grade English required)

MATH – 30 credits (10 credits of Algebra I or Pre-Algebra or greater and 10 credits of Geometry or Advanced Applied Math-Senior Math or greater required)

SOCIAL STUDIES – 35 credits (10 credits of Government required)

SCIENCE – 30 credits (10 credits of Physical Science and 10 credits of Biology required)

VOCATIONAL EDUCATION – 20 credits (from the following departments: Agriculture, Business, Industrial Education)

FINE ARTS – 20 credits

P.E. & HEALTH – 10 credits

SPEECH – 10 credits

*Students may NOT apply any class to count for two requirement areas: example: A student takes Plant Science. This will not count toward the student's Science and Vocational requirement. It will count EITHER Science OR Vocational credits.

HONOR ROLL AND HONORABLE MENTION ROLL

To qualify for the Honor Roll, a student must maintain an average of 93 – 100%. An average of 90 - 92% must be maintained to qualify for Honorable Mention. All grades will be used for obtaining an average for the Honor Roll and Honorable Mention Roll. Honor Rolls will be completed at the 9-week and semester grading periods.

Grading Scale

A - 93 to 100

B - 85 to 92

C - 77 to 84

D - 70 to 76

F - Below 70

WP - Withdraw Passing

WF - Withdraw Failing

JUNIOR HIGH PROMOTION/RETENTION REQUIREMENTS

It shall be the policy of South Platte Public School to abide by the following guidelines regarding promotion or retention of students in grades 7 and 8: A student must pass the core curriculum classes with a four quarter cumulative average of 70% in each class. The core curriculum classes include: Math, English, Science, and Social Studies. In addition to passing the core classes, the student must also pass 30 credit hours yearly from the applied curriculum classes. This amount is based upon an 8 period day. The applied curriculum classes include all regularly scheduled classes except the core classes. Classes will be credited at the following rates: 9 week classes - 2.5 credits, 12 week classes – 3.3 credits, 18 week (semester) classes - 5.0 credits, and year-long classes - 10.0 credits. Sports will be credited at the following rates: football - 2.5 credits, volleyball - 2.5, basketball - 5 credits, and track 2.5 credits. (All students are required to participate in at least one sport per year, unless excused by a written physician's statement.)

Action at the End of the First and Second 14 Week Grading Period:

1. Should a student be failing 2 or more core or applied classes at the end of the first 14 week grading period, the review committee, the parents or guardians, and the student will meet to discuss the possible consequences.
2. Should the student be failing only 1 core or applied class, a letter will be sent home stating the consequences of this possible failure.

Action at the End of the 2nd Semester Grading Period:

1. Should a student not meet the requirements as set forth in this policy, the administration will meet and make a final recommendation on promotion or retention. Parents will be notified of the decision and options available.

Options:

1. The student may use the standardized achievement test in the core area failed and if they have a score in the 40th percentile or above it may be considered in the recommendation.
2. The student and parents will be advised of possible approved summer school programs available.

PROGRESS/PROMOTION/ACCELERATION/RETENTION

It shall be the policy of South Platte Public School to abide by the following recommended guidelines regarding promotion or retention of students at the elementary level. Prior to implementation of the following procedural timeline for recommending retention, documentation should be evident that at a minimum the following efforts for remediation have been exhausted:

- 1) Increased parental contact regarding the perceived problem
- 2) Program modification for the individual
- 3) Analysis of informal and formal test results
- 4) Referrals through the Student Assistance Team (SAT)

The Light's Retention Scale may be administered and the results used as a guide for teachers in making their recommendations. The results may be shared with the parents/ guardians and other involved staff.

The parent/guardian(s) of all potential candidates shall be advised as soon as possible or at least before the 14th week, that such an action is being considered. Documentation to that effect must be placed in the student's permanent file immediately after the conference.

A follow-up conference will be scheduled with the parent/guardians(s) by March 1st to discuss the recommended action. Those that may provide input or attend the conference are the principal (or his/her designee), the school counselor, the student's teacher(s) and any special personnel (e.g., nurse, special education teacher, speech pathologist, psychologist, etc.) who could provide pertinent information regarding the student.

After considering all pertinent information regarding the potential retention, a final decision will be made by the principal two weeks prior to the ending of the school year and parents will be notified. The retention shall become effective for the following school year.

Special Education students shall not be retained unless special, unique or unusual circumstances exist which would cause a determination or retention to be the only reasonable or practical way to resolve that student's educational placement.

All subject or course evaluation marks issued to the student during the current term shall be taken into consideration prior to any determination or retention. Permanent grade reports in the academic areas of Reading, Math, Social Studies, Science and English should be considered more heavily than non-academic grade reports.

First and second semester grades are permanent. Quarter grades are considered as "status reports" under current policy.

REPORTING TO PARENTS

Report cards and attendance reports shall be mailed or given to the parents of students following the end of the nine-week and semester grading periods. **Progress reports will be mailed or given to the parents of students at the end of the 5-week or 14-week periods.** Parent-Teacher Conferences, grades K-12, will be held each semester. At these times, parents are encouraged to visit the school and talk with the teachers concerning the progress of their children. Parents may make appointments for conferences with teachers, school counselor, or principal. This is usually done by telephoning the elementary office 889-3674 ext. 1 or the high school office 889-3622 ext. 2 to make arrangements. Current grades and attendance records are available for each student on the school's PowerSchool educational online program <https://spk.powerschool.com/public/home.html>. Contact the school for further information.

SECTION 3: STUDENT DISCIPLINE

RULES VIOLATION

In an extreme disciplinary situation, a pupil may be suspended from school by the Administration on the basis of evidence that strongly indicates that the pupil committed the following offenses against school discipline or moral codes or personal conduct while attending school, participation in or attendance at a school sponsored activity:

1. Use or possession of intoxicating liquor.
2. Gambling.
3. Use or possession of drugs.
4. Unlawful sex acts/sexual harassment and bullying.
5. Unsportsmanlike conduct involving visiting school teams or delegation, his/her own school team representatives, or officials of such contests.
6. Fighting.
7. Lewdness.
8. Destruction or theft of school property.
9. Gross disrespect for teachers, school officials and other employees.
10. Continuing behavior that seriously interferes with class work or activities of the school.
11. Use of tobacco and/or electronic smoking device.
 - a) First offense shall be five hours after school.
 - b) Second offense shall be three days suspension with zero grades.
 - c) Third offense shall call for a hearing before the Board.
12. Possession of tobacco and/or electronic smoking device.
 - a) First offense shall be five hours after school.
 - b) Second offense shall be three days suspension with zero grades.
 - c) Third offense shall be three days suspension with zero grades.

The Board of Education may authorize or order the suspension or expulsion from school, according to procedures outlined in LB-503.

