

Board of Education Regular Meeting  
Monday, June 19, 2023 8:00 AM  
Shelby-Rising City School Conf. Room 402  
650 N. Walnut  
Shelby, NE 68662-0218

1. Call to Order
2. Pledge of Allegiance
3. Announce Open Meeting Act Posting and Location
4. Recognition of Visitors  
During this time visitors may request to the board the opportunity to speak at the appropriate time. The Board then allow for Public Comments. Each speaker will be limited to 5 minutes and all of the Public Comment time will be limited to 30 minutes. An exception will be made for those speakers appearing on the Agenda as presenters.
5. Consent Agenda
  - 5.1. Minutes
  - 5.2. Treasurers Report
6. Administrative Reports
  - 6.1. Athletic Director/Activities Director Report
  - 6.2. Elementary Principals Report
  - 6.3. Secondary Principals Report
  - 6.4. Superintendents Report  
<https://www.smores.com/vxpnm>
7. District Reports
  - 7.1. Technology Report
  - 7.2. Maintenance/Facilities/Transportation Report
  - 7.3. Board/Committee Report

## 8. Discussion Items

- 8.1. Discussion Item #1: Co-op with David City and East Butler to form the Blue River Girls Wrestling Team
- 8.2. Discussion Item #2: Bully Prevention Policy Review (Policy 0504.20) - no changes from legislation
- 8.3. Discussion Item #3: Policy regarding appropriate relationships with students; contents (Policy 0402.15) - no changes from legislation
- 8.4. Discussion Item #4: Hold public hearing to discuss, consider and receive input on our Parental and Family Engagement Policy Review (Policy 1005.12) - no changes from legislation
- 8.5. Discussion Item #5: Hold public hearing to discuss, consider and receive input on our Student Fees Policy (Policy 504.19) - no changes from legislation
- 8.6. Discussion Item #6: 1st Reading of NonResident Students/Option Enrollment (Policy 502.02) - redline document attached. Approval of such a policy can be approved during our next BOE Meeting in July.
- 8.7. Discussion Item #7: 1st Reading of Weapons (Policy 502.11) - redline document attached. Approval of such a policy can be approved during our next BOE Meeting in July.
- 8.8. Discussion Item #8: 1st Reading of Student Organizations (Policy 506.02) - redline document attached. Approval of such a policy can be approved during our next BOE Meeting in July.
- 8.9. Discussion Item #9: 1st Reading of Part-Time Enrollment (Policy 605.07) - redline document attached. Approval of such a policy can be approved during our next BOE Meeting in July.
- 8.10. Discussion Item #10: 1st Reading of Graduation Requirements (Policy 611.07) - redline document attached. Approval of such a policy can be approved during our next BOE Meeting in July.
- 8.11. Discussion Item #11: District Handbooks
- 8.12. Discussion Item #12: Track Resurfacing Timeline (bid attached)
- 8.13. Discussion Item #13: Discuss the Camera Quotes for upgrading our system. Approval can happen after discussion when deciding what company to move forward with.

8.14. Discussion Item #14: T-mobile to Skybeam

8.15. Discussion Item #15: Recognition that Shelby-Rising City Public Schools is approved for the 23-24 school year as an Accredited school.

8.16. Discussion Item #16: Grass area by the kiosk

9. Action Items

9.1. Action Item #1: Approval of Breakfast and Lunch Prices for the 2023-2024 School Year. Increase is due to inflation and NDE recommendation.

1. **Breakfast**

- **\$1.45 → \$1.50**

2. **Lunch**

- **Elementary**
  - **\$2.30 → \$2.35**
- **MS/HS**
  - **\$2.45 → \$2.50**
- **Adult**
  - **\$2.60 → \$2.75**
- **Milk**
  - **.35 → .40**

9.2.

9.3. Action Item #2: Approval of Hiland Dairy Milk Bid for the 2023-2024 School Year

9.4. Action Item #3: Approval of Pre-School Prices for the 2023-2024 school year

3. 3 year old Preschool

- **\$55 → \$65**

4. 4 year old Preschool

- **\$75 → \$85**

9.5.