IMPROPER CONDUCT BY STUDENTS

The main areas of conduct that may lead to disciplinary action are:

1. Use of violence, force, noise, inappropriate language, coercion, threat, intimidation, fear, insubordination, or other similar conduct in a manner that constitutes an interference with school purposes.
2. False communication, verbal or written, of the presence of a bomb or other explosive device.
3. The willful causing or attempting to cause damage to private or school property.
4. Stealing or attempting to steal private or school property.
5. Causing or attempting to cause physical injury to themselves or others including the throwing of objects or materials which could cause physical injury except where such injury results from an accident, self-defense, or other action undertaken on the reasonable belief that it was necessary to protect some other person.
6. Threatening or intimidating any person for the purpose of, or with the intent of, obtaining money or anything of value from such persons.
7. Knowingly possessing, handling or transmitting any object or material that is ordinarily or generally considered to be a weapon.
8. Engaging in the use of tobacco and/or electronic smoking device or the unlawful selling, use, possession or dispersion of alcoholic beverages, narcotics, drugs or controlled substances are strictly prohibited.
9. "Harassment, intimidation or bullying" meaning any gesture or written, verbal or physical act that is reasonably perceived as being motivated either be any actual or perceived characteristic, such as race, color, religion, ancestry, national origin, gender, sexual orientation, gender identity and expression, or a mental, physical or sensory handicap, or by any other distinguishing characteristic, that takes place on school property, at any school-sponsored function or on a school bus.
10. "Cyber bullying" as defined as any ongoing use of electronic mail, text messaging, social networking websites, or any other form of electronic communication on or off school grounds, with the intention of causing harm or serious emotional distress to students or school personnel.
11. Willfully disobeying any reasonable written or oral request of a school staff member, or the voicing of disrespect to those in authority.

12. 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.
13. 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 a complaint alleging such conduct is filed in a court of competent jurisdiction.
14. A repeated violation of any rules established by the school district or school officials if such violations constitute a substantial interference with school purposes.
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. "Sexting" means generating, sending or receiving, encouraging others to send or receive or showing others, through an electronic device, a text message, photograph, video or other medium that:
 - a) Displays sexual content, including erotic nudity, and display of genitalia, unclothed female breasts, or unclothed buttocks, or any sexually explicit conduct as defined at Neb. Rev. Stat, 28-1463.02; or
 - b) Sexually exploits a person, whether or not such person has given consent to creation or distribution of the message, photograph or video by permitting, allowing, encouraging, disseminating, distributing, or forcing such student or other person to engage in sexually explicit, obscene or pornographic photography, films, or depictions; or,
 - c) Displays a sexually explicit message for sexual gratification, flirtation or provocation, or to request or arrange a sexual encounter.
17. Prohibited Use of Electronic Devices: Students shall not use electronic devices for: (1) activities which disrupt the educational environment; (2) illegal activities in violation of state or federal laws or regulations; (3) unethical activities, such as cheating on assignments or tests; (4) immoral or pornographic activities; (5) activities in violation of Board or school policies and procedures relating to student conduct and harassment; (6) recording others (photographs, videotaping, sound recording, etc.) without direct administrative approval and consent of the person(s) being recorded, other than recording of persons participating in school activities that are open to the public; (7) "sexting", or (8) activities which invade the privacy of others. Such student misuses will be dealt with as serious school violations, and immediate and appropriate disciplinary action will be imposed, including, but not limited to, suspension and expulsion from school.
18. Penalties for Prohibited Use of Electronic Devices: Students who receive a "sexting" message are to report the matter to a school administrator and then delete such message from their electronic device. Students shall not participate in sexting or have any "sexting" message on their devices regardless of when the message was received while on school grounds or at a school activity. Students who violate the prohibitions of this policy shall be subject to the imposition of appropriate disciplinary action, up to the including expulsion, provided that at a minimum the following penalties shall be imposed:
 1. Students found in possession of a "sexting" message shall be subject to a one (1) day suspension from school.
 2. Students who send or encourage another to send a "sexting" message shall be subject to a five (5) day suspension from school.
19. Reporting to Law Enforcement. Violations of this policy regarding the prohibited use of electronic devices that may constitute a violation of federal or state laws and regulations, including, but not limited to, the Nebraska Child Protection Act or the Nebraska Child Pornography Prevention Act shall be reported to appropriate legal authorities and law enforcement.

PROCEDURE FOR HANDLING INCIDENTS INVOLVING STUDENTS AND DRUGS AND/OR ALCOHOL

It is the duty of the Board of Education to provide a safe academic environment. Toward this end the Board prohibits the use, possession or distribution of any drugs and/or alcohol during the school day or at any school sponsored activity. Specific methods and procedures for enforcement are assigned to administration and will be explained in the teacher and student handbooks. Specific methods and procedures for enforcement are shown below. The use of prescription medications is to be construed as an exception to this policy when used by the individual for whom they are prescribed, when used in the manner and amounts prescribed.

PREVENTION

Provisions for instructing students concerning drugs and alcohol are required by law (79-1270). The school curriculum shall include such material and it is the duty of the administration and teachers to see that it is taught.

INTERVENTION

The District believes, that along with parents and other segments of the community, the school has a role to play in helping students to make responsible decisions about the use of alcohol and drugs. The District will participate in programs to provide assistance and support for students affected by drugs, controlled substances and/or alcohol-related involvement.

DISCIPLINE

Procedure for handling incidents in the schools involving the possession, sale and/or use of drugs, barbiturates, marijuana, LSD, glue and alcohol or any other behavior-affecting substances, shall be as follows:

1. Definite assignments shall be given to personnel within the individual school by the Superintendent. Such assignments include:
 - a. The principal shall be responsible for carrying out the policy and it's supporting procedures within the school.
 - b. The principal will serve as the clearing point for records, reports & inquiries relating to the school.
 - c. Staff members will pass concerns to any of the school's administrative staff. Administrative staff members are the principal or superintendent.
2. The names of students involved will not be released.
3. The parents of the involved student shall be contacted.
4. Disciplinary Actions or Procedures:
 - a. The student shall be immediately notified (along with the student's parents) of the charge.
 - b. The student will be given a full written statement of the charge and accompanying suspension.
 - c. Advised of their rights to a review of the validity of the charge in the form of a hearing before the school's Board of education within a reasonable time.

DISCIPLINARY ACTIONS FOR POSSESSION/UNDER THE INFLUENCE, SELLING, GIVING OR EXCHANGING ILLEGAL SUBSTANCES

1. First Offense
 - a. A meeting will be held with the concerned parties, including the student and parents or guardians.
 - b. A student may be suspended for up to 10 school days and may receive 0's in all classes during the suspension period.
 - c. Parents will be provided with information on qualified substance abuse treatment resources and the student may be required to undergo assessment by a qualified substance abuse specialist and submit proof of an assessment by the specialist before being allowed to return to school. The student must agree to fulfill those recommendations made by the substance abuse specialist. The parents or guardians will pay any cost incurred for counseling and/or assessment.
 - d. Failure to comply with the above may result in expulsion hearings being initiated against the student.
 - e. The local law enforcement will be notified.
2. Second Offense (within 3 years of the first offense)
 - a. A meeting will be held with the concerned parties, including the student and parents or guardians.
 - b. Student may be suspended for fifteen (15) school days and may receive 0's in all classes during the suspension period.
 - c. Parents will be provided with information on qualified substance abuse treatment resources and the student may be required to undergo assessment by a qualified substance abuse specialist and submit proof of an assessment by the specialist before being allowed to return to school. The student must agree to fulfill those recommendations made by the substance abuse specialist. The parents or guardians will pay any cost incurred for counseling and/or assessment.
 - d. Failure to comply with the above may result in expulsion hearings being initiated against the student.
 - e. The local law enforcement will be notified.
3. Third Offense (within 3 years of the first offense)
 - a. A meeting will be held with the concerned parties, including the student and parents or guardians.
 - b. Student will be suspended pending expulsion proceedings.
 - c. The local law enforcement will be notified.

DISCIPLINARY PROCEDURES FOR DEALING WITH STUDENTS IN POSSESSION/UNDER INFLUENCE

Students who possess alcohol, tobacco, electronic smoking device, narcotics, other dangerous drugs, drug "look-alikes", or drug-containing paraphernalia on school property or at school sponsored activities will be handled in the following manner:

1. A school staff member who comes in contact with evidence and/or contraband will notify an administrator immediately.
2. A school member who has reasonable suspicion to believe that a student is in possession of alcohol, tobacco, electronic smoking device, narcotics, other drugs, drug "look-alikes", or drug-containing paraphernalia will request that the student accompany them to the principal or designee. If the student refuses, the staff member will notify the principal (designee) immediately.
3. The principal (designee) will attempt to obtain evidence by directly requesting it from the student or through search procedures.
4. The principal (designee) will then place any evidence obtained from the student in an envelope. The envelope will be sealed, dated, and initialed by the individual who originally obtained the evidence and the principal (designee), and then placed in the school safe.
5. The principal (designee) will call the local police department and request that someone from their office pick up the sealed envelope containing the contraband. This material will be handed to the officer personally by the principal or the designee.
6. Upon notification by the appropriate law enforcement agency that the contraband contains narcotics or other dangerous drugs, or if possession of alcohol is involved, the principal (designee) will take the necessary disciplinary action as outlined.

DISCIPLINARY ACTIONS FOR DEALING WITH STUDENTS ENGAGED IN SELLING, GIVING, OR EXCHANGING CHEMICAL SUBSTANCES

Students who are engaged in selling, giving, or exchanging any substances stated herein, on school property or at school sponsored/sanctioned activities, or when being transported on vehicles dispatched by the district, will be handled in the following manner:

1. If an employee is a witness to an act in which alcohol, narcotics, dangerous drugs, drug "look-alikes", or drug-containing paraphernalia is being transferred from one person to another, the employee will immediately attempt to detain the student involved and request that he/she accompany them to the principal (designee). If the student refuses, the employee will notify the principal (designee) immediately.
2. The principal (designee) will attempt to obtain the evidence by directly requesting it from the student or through search procedures as outlined below under "Searches".

PROCEDURES FOR DUE PROCESS ASSURANCE WHEN HANDLING CASES OF DRUG AND ALCOHOL ABUSE

1. A balance between the sustaining of a safe academic environment and the students' right to due process must be maintained.
2. "Reasonableness" is the key. There must be reasonable suspicion that the law or school policy has been violated and, if a search is necessary, it must be reasonable in this scope in light of the age of the student and nature of the infraction.
3. Reasonable suspicion for search could include:
 - a. Eyewitness testimony.
 - b. The student's past record/reputation for drug and alcohol use.
 - c. Information through an informant.
 - d. Independent evidence.
 - e. A combination of the above.
4. Personal Search
 - a. Use only as a last resort.
 - b. A student's personal effects (e.g., purse, book bag, etc.) may be searched whenever a school official has reasonable suspicion to believe that the student is in possession of illegal or unauthorized materials.
 - c. If a pat-down search of a student is conducted it will be conducted in private by a law enforcement official of the same sex.
5. Locker and Desk Searches
 - a. Lockers and desks are school property and remain at all times under the control of the school; however, students are expected to assume full responsibility for the security of their lockers and desks.

- b. Periodic general inspections of lockers and desks may be conducted by an authorized school official for any reason, at any time, without notice, without consent and without a search warrant.
 - c. Searches of desks and lockers for illegal or unauthorized material may be made by an authorized school official if the official has reasonable suspicion to believe such material is contained therein.
6. Automobile Searches
- a. Students and employees are permitted to park on school premises as a matter of privilege not of right.
 - b. The interiors of vehicles on school property may be inspected whenever an authorized school official has reasonable suspicion to believe that illegal or unauthorized materials are contained inside.
 - c. Such inspections may be conducted without notice, consent, or search warrant.
7. Custody of Evidence Options as Follows:
- a. Seized and admitted as evidence in any suspension or expulsion proceeding shall be tagged for identification as to the time it is seized and kept in a secure place by the principal or the principal's designee until it is presented at the hearing.
 - b. Returned to the parent or guardian of the student from whom it was seized.
 - c. Turned over to a law enforcement officer in accordance with the subsection entitled, "Involvement of Law Enforcement Officers".
8. Due process will be given as required by 79-4, 170-4,205.
9. Confidentiality
- a. Confidentiality is a key element in maintaining a caring environment. All policies and regulations which are in force concerning confidentiality of student records apply in this policy.
 - b. When any student is involved in any phase of the chemical dependency program all information must be kept confidential and shared with only those persons identified as requiring such information as set forth in school policy.
 - c. Records of a student's participation in a chemical abuse program for assistance or counseling shall not be made a part of the student's permanent or cumulative records.

INVOLVEMENT OF LAW ENFORCEMENT OFFICERS

Except in cases of extreme danger of life or property, or when notification is not possible through reasonable diligent efforts, the parent/guardian of any student shall be notified prior to requesting the police to conduct a search of the person. In those instances, when notification is not possible prior to requesting police to conduct the search, the student's parents shall be so notified as soon as is reasonably possible thereafter. Upon finding probable cause for a search, the principal or member of the administrative staff, designated in writing by the principal, may request the assistance of a law enforcement officer to:

- 1. Search any area of the school premises, any student or any motor vehicle on the school premises.
 - 2. Identify or dispose of contraband found in the course of a search conducted in accordance with this section.
 - 3. Follow the same procedures for handling evidence and/or contraband as outlined above.
- Where law enforcement officers respond to such a request, no school employees shall assist or otherwise participate in any search.