9.6. Action Item #4: Approval of Boruch Masonry Construction Bid for Activities Entrance from Parking Lot (\$8,414)

9.7. Action Item #5: Approval to Surplus our extra Bleachers located on the Northwest side of the school

9.8. Action Item #6: If approved upon, co-op for girls wrestling for 2 years

10. Set Dates

11. Executive Session

The Board may enter into closed session at any time to discuss any matter for which a closed session is lawful and appropriate.

We have legal matters that need to be handled in closed session.

Before the Board can enter closed session, a motion must be made in agreement with Statute 84-1410 by the Board to discuss topics such as personnel, negotiations, and legal matters.

## 12. Adjournment

# Board of Education Regular Meeting

Monday, May 15, 2023 8:00 PM

Shelby-Rising City School Room 402, 650 N. Walnut, Shelby, NE 68662-0218

Kasey Hopwood: Absent  
Joe Noyd: Present  
Geoffrey Ruth: Present  
Heath Vrbka: Present  
Chris Whitmore: Present  
Crystal Zimmerman: Present

1. **Call to Order** **Speaker(s):** Board President

2. **Pledge of Allegiance**

3. **Announce Open Meeting Act Posting and Location** **Speaker(s):** Board President

4. **Recognition of Visitors**

**Action(s):**

Motion to excuse Kasey Hopwood for the May meeting. Passed with a motion by Chris Whitmore and a second by Joe Noyd.

**Voting Detail:**

Kasey Hopwood: Absent  
Joe Noyd: Yea  
Geoffrey Ruth: Yea  
Heath Vrbka: Yea  
Chris Whitmore: Yea  
Crystal Zimmerman: Yea

**Voting Summary:** Yea: 5, Nay: 0, Absent: 1

5. **Consent Agenda**

**Action(s):**

Motion to approve the consent. Passed with a motion by Chris Whitmore and a second by Heath Vrbka.

**Voting Detail:**

Kasey Hopwood: Absent  
Joe Noyd: Yea  
Geoffrey Ruth: Yea  
Heath Vrbka: Yea  
Chris Whitmore: Yea  
Crystal Zimmerman: Yea

**Voting Summary:** Yea: 5, Nay: 0, Absent: 1

5.1. Minutes

5.2. Treasurers Report

## 6. Administrative Reports

6.1. Athletic Director/Activities Director Report

6.2. Elementary Principals Report

6.3. Secondary Principals Report

6.4. Superintendents Report

<https://www.smores.com/j7dp4>

## 7. District Reports

7.1. Technology Report

7.2. Maintenance/Facilities/Transportation Report

7.3. Board/Committee Report

## 8. Discussion Items

8.1. Discussion Item #1: Review of Policy 504.16 (Searchs and seizures) & Police/Other Questioning and Apprehension in Student Handbook

**Discussion:** The Board of Education reviewed Policy 504.16

8.2. Discussion Item #2: Reviewing Policy #503.01 (Compulsory Attendance), 503.02 (Attendance Records), 503.03 (Absense Policy), and 503.04 (Addressing Barriers to Attendance) to be ready for the 23-24 school year.

**Discussion:** The Board of Education reviewed Policies 0503.01, 0503.02, 0503.03 and 0503.04.

8.3. Discussion Item #3: Review Graduation Requirements for SRC

**Discussion:** The Board of Education reviewed Policy 0611.07

8.4. Discussion Item #4: Camera Update from three companies

8.5. Discussion Item #5: Rotation for elementary iPads and purchasing options. We will be able to complete our rotation for our K-2nd. We may move to Action Item if we would like to move forward.

**Action(s):**

Motion to approve the purchase of 70 new iPad's in the amount of \$20,580 for Kindergarten through Second Grade. Passed with a motion by Heath Vrbka and a second by Crystal Zimmerman.