This regulation must be distributed to all students as part of the annual registration procedure.

REPORTS TO LAW ENFORCEMENT

In the event the principal knows or suspects that a violation of the Nebraska Criminal Code has been violated on school property or off school property at a school function, and when such act consists of any unlawful acts described in 79-4, 180, the principal shall notify the county sheriff or city law enforcement authorities, as appropriate. Before making such a report, the principal shall undertake reasonable efforts to ascertain the truth or falsity of any event upon which the making of a report to law enforcement would be based. Nothing in this section shall be construed to require the reporting of any law violation by the principal except if the criminal act to be reported occurred on the school grounds of the district or during an educational function or event in which the district is involved, but off school grounds.

RELEASE TO PEACE OFFICER

Consistent with any other lawful policy of the district, when a principal or other school official releases a minor student to a sheriff, probation officer, coroner, jailer, marshal, police officer, state highway patrol officer, member of the national guard on active service by direction of the Governor during periods of emergency, or any other person with similar authority to make arrests, 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 such officer. The principal shall inform the parent, guardian, or responsible relative of the place to which the minor is reportedly being taken unless the minor has been taken into custody as a victim of suspected child abuse in which case, the principal or school official shall provide the authority by whom the minor has been taken into custody with the address and telephone number of the minor's parent or guardian or other responsible relative.

FORMS OF SCHOOL DISCIPLINE

DETENTION

A teacher may hold a student after school for disciplinary reasons, tardies, or for make-up work. Students should always report with homework to do. ~~In some cases, detention time shall be spent cleaning and working at assigned tasks for the school.~~ Detention after school supersedes all athletics and activities the student may participate in. It will be the parents' responsibility for transportation required.

DISMISSAL FROM CLASS

A student dismissed from class by a teacher will be sent to the administrative office. First dismissal punishment will be that as deemed proper to the severity of the disruption. Generally, a second dismissal from class will result in a conference between the student, parents and instructor. Further dismissal may result in in-school suspension, out-of-school suspension, or being dropped from the class with loss of credit for that semester.

SHORT TERM SUSPENSION REPORTING

Reports of rule violations and or improper conduct are encouraged. Reports may be made to any staff member, counselor or the administration.

A school employee, student or volunteer who has witnessed, or has reliable information that a student has been subject to, harassment, intimidation or bullying shall report the incident to the school administrator by the school district's policy.

A. INFORMAL CONFERENCE

Before deciding whether a student should be subjected to a short-term suspension, the Principal shall hold an informal conference with the student, at which the student shall be confronted with the charges, and be provided with an explanation of the charge or charges if requested. The student shall also be provided an opportunity to present his or her version of the facts relating to the charge. The Principal will decide whether the charges against the student are substantially true and whether suspension is necessary; (1) to help any student, (2) to further school purposes, or (3) to prevent an interference with school purposes. If the Principal decides that the student engaged in the conduct as charged, the Principal will impose the appropriate disciplinary action.

B. DEVELOPMENT OF GUIDELINES

It shall be the policy of the District to direct the Superintendent to develop and adopt guidelines to be used in determining whether and to what extent a student who is suspended pursuant to this policy may be given an opportunity to complete any class work, including but not limited to examinations missed during the period of suspension. The Superintendent shall take into consideration such things as, but not limited to, what impact the lack of opportunity to complete class work and examinations would have on the student's ability to timely graduate, obtain full credit in any course, and whether the disciplinary action would unduly diminish or exaggerate the seriousness of the offense or cause any other educational relevant outcome. Such guidelines as the Superintendent may develop shall be provided to the student and parent or guardian at or prior to the time of suspension.

C. WRITTEN NOTICE

When a student is suspended, the Principal shall have a meeting with, contact via telephone or 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 reason for the suspension. The Principal shall provide the student and the student's parent or guardian with the school district's guidelines regarding the student's opportunity to complete any class work missed during the period of suspension. The Principal shall make a reasonable effort to hold a conference with the student's parent or guardian before or at the time the student returns to school.

IMMEDIATE REMOVAL BY THE PRINCIPAL

The Principal may suspend a student immediately, regardless of the fact that a hearing was requested within five days of notice of expulsion or long-term suspension by the school, if the Principal determines that such immediate suspension is necessary to prevent or substantially reduce the risk of; (a) interference with an educational function or school purpose, or (b) personal injury to the student, other students, school employees, or school volunteers. Although the preferable practice is that the Principal make such determination in writing, nothing in this policy shall so require. If no hearing is requested, the immediate suspension will continue until the date the long term suspension, expulsion, or mandatory reassignment take effect. If a hearing is requested, the suspension will continue until the date the hearing examiner files the report of his or her findings with the Superintendent, if the principal has made a determination as above described.

LONG TERM SUSPENSION, EXPULSION, AND MANDATORY REASSIGNMENT

A. WRITTEN CHARGE AND WRITTEN NOTICE

If, after the initial conference between the Principal and the student, the Principal decides that long-term suspension, expulsion or mandatory reassignment is appropriate, on the date of that decision, the Principal shall file a written charge and a summary of the evidence supporting the charge with the Superintendent. Within two days of the decision, the School shall send written notice by Registered Mail or Certified Mail to the student and the student's parent or guardian informing them of their rights under the Student Discipline Act. The written notice shall include the rule or standard of conduct with which the student is charged of violating, a summary of the evidence to be presented against the student, and both the penalty which the Principal has recommended in the charge and any other penalty to which the student may be subjected. The written notice shall inform the student and the student's parent or guardian that they are entitled to a hearing, upon request, before long-term suspension, expulsion, or mandatory reassignment for disciplinary purposes can be invoked. Written notice shall also contain a description of the hearing procedures provided by the Student Discipline Act and the procedures for appealing any decision rendered at such a hearing. The written notice shall also inform the student and the student's parent or guardian that the Principal, the Legal Counsel for the school, the student, the student's parent, or the student's representative or guardian shall have the right to examine the student's academic and disciplinary records and any affidavits to be used at the hearing, any written statement pertaining to the matter if the school has such statements, and to know the identity of the witnesses which will appear at the hearing and the substance of anticipated testimony from such witnesses. Finally, the written notice shall include a form on which the student, or the student's parent or guardian may request a hearing.

B. HEARING PROCEDURES FOR HEARINGS REQUESTED WITHIN 5 DAYS

(1) Scheduling of the Hearing

If the student or the student's parent or guardian requests a hearing within 5 days after receipt of the written notice, the Superintendent shall appoint a hearing examiner who shall, within 2 days after being appointed, give written notice to the Principal, the student, and the student's parent or guardian of the time and place of the hearing. The hearing shall be scheduled within 5 days after it is requested, but it may be postponed by the Hearing Examiner for good cause. Unless all the parties consent in writing, no hearing shall be held upon less than 2 school days actual notice to the Principal, the student and the student's parent or guardian.

(2) Single Hearing for Multiple Students

When more than one student is charged with violating the same rule and they are charged with acting in concert and if the facts appear to the hearing examiner to be substantially the same, a single hearing may be held for such students as a group, if the hearing examiner believes that a single hearing will not prejudice any of the students. If during the pendency of the hearing, the examiner finds that a student will be substantially prejudiced by a group hearing, the hearing examiner may order a separate hearing for that student.

(3) Hearing Procedures

During the hearing, the student and the student's parent or guardian will have the opportunity to present the student's side of the case and to call and question witnesses. No long term suspension, expulsion, or mandatory reassignment hearing will be held unless it is attended by the hearing examiner, the student, the student's parent or guardian, the student's representative, if any, and legal counsel as defined in 79-4, 187 R.R.S. 1943, if the Hearing Examiner or Superintendent deems it advisable. Witnesses shall be present only while they are giving testimony. The Hearing Examiner may exclude the student at times when the student's psychological evaluation or emotional problems are being discussed and may exclude anyone from the hearing when his or her actions substantially disrupt an orderly hearing. The student may speak in his or her own defense and may be questioned on his or her testimony, but he or she may choose not to testify and in such case, shall not be threatened with punishment or be later punished for refusal to

testify. During the hearing, the Principal shall present to the hearing examiner the student's records, and statements, in affidavit form, of any person having information about the student's conduct. However, such records and statements will not be accepted by the hearing examiner unless they had been made available to the student or the student's parent, guardian or representative prior to the hearing. Nothing in this section shall be deemed to supplant any other procedures required by law or Board policy. Such explanation and interpretation as desired by the hearing examiner pertaining to student records shall be made prior to or at the hearing by appropriate school personnel.

(4) Long Term Suspension, Expulsion, Mandatory Reassignment

The hearing examiner shall make reasonable efforts to compel the attendance of any witness requested by the student, his or her parent, guardian or representative. The hearing examiner may invoke the subpoena procedures of the District and shall in his or her sole discretion issue a subpoena in the name of the Board of Education upon reasonable advance request in writing by the student, parent, guardian or representative seeking the assistance of the hearing examiner in obtaining the attendance of a witness or witnesses.

(5) Hearing examiner's Report and Superintendent's Determination

After the hearing is concluded, the hearing examiner shall within a reasonable time prepare a report of his or her findings with a recommendation of the action to be taken and the reasons for the recommendations of that particular action. The hearing examiner's recommendation may range from no action, through the entire field of counseling, to long term suspension, expulsion, or mandatory reassignment. The Superintendent shall review the examiner's report and may change, revoke, or impose the sanction recommended by the hearing examiner as long as the Superintendent does not impose a sanction more severe than that recommended by the hearing examiner. Written notice of the findings and recommendations of the hearing examiner and the determination of the Superintendent shall be made by Certified or Registered mail or by personal delivery to the student or the student's parent or guardian. Upon receipt of such written notice, the determination of the Superintendent shall take effect immediately.

(6) Appeal of the Superintendent's Determination

The student or the student's parent or guardian may appeal the superintendent's determination to the School Board or the Board of Education by a written request filed with the Secretary of the Board or with the Superintendent within 7 days of their receipt of the written notice of the Superintendent's determination. If such a hearing is requested, it will be held within a period of 10 school days after such a request unless the time for hearing is changed by mutual agreement of the student and Superintendent. The appeal hearing may be held before a committee of the School Board or Board of Education as long as at least three members are present. After examining the record, and if necessary, taking new evidence, the deliberating body may alter the Superintendent disposition of the case if it finds the decision to be too severe, but may not impose a more severe sanction. If the appeal is heard by a committee of the Board as prescribed by 79-4, 199 R.R.S., such committee shall make a recommendation to the Board of Education which shall, at its first regular meeting following the hearing before the committee, consider the committee's recommendation and take such action as the Board may elect, as provided. However, that action may not impose a more severe sanction than that recommended by the Superintendent. Nothing in this policy shall be construed to require a committee of the Board of Education to receive any new evidence unless the failure to do so would in the judgment of the Board or the committee as applicable cause substantial unfairness in the proceedings. Final action of the Board shall be evidenced by personally delivering or mailing by Certified Mail a copy of the deliberating body's decision to the student and the student's parent or guardian.

C. HEARING PROCEDURES FOR HEARING REQUESTED AFTER 5 DAYS BUT WITHIN 30 DAYS

If the student or the student's parent or guardian requests a hearing more than 5 school days but not more than 30 calendar days following actual receipt of written notice, the hearing shall be held, but the imposed punishment shall continue in effect pending final determination, subject to the exceptions provided in the immediately following subsection.

SUSPENSION OF THE ENFORCEMENT OF EXPULSION

Once a student has been expelled, the school district may suspend the endorsement as long as such suspension does not extend beyond the end of the full semester after the semester in which the expulsion took effect. During the period of time that the expulsion is suspended, the school district may assign the student to a school, class, or program that it deems appropriate for rehabilitation of the student. This district is by this policy herewith authorized to join together with another district or districts as the Superintendent may decide in providing such rehabilitation. This district may, by agreement with another district, send its suspended or expelled students to any school, class, or program operating in

the other district. The rehabilitation program if offered may be a community-centered classroom and may include experiences for the student as an observer or aide in governmental functions, as an on the job trainee, or as a participant in specialized tutorial experiences or individually prescribed educational counseling programs. Such programs shall include an individualized learning program to enable the student to continue academic work for credit towards graduation. If, at the end of the period of suspension of enforcement, the student has satisfactorily participated in the rehabilitation program, the district shall permit the student to return to the school of former attendance or to attend other programs offered by the district. However, if the student's conduct has been unsatisfactory, the district shall enforce the expulsion action. If the student is reinstated, the district by its Superintendent may also take action to expunge the record of the expulsion action.

Nothing in this section shall be construed to require the District or the administration to suspend the enforcement of any expulsion or to require the District to enter into any contract or other arrangement with another school district or district to provide any programs as are described in this section of the policy.