**Voting Detail:**

Kasey Hopwood:	Absent
Joe Noyd:	Yea
Geoffrey Ruth:	Yea
Heath Vrbka:	Yea
Chris Whitmore:	Yea
Crystal	Yea

Zimmerman:

**Voting Summary:** Yea: 5, Nay: 0, Absent: 1

8.6. Discussion Item #6: Ordering of new computers for our Business and media specialist classes that are utilized by our 6th-12th graders (11 total) and will use our REAP fund. We may move to Action Item if we would like to move forward.

**Action(s):**

Motion to approve the purchase of new computers for the Business program of \$7,779.86. Passed with a motion by Chris Whitmore and a second by Heath Vrbka.

**Voting Detail:**

Kasey Hopwood: Absent  
Joe Noyd: Yea  
Geoffrey Ruth: Yea  
Heath Vrbka: Yea  
Chris Whitmore: Yea  
Crystal  
Zimmerman: Yea

**Voting Summary:** Yea: 5, Nay: 0, Absent: 1

8.7. Discussion Item #7: Purchasing of New Industrial Tech computers that will be utilized for digital drafting and 3-D modeling. We may move to Action Item if we would like to move forward.

**Action(s):**

Motion to approve the purchase of 15 new computers for the Industrial Tech program in the amount of \$26,942.65. Passed with a motion by Heath Vrbka and a second by Joe Noyd.

**Voting Detail:**

Kasey Hopwood: Absent  
Joe Noyd: Yea  
Geoffrey Ruth: Yea  
Heath Vrbka: Yea  
Chris Whitmore: Yea  
Crystal  
Zimmerman: Yea

**Voting Summary:** Yea: 5, Nay: 0, Absent: 1

8.8. Discussion Item #8: Ordering new computers for the freshman class (as we do every year) that will then be there for the rest of their HS career. The money will come from our REAP account.

**Action(s):**

Motion to approve the purchase of 50 new computers for the 2023-2024 Freshman class in the amount of \$19,300. Passed with a motion by Crystal Zimmerman and a second by Joe Noyd.

**Voting Detail:**

Kasey Hopwood: Absent

Joe Noyd: Yea  
Geoffrey Ruth: Yea  
Heath Vrbka: Yea  
Chris Whitmore: Yea  
Crystal  
Zimmerman: Yea

**Voting Summary:** Yea: 5, Nay: 0, Absent: 1

8.9. Discussion Item #9: Review the compliance with Federal Requirements for Asbestos Management including the Asbestos Management Plan (AMP)

**Discussion:** The Board of Education reviewed the Asbestos Management Plan.

8.10. Discussion Item #10: Girls Wrestling and the questions that go into either having our own team or moving forward with a possible co-op.

9. **Action Items**

10. **Set Dates**

11. **Executive Session**

12. **Adjournment**

**Action(s):**

Motion to adjourn at 9:47pm. Passed with a motion by Geoffrey Ruth and a second by Crystal Zimmerman.

**Voting Detail:**

Kasey Hopwood: Absent  
Joe Noyd: Yea  
Geoffrey Ruth: Yea  
Heath Vrbka: Yea  
Chris Whitmore: Yea  
Crystal  
Zimmerman: Yea