MAXIMUM LENGTH OF EXPULSION

In General: Except as herein otherwise provided, the expulsion of a student shall be for a period not to exceed the remainder of the semester in which the expulsion took effect. However, if the misconduct occurred within 10 school days prior to the end of the first semester, the expulsion may remain in effect through the second semester. If the misconduct occurred within 10 school days prior to the end of the second semester, the expulsion may remain in effect for summer school and for the first semester of the following year.

Expulsion for Causing Personal Injury or for Possessing a Dangerous Weapon: If a student is expelled for the use of force, or causing or attempting to cause personal injury to another individual, or for knowingly and intentionally possessing or transmitting a firearm or a dangerous weapon, the expulsion shall be for a period not to exceed the remainder of the school year in which it took effect if the misconduct occurs during the first semester. If the expulsion takes place during the second semester, the expulsion shall remain in effect for summer school and may remain in effect for the first semester of the following school year.

Automatic Review of Expulsions Which Continue During the First Semester of the Following Year: Any expulsion that will remain in effect during the first semester of the following school year shall be automatically scheduled for review and shall be reviewed by the hearing examiner before the beginning of the school year. The review shall take place after the hearing examiner has given notice of the review to the student and the student's parent or guardian. The review shall be limited to newly discovered evidence or evidence of changes in the student's circumstances occurring since the original hearing. If there is no such evidence the hearing examiner need not provide a hearing in order to complete his or her review. The hearing examiner may make a recommendation that the student be readmitted by action of the Superintendent unless the School Board or Board of Education took the final action to expel the student. Under such circumstances, the student may be readmitted only by action of the Board.

SECTION FOUR: FORMS

Please read each form and sign off on the single signature page.

HANDBOOK ACKNOWLEDGEMENT

I/We have read the South Platte Student Handbook and hereby accept and agree to abide by all of the rules and regulations set forth.

PERSONALLY IDENTIFIABLE INFORMATION

From time to time, your student may have occasion to be photographed for the newspaper or internet web pages. Frequently, the news media will do stories on events occurring in school programs, presentations, sporting events or other newsworthy happenings. Teachers may post pictures of classroom activities and field trips on Internet web pages. Since pictures of students are personally identifiable information you may have concerns about your student's picture appearing in the newspaper or on the Internet.

Students may also have the opportunity to have their works of art, research or creative writing displayed through the media or on Internet web pages. Exhibiting student works in this manner is viewed as a form of electronic publication. Please keep in mind that South Platte Public Schools Internet guidelines generally prohibit the publication of both a student's first and last names on the Internet, as well as, any contact information such as an address or phone number.

Please indicate your choice on the bottom of this form and return to your student's classroom as soon as possible. This document will remain in place for the balance of your student's attendance at South Platte Public Schools or until such time as you wish to reverse your decision.

If you have any questions, please contact the school offices at 308-889-3674 x 1 (Elementary) or 308-889-3622 x 2 (High School).

ACCEPTABLE USE OF COMPUTERS AND NETWORKS - STUDENT'S AGREEMENT

In order to make sure that all members of South Platte School community understand and agree to these rules of conduct, South Platte School asks that you as a student user sign the following statement:

I have received a copy of, and have read, the Internet Safety and Acceptable Use Policy adopted by South Platte School and I understand and will abide by those district guidelines and conditions for the use of the facilities of South Platte School and access to the Internet. I further understand that any violation of the district guidelines is unethical and may constitute a criminal offense. Should I commit any violation, my access privileges will be revoked. School disciplinary action and/or appropriate legal action will be taken.

I agree not to hold South Platte School, any of its employees, or any institution providing network access to South Platte School responsible for the performance of the system or the content of any material accessed through it.

ACCEPTABLE USE OF COMPUTERS AND NETWORKS - PARENT'S AGREEMENT

In order to make sure that all members of South Platte School community understand and agree to these rules of conduct, South Platte School asks that you as a parent/guardian sign the following statement:

I have received a copy of, and have read, the Internet Safety and Acceptable Use Policy adopted by the South Platte School. As parent or guardian of the student named below, I grant permission for my son or daughter to access networked computer services such as electronic mail (e-mail) and the Internet. I understand that this free access is designed for educational purposes. I also understand that individuals may be held liable for violations of those Terms and Conditions. However, I also recognize that it is impossible to restrict access to all controversial materials and I will not hold South Platte School responsible for materials acquired or sent via the network.

I agree not to hold South Platte School, any of its employees, or any institution providing network access to South Platte School responsible for the performance of the system or the content of any material accessed through it.

South Platte Public School Chrome Book Loan Agreement

The above listed items are being lent to Borrower and are in good working order. It is borrower's responsibility to care for the equipment and ensure that it is retained in a safe environment. Students will be responsible for purchasing any accessory equipment (i.e. external keyboard, mouse, head phones, CDs, discs, etc.)

The equipment is, and at all times, remains the property of South Platte Public Schools of Big Springs, NE and is herewith being lent to the student for educational purposes only for the academic school year. Students may not deface or destroy this property in any way. Monetary fees may be assessed for damages according to the 1:1 policies and procedures. Inappropriate use of the machine may result in the student losing their right to use this equipment. The equipment will be returned to the South Platte High School when requested or sooner, if the student's enrollment is terminated prior to the end of the school year.

The District Property may be used by Borrower only for non-commercial purposes. In accordance with the District's policies and rules, the Acceptable Use Policy, as well as all local, state, and federal statutes.

Borrower may not install or use any software that is not deemed appropriate by South Platte Public Schools. One user account with specific privileges and capabilities has been set up on the equipment for the exclusive use of the student/borrower to which it has been assigned. The student/borrower agrees to make no attempts to change or allow others to change the privileges and capabilities of this user account. The student/borrower agrees to make no attempts to add, delete, access, or modify other user accounts on the equipment and on any school-owned equipment.

The South Platte High School network is provided for the academic use of all students and staff. The student/borrower agrees to take no action that would interfere with the efficient, academic use of the network. Identification and inventory labels/tags have been placed on the equipment. These labels/tags are not to be removed or modified. If they become damaged or missing, contact tech support for replacements. Additional stickers, labels, tags, or markings are not to be added to the equipment.

The District is not responsible for any electronic viruses that may be transferred to or from Borrower's media or other data storage medium and Borrower agrees to use Borrower's best efforts to assure that the District Property is not damaged or rendered inoperable by any such electronic virus while in Borrower's possession.

NE statutes 79-737 and 79-2,127 allow the District to obtain reimbursement from, or on behalf of, students for any damage to, loss of, or failure to return school property. Borrower acknowledges and agrees that Borrower's use of the District Property is a privilege and that by Borrower's agreement to the terms hereof, Borrower acknowledges Borrower's responsibility to protect and safeguard the District Property and to return the same in good condition and repair upon request by South Platte High School

Transportation and Team Travel

It will be the student's/parent's responsibility to provide their own transportation to the home games and practices. This policy does not apply to away games or events. Students will be required to ride on school transportation and return the same way, unless the parents take the responsibility for the student by contacting the sponsor following the event and signing the transportation sign-out sheet. Any exceptions to the policy on riding on the school sponsored transportation to and from the away games or events must be approved by the administration prior to the activity. This policy includes all student activities such as: Athletic events, school dances, band concerts, speech and drama meets, cheerleader practices and all other school organizations and events.

South Platte School Activity Participant Sportsmanship Policy

Good sportsmanship is the attitude and behavior that exemplifies positive actions and support for the interscholastic activity programs at South Platte School. Good sportsmanship is the essence or what educational extracurricular

activities are about. This is an ongoing educational process for the students of the South Platte School and it is the philosophy of the school to promote the ideals of good sportsmanship.

The definition of unsportsmanlike conduct by the NSAA includes the following: fighting, verbal abuse or dissent directed toward an official, opponent or spectator, racial or ethnic slurs, inappropriate comments or actions that may be construed as sexual harassment, profanity, obscene gestures, flagrant and violent fouls, taunting, trash talk, baiting, cheating, throwing or abusing equipment, physical intimidation and abuse of an official, opponent or spectator, or the unauthorized leaving of a team bench area.

The Minuteman Activity Conference has a sportsmanship philosophy statement that reads: We believe that all people can learn; therefore, we will challenge all students to excel. We will provide opportunities for obtaining knowledge, attitudes, experiences and skills that enable our students to be individually prepared to assume a position of responsibility. We believe that promoting sportsmanship, ethics and integrity in extracurricular activities should be part of that challenge to excel. Players, coaches and fans will: 1) Be polite and respectful to officials; 2) Control anger; 3) Be respectful to opponents; 4) Control their behavior; 5) Structure cheers to support your team. Students and parents are expected to follow the MAC Conference Sportsmanship Philosophy.

Activity Participant Pledge of Sportsmanship

As a South Platte School activity participant I understand that unsportsmanlike conduct is unacceptable and contrary to the spirit of fair play and good sportsmanship. I understand that any unsportsmanlike action at an activity will result in a penalty being assessed to me by the coach and/or administration. These penalties could include letters of apology to those involved, suspension from an activity for one or more contests, or other actions imposed by the coach and/or administration.

Notice of Information Privacy Practices

THIS NOTICE DESCRIBES HOW MEDICAL INFORMATION ABOUT YOU MAY BE USED AND DISCLOSED AND HOW YOU CAN GET ACCESS TO THIS INFORMATION. PLEASE REVIEW IT CAREFULLY.

Sandhill's Physical Therapy & Sports Rehab, P.C. is required by Federal Law to maintain the privacy of Protected Health Information and to provide notice of its legal duties and privacy practices with respect to the Protected Health Information. This notice fulfills the "Notice" requirements of the Health Information Portability and Accountability Act of the 1997 (HIPPA) Final Privacy Rule. We provide patient education in the form of a three-page Notice of Privacy Rights and Practices, however if you have any questions or desires to have further information concerning privacy practices at Sandhill's Physical Therapy & Sports Rehab, please call us at (308) 284-7333.

The undersigned certifies that he/she has read our Notice of Information Privacy Practices and is the patient, or is duly authorized by or on behalf of the patient to execute the above, and accept its terms.

School Messenger: Student/Parent Notification System

School Messenger is the new system that the school implemented in the spring of 2020 to notify South Platte Students and families of changes, special announcements or cancellations at South Platte School.

The paperwork filled out at the beginning of the year is very important as it contains all of your contact information. Please fill the "Emergency Information Sheet" out as accurately as possible and return it to the school right away. If you have changes to your phone numbers or emails throughout the year, please contact Denise in the HS office as soon as possible so these changes can be made and all messages continue to reach you. Mother's phone, father's phone, alternate person to contact in an emergency phone, and student cell phone numbers will be entered into the system along with one guardian email address. These fields are all in red italics on the Emergency Information Form. Again, it is very important to keep your personal information up to date in the school computer as this is how the School Messenger program pulls phone numbers and emails to contact you.

NSAA Student and Parent Consent Form



School Year: 2022-2023

South Platte School

Name of Student: _____

Date of Birth: _____

The undersigned(s) are the Student and the parent(s), guardian(s), or person(s) in charge of the above-named Student and are collectively referred to as "Parent".

The Parent and Student hereby:

- (1) Understand and agree that participation in NSAA sponsored activities is voluntary on the part of the Student and is a privilege;
- (2) Understand and agree that (a) by this Consent Form the NSAA has provided to the Parent and Student of the existence of potential dangers associated with athletic and activity participation; (b) participation in any activity may involve injury or illness of some type; (c) the severity of such injury can range from minor cuts, bruises, sprains, and muscle strains to more serious injuries to the body's bones, joints, ligaments, tendons, or muscles, to catastrophic injuries to the head, neck and spinal cord, and on rare occasions, injuries so severe as to result in total disability, paralysis and death; (d) the severity of an illness, including contagious diseases such as the COVID-19 virus, and bacterial infections may be so severe as to result in disability and death; and, (e) even with the best supervision, the use of the best protective equipment and strict observance of rules, injuries are still a possibility;
- (3) Consent and agree to participation of the Student in NSAA activities subject to all NSAA Bylaws and rules interpretations for participation in NSAA sponsored athletic and/or activities, and the athletic and activities rules of the NSAA member school for which the Student is participating; and,
- (4) Consent and agree to (a) the disclosure by the Member School at which the Student is enrolled to the NSAA, and subsequent disclosure by the NSAA, of information regarding the Student, including the Student's name, address, telephone listing, electronic mail address, photograph, date of and place of birth, major fields of study, dates of attendance, grade level, enrollment status (e.g., full-time or part-time), participation in officially recognized activities and athletics, weight and height as a member of athletic teams, degrees, honors and awards received, statistics regarding performance, records or documentation related to eligibility for NSAA sponsored activities, medical records, and any other information related to the Student's participation in NSAA sponsored activities; and, (b) the Student being photographed, video recorded, audio taped, or recorded by any other means while participating in NSAA activities and contests, consent to and waive any privacy rights with regard to the display of such recordings, and waive any claims of ownership or other rights with regard to such photographs or recordings or to the broadcast, sale or display of such photographs or recordings.
- (5) Consent and agree to authorize licensed sports injury personnel to evaluate and treat any injury or illness that occurs during the Student's participation in NSAA activities. This includes all reasonable and necessary preventive care, treatment and rehabilitation for these injuries. This would also include transportation of the Student to a medical facility if necessary. Such licensed sports injury personnel are independent providers and are not employed by the NSAA.
- (6) Acknowledge that Parents are obligated to pay for professional medical and/or related services; the NSAA shall not be liable for payment of such services. We give permission to any and all of the Student's health care providers and the NSAA and its employees, staff, agents, and consultants to release and discuss all records and information about the Student including otherwise confidential medical information and records. We understand that this release has been requested and may be used for the purpose of determining eligibility pertaining to activities participation, fitness, injury, injury status, or emergency.