**Voting Summary:** Yea: 5, Nay: 0, Absent: 1

**Speaker(s):** Board  
President

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Board Secretary

**BOARD OF EDUCATION**  
**SHELBY-RISING CITY PUBLIC SCHOOLS**  
**JUNE 19, 2023**  
**8:00 AM**

<u>Check #</u>	<u>Vendor Name</u>	<u>Amount</u>
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<u>Check #</u>	<u>Vendor Name</u>	<u>Amount</u>
40832	AKRS EQUIPMENT SOLUTIONS	236.58
40833	APPLE INC.	20,580.00
40834	BLACK HILLS ENERGY	335.03
40835	BLICK ART MATERIALS	846.21
40836	CDW-GOVERNMENT	27,622.55
40837	CENGAGE LEARNING	5,168.99
40838	CENTRAL NEBRASKA REHABILITATION SERVICES	4,115.22
40839	CENTRAL VALLEY AG	1,418.10
40840	CLASSLINK, INC	2,295.50
40841	COLUMBUS MUSIC	110.00
40842	CUBBYS CORPORATE OFFICE	3,716.22
40843	CULLIGAN OF YORK	186.00
40844	DICKINSON WRIGHT PLLC	5,002.02
40845	DIETZE MUSIC HOUSE	19.40
40846	DISCOUNT SCHOOL SUPPLY	195.39
40847	E.S.U. #7	2,364.09
40848	EAKES OFFICE SOLUTIONS	2,621.63
40849	EDGE WATER INSURANCE + REAL ESTATE	1,825.00
40850	EDUCATIONAL SERVICE UNIT #7	810.31
40851	EDUCATIONAL SERVICE UNIT #7	16,307.98
40852	EMPOWER CONSULTING INC	2,121.35
40853	GENERAL FUND-PETTY CASH	1,450.92
40854	GOT-SPECIAL KIDS	38.95
40855	HAL LEONARD	11.94
40856	HOMETOWN LEASING	932.27
40857	HOTSY EQUIPLMENT CO./A NE. CORP.	1,273.74
40858	INNOVATIVE OFFICE SOLUTIONS, LLC	870.89
40859	JACKSON SERVICES, INC	233.32
40860	JJ & ZAK	3,299.00
40861	JOHN DEERE FINANCIAL	1,854.15

40862 LAKESHORE LEARNING MATERIALS	538.55
40863 LINGO	306.27
40864 MATHESON TRI-GAS INC.	872.16
40865 MCILNAY & COMPANY	1,803.03
40866 MENARDS	2,007.26
40867 MID-AMERICAN RESEARCH CHEMICAL	1,680.00
40868 MOHAWK USA	3,471.99
40869 MORLEY ATHLETIC SUPPLY CO, INC	6,857.01
40870 NAPA AUTO AND TRUCK PARTS	3.90
40871 NASSP	385.00
40872 NE COUNCIL OF SCHOOL ADMINISTRATORS	570.00
40873 ORKIN PEST CONTROL	126.25
40874 PAY FLEX	100.00
40875 PINNACLE BANK	1,330.97
40876 PITNEY BOWES GLOBAL FINANCIAL SERVICES	227.97
40877 POLK CO. RURAL PUBLIC POWER DISTRICT	8,092.95
40878 POWERSCHOOL GROUP LLC	6,075.83
40879 QUILL CORPORATION	766.57
40880 READ NATURALLY	690.00
40881 REALLY GOOD STUFF, LLC	551.73
40882 REARDON LAWN & GARDEN	184.74
40883 RESERVE ACCOUNT	1,000.00
40884 S & S WORLDWIDE	10.40
40885 SCHOOL HEALTH CORPORATION	49.07
40886 SCHOOL SPECIALITY	3,431.28
40887 SCHUETH, BECKY	17.15
40888 SHELBY AUTO CLINIC	286.68
40889 SHELBY LUMBER CO.	1,326.10
40890 STAPLES ADVANTAGE	3,478.89
40891 STRIV AV, LLC	151.08
40892 TRUCK CENTER COMPANIES	162.32
40893 VECTOR SOLUTIONS	1,266.30

40894 VERIZON WIRELESS	368.10
40895 VILLAGE OF SHELBY	1,130.28
40897 WINDSTREAM NEBRASKA INC.	765.60
40896 YOUR PUBLICATION	10.94

INVOICE TOTAL:	\$	157,959.12
PAYROLL:	\$	448,533.51
TOTAL:	\$	606,492.63

Batch Description: JUNE 2023 GENERAL FUND INVOICES

Processing Month: 06/2023

Credit Card Vendor ID:

End of Fiscal Year Expense Invoices:

Vendor ID: AKRSEQUIPM AKRS EQUIPMENT SOLUTIONS

PO Number:

Invoice Number: 3445141

Amount: 236.58

Description:

Invoice Date: 06/14/2023 Due Date: 06/19/2023 Status: A 1099 Amount: 0.00

Sequence: 1 Check Type: Checking Account ID:

Check Number: Check Date:

Chart of Account Number Detail Description

Cost Center ID Detail Amount 1099 Detail Amount Asset/Asset Tag In Full

01 2610 610 000 0000 0 000 PARTS FOR MOWER

236.58 N

Vendor ID: APPLECO APPLE INC.