I acknowledge that I have read paragraphs (1) through (6) above, understand and agree to the terms thereof, including the warning of potential risk of injury inherent in participation in athletics and activities

(I)(We) acknowledge that (I)(We) have read paragraphs (1) through (6) above, understand and agree to the terms thereof, including the warning of potential risk of injury inherent in participation in athletics and activities. Having read the warning in paragraph (2) above and understanding the potential risk of injury to my Student, (I)(we) hereby give (my)(our) permission for our child to practice and compete for the above named high school in activities approved by the NSAA, except those crossed out below: Baseball Basketball Bowling Cross Country Debate Football Golf Journalism Music Play Production Soccer Softball Speech Swim/Dive Tennis Track & Field Unified Bowling Unified Track & Field Volleyball Wrestling

Revised September 2021. To be completed for Students participating in any NSAA activities. Student and Parent Consent Form

2021-2022 Parental Permission/Signature Page

****This form is available to fill out on our website www.SouthPlatteSchools.com located under the Parent Forms and Information tab.****

Student Name: _____

Student Grade: _____

I have read the referenced pages and agree to all explanations and rules set forth in them.

- Handbook Acknowledgement (Students and Parents)
- Personally Identifiable Information (Check only ONE)
 - You may publish my child's picture or work in any form.
 - You may not publish my child's picture or work on the Internet.
 - You may not publish my child's picture or work in printed material.
 - You may not publish my child's picture or work on the school TV system.
- Acceptable use of Computers & Networks (Students and Parents)
- Chrome Book Loan Agreement (Students and Parents)
- NSAA Student & Parent Consent Form, List activities not allowed: _____
- Activity Participant Pledge of Sportsmanship/Team Travel Form (Student Only)
- Notice of Information Privacy Practices ???
- Medication Permission Form (Needs to be filled out and turned into office)

Parent/Guardian Signature: _____

Student Signature: _____

Date: _____

****Please fill out this form and the Emergency Information Form and return them to the office so we can keep the School Messenger Notification System up to date****

EMERGENCY INFORMATION FORM

Please print and fill out completely:

STUDENT'S NAME _____ GRADE _____ DATE OF BIRTH _____

STUDENT'S CELL PHONE _____

ETHNICITY (check one) _____ Non Hispanic/Latino _____ Hispanic/Latino

RACE (check one) ___ African American ___ Asian ___ Native American ___ Pacific Island ___ White

Does your child have any known allergies? ___ No ___ Yes If yes, please list below:

Is your child on any medication that has to be taken at school? ___ No ___ Yes

(If yes, please fill out the medication permission form.)

PARENT/GUARDIAN'S NAME _____

MAILING ADDRESS _____

PHYSICAL ADDRESS (if different from mailing address) _____

OPTIONING IN FROM ANOTHER DISTRICT: ___ No ___ Yes If yes, which district _____

Please * the number to be called first

FATHER'S NAME _____ *CELL PHONE* _____

PLACE OF EMPLOYMENT _____ *WORK PHONE* _____

E-MAIL _____ *HOME PHONE* _____

HOME ADDRESS (if different from above) _____

Please check below if you wish to receive grade reports at this address

MOTHER'S NAME _____ *CELL PHONE* _____

PLACE OF EMPLOYMENT _____ *WORK PHONE* _____

E-MAIL _____ *HOME PHONE* _____

HOME ADDRESS (if different from above) _____

Please check below if you wish to receive grade reports at this address

ALTERNATE PERSON(S) TO CONTACT IN AN EMERGENCY:

NAME _____

HOME PHONE _____ *CELL PHONE* _____

RELATIONSHIP TO STUDENT _____

NAME _____

HOME PHONE _____ *CELL PHONE* _____

RELATIONSHIP TO STUDENT _____

IF YOU HAVE MORE THAN ONE CHILD ATTENDING SOUTH PLATTE, PLEASE FILL OUT THE BACK.

Information in red will be contacted by the School Messenger Program.

STUDENT'S NAME _____ **GRADE** _____ **DATE OF BIRTH** _____

STUDENT'S CELL PHONE _____

ETHNICITY (check one) _____ Non Hispanic/Latino _____ Hispanic/Latino

RACE (check one) ___ African American ___ Asian ___ Native American ___ Pacific Island ___ White

Does your child have any known allergies? ___ No ___ Yes If yes, please list below:

Is your child on any medication that has to be taken at school? ___ No ___ Yes

If yes, please fill out the medication permission form.

STUDENT'S NAME _____ **GRADE** _____ **DATE OF BIRTH** _____

STUDENT'S CELL PHONE _____

ETHNICITY (check one) _____ Non Hispanic/Latino _____ Hispanic/Latino

RACE (check one) ___ African American ___ Asian ___ Native American ___ Pacific Island ___ White

Does your child have any known allergies? ___ No ___ Yes If yes, please list below:

Is your child on any medication that has to be taken at school? ___ No ___ Yes

If yes, please fill out the medication permission form.

STUDENT'S NAME _____ **GRADE** _____ **DATE OF BIRTH** _____

STUDENT'S CELL PHONE _____

ETHNICITY (check one) _____ Non Hispanic/Latino _____ Hispanic/Latino

RACE (check one) ___ African American ___ Asian ___ Native American ___ Pacific Island ___ White

Does your child have any known allergies? ___ No ___ Yes If yes, please list below:

Is your child on any medication that has to be taken at school? ___ No ___ Yes

If yes, please fill out the medication permission form.

STUDENT'S NAME _____ **GRADE** _____ **DATE OF BIRTH** _____

STUDENT'S CELL PHONE _____

ETHNICITY (check one) _____ Non Hispanic/Latino _____ Hispanic/Latino

RACE (check one) ___ African American ___ Asian ___ Native American ___ Pacific Island ___ White

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STUDENT'S NAME _____ **GRADE** _____ **DATE OF BIRTH** _____

STUDENT'S CELL PHONE _____

ETHNICITY (check one) _____ Non Hispanic/Latino _____ Hispanic/Latino

RACE (check one) ___ African American ___ Asian ___ Native American ___ Pacific Island ___ White

Does your child have any known allergies? ___ No ___ Yes If yes, please list below:

Is your child on any medication that has to be taken at school? ___ No ___ Yes

If yes, please fill out the medication permission form.