PO Number:

Invoice Number: AL25837051

Amount: 20,580.00

Description:

Invoice Date: 06/14/2023 Due Date: 06/19/2023 Status: A 1099 Amount: 0.00

Sequence: 1 Check Type: Checking Account ID:

Check Number: Check Date:

Chart of Account Number Detail Description

Cost Center ID Detail Amount 1099 Detail Amount Asset/Asset Tag In Full

01 6998 734 000 0000 0 000 IPADS

20,580.00 N

Vendor ID: BLACKHILLS BLACK HILLS ENERGY

PO Number:

Invoice Number: 61423

Amount: 335.03

Description:

Invoice Date: 06/14/2023 Due Date: 06/19/2023 Status: A 1099 Amount: 0.00

Sequence: 1 Check Type: Checking Account ID:

Check Number: Check Date:

Chart of Account Number Detail Description

Cost Center ID Detail Amount 1099 Detail Amount Asset/Asset Tag In Full

01 2610 621 000 0000 0 000 FUEL

335.03 N

Vendor ID: BLICK BLICK ART MATERIALS

PO Number:

Invoice Number: 464051,544757,599956

Amount: 846.21

Description:

Invoice Date: 06/14/2023 Due Date: 06/19/2023 Status: A 1099 Amount: 0.00

Sequence: 1 Check Type: Checking Account ID:

Check Number: Check Date:

Chart of Account Number Detail Description

Cost Center ID Detail Amount 1099 Detail Amount Asset/Asset Tag In Full

01 1100 610 001 0135 0 000 AG SUPPLIES

61.53 N

01 1100 610 000 0185 0 000 ART SUPPLIES

714.75 N

01 1100 610 002 0040 0 000 4TH SUPPLIES

69.93 N

Vendor ID: CDW CDW-GOVERNMENT

PO Number:

Invoice Number: 61523

Amount: 27,622.55

Description:

Invoice Date: 06/15/2023 Due Date: 06/19/2023 Status: A 1099 Amount: 0.00

Sequence: 1 Check Type: Checking Account ID:

Check Number: Check Date:

Chart of Account Number Detail Description

Cost Center ID Detail Amount 1099 Detail Amount Asset/Asset Tag In Full

01 6998 734 000 0000 0 000 LENOVA LAPTOPS

26,387.85 N

01 2590 610 000 0000 0 000 DYMO SHIPPING LABELS

88.40 N

01 2230 650 000 0000 0 000 TECH SUPPLIES

1,146.30 N

Vendor ID: CENGAGE CENGAGE LEARNING

PO Number:

Invoice Number: 5302023

Amount: 5,168.99

Description:

Invoice Date: 06/14/2023 Due Date: 06/19/2023 Status: A 1099 Amount: 0.00

Sequence: 1 Check Type: Checking Account ID:

Check Number: Check Date:

Chart of Account Number Detail Description

Cost Center ID Detail Amount 1099 Detail Amount Asset/Asset Tag In Full

01 6998 640 000 0000 0 000 PRE CALCULUS & CALCULUS TEXTBOOKS

5,168.99 N

Vendor ID: CENTRAL CENTRAL NEBRASKA REHABILITATION SERVICES

PO Number:

Invoice Number: 13923

Amount: 4,115.22

Description:

Invoice Date: 06/14/2023 Due Date: 06/19/2023 Status: A 1099 Amount: 4,115.22

Sequence: 1 Check Type: Checking Account ID:

Check Number: Check Date:

Invoice Listing - Detail  
JUNE 2023 GENERAL FUND INVOICES

<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>
01 2163 340 000 0000 0 000	SPED 0-2 OT		18.25	18.25	N	
01 2161 340 000 0000 0 000	SPED S.A. OT		3,350.95	3,350.95	N	
01 2171 340 000 0000 0 000	SPED S.A. PT		746.02	746.02	N	
<b>Vendor ID: CVALLEYAG CENTRAL VALLEY AG</b>		<b>PO Number:</b>	<b>Invoice Number: 2044083-0174</b>		<b>Amount: 1,418.10</b>	
Description:		Invoice Date: 06/14/2023	Due Date: 06/19/2023	Status: A	1099 Amount: 0.00	
Sequence: 1	Check Type:	Checking Account ID:		Check Number:	Check Date:	
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>
01 2610 610 000 0000 0 000	CORNERSTONE 5 PLUS		1,418.10		N	
<b>Vendor ID: CLASSLINK CLASSLINK, INC</b>		<b>PO Number:</b>	<b>Invoice Number: e-114514</b>		<b>Amount: 2,295.50</b>	
Description:		Invoice Date: 06/14/2023	Due Date: 06/19/2023	Status: A	1099 Amount: 0.00	
Sequence: 1	Check Type:	Checking Account ID:		Check Number:	Check Date:	
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>
01 1100 643 000 0000 0 000	CLASS LINK LISC		2,295.50		N	
<b>Vendor ID: COLUMBUSMU COLUMBUS MUSIC</b>		<b>PO Number:</b>	<b>Invoice Number: 35325</b>		<b>Amount: 110.00</b>	
Description:		Invoice Date: 06/14/2023	Due Date: 06/19/2023	Status: A	1099 Amount: 0.00	
Sequence: 1	Check Type:	Checking Account ID:		Check Number:	Check Date:	
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>
01 1100 431 000 0170 0 000	INSTRUMENT REPAIR		110.00		N	
<b>Vendor ID: CUBBYSCORP CUBBYS CORPORATE OFFICE</b>		<b>PO Number:</b>	<b>Invoice Number: 7387005</b>		<b>Amount: 3,716.22</b>	
Description:		Invoice Date: 06/14/2023	Due Date: 06/19/2023	Status: A	1099 Amount: 0.00	
Sequence: 1	Check Type:	Checking Account ID:		Check Number:	Check Date:	
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>
01 1100 610 000 0000 0 000	6TH GRADE EXPLORE SUPPLIES		56.18		N	
01 1150 610 000 0000 0 000	ELL SUPPLIES		35.70		N	
01 2610 626 000 0000 0 000	MAINTENANCE GAS		76.75		N	
01 2710 626 000 0000 0 000	BUS & VAN GAS		3,089.49		N	
01 2712 626 000 0000 0 000	SPED VAN & BUS GAS		458.10		N	
<b>Vendor ID: CULLIGANYO CULLIGAN OF YORK</b>		<b>PO Number:</b>	<b>Invoice Number: 61423</b>		<b>Amount: 186.00</b>	
Description:		Invoice Date: 06/14/2023	Due Date: 06/19/2023	Status: A	1099 Amount: 0.00	
Sequence: 1	Check Type:	Checking Account ID:		Check Number:	Check Date:	
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>
01 2610 610 000 0000 0 000	WATER & RENTAL		186.00		N	
<b>Vendor ID: DICKINSONW DICKINSON WRIGHT PLLC</b>		<b>PO Number:</b>	<b>Invoice Number: 1810958</b>		<b>Amount: 5,002.02</b>	
Description:		Invoice Date: 06/14/2023	Due Date: 06/19/2023	Status: A	1099 Amount: 5,002.02	
Sequence: 1	Check Type:	Checking Account ID:		Check Number:	Check Date:	
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>
01 2330 317 000 0000 0 000	LEGAL SERVICES		5,002.02	5,002.02	N	

Invoice Listing - Detail  
JUNE 2023 GENERAL FUND INVOICES

Vendor ID: DIETZE		DIETZE MUSIC HOUSE		PO Number:	Invoice Number: FD1855	Amount:	19.40
Description:				Invoice Date: 06/14/2023	Due Date: 06/19/2023	Status: A	1099 Amount: 0.00
Sequence: 1	Check Type:	Checking Account ID:		Check Number:	Check Date:		
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>	
01 1100 610 000 0170 0 000	CLAR #2 & CORK GREASE		19.40		N		

Vendor ID: DISCOUNTSC		DISCOUNT SCHOOL SUPPLY		PO Number:	Invoice Number: COOP2023	Amount:	195.39
Description:				Invoice Date: 06/14/2023	Due Date: 06/19/2023	Status: A	1099 Amount: 0.00
Sequence: 1	Check Type:	Checking Account ID:		Check Number:	Check Date:		
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>	
01 1200 610 000 0000 0 000	FIDGET		5.33		N		
01 2590 610 000 0000 0 000	MAVALUS TAPE		14.92		N		
01 1190 610 002 0000 0 000	TOTE BAGS		34.19		N		
01 1100 610 002 0070 0 000	HELPER SLEEVES, MAGNETS		140.95		N		

Vendor ID: ESU7		E.S.U. #7		PO Number:	Invoice Number: Q3	Amount:	2,364.09
Description:				Invoice Date: 06/15/2023	Due Date: 06/19/2023	Status: A	1099 Amount: 0.00
Sequence: 1	Check Type:	Checking Account ID:		Check Number:	Check Date:		
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>	
01 1100 610 001 0145 0 000	HS SCIENCE PRINTING		29.82		N		
01 1100 610 000 0170 0 000	MUSIC		144.21		N		
01 1100 610 000 0000 0 000	CROMER		4.05		N		
01 2220 610 000 0000 0 000	LIBRARY		115.80		N		
01 2410 610 001 0000 0 000	HS PRINCIPAL		42.00		N		
01 1190 610 002 0000 0 000	PK		98.48		N		
01 1100 610 002 0070 0 000	K		583.24		N		
01 1100 610 002 0020 0 000	2ND		205.87		N		
01 1100 610 002 0030 0 000	3RD		954.17		N		
01 1100 610 002 0040 0 000	4TH		38.40		N		
01 1100 610 002 0050 0 000	5TH		148.05		N		

Vendor ID: EAKESO		EAKES OFFICE SOLUTIONS		PO Number:	Invoice Number: 453995,717492,457606	Amount:	2,621.63
Description:				Invoice Date: 06/14/2023	Due Date: 06/19/2023	Status: A	1099 Amount: 0.00
Sequence: 1	Check Type:	Checking Account ID:		Check Number:	Check Date:		
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>	
01 1150 610 000 0000 0 000	ELL SUPPLIES		86.20		N		
01 2220 610 000 0000 0 000	LIBRARY SUPPLIES		9.88		N		
01 2590 443 000 0000 0 000	COPY CONTRACTS		1,340.96		N		
01 2610 610 000 0000 0 000	CUSTODIAL SUPPLIES		45.00		N		
01 2620 431 000 0000 0 000	PARTS FOR FLOOR SCRUBBER		82.37		N		
01 1190 610 002 0000 0 000	PK SUPPLIES		110.10		N		
01 1100 610 002 0010 0 000	1ST SUPPLIES		723.08		N		
01 1100 610 002 0020 0 000	2ND SUPPLIES		147.05		N		
01 1100 610 002 0030 0 000	3RD SUPPLIES		76.99		N		

<b>Vendor ID: EDGEWATER</b>	<b>EDGE WATER INSURANCE + REAL ESTATE</b>	<b>PO Number:</b>	<b>Invoice Number: 11087,11088,11089</b>	<b>Amount:</b>	<b>1,825.00</b>
Description:		Invoice Date: 06/15/2023	Due Date: 06/19/2023	Status: A	1099 Amount: 0.00
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:	
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>
01 2320 810 000 0000 0 000	SUPERINTENDENT BOND		875.00		N
01 2590 810 000 0000 0 000	ADA, MARITZA & CAMILLE BONDS		950.00		N
<b>Vendor ID: ESU7NETWOR</b>	<b>EDUCATIONAL SERVICE UNIT #7</b>	<b>PO Number:</b>	<b>Invoice Number: 6/6/2023</b>	<b>Amount:</b>	<b>810.31</b>
Description:		Invoice Date: 06/15/2023	Due Date: 06/19/2023	Status: A	1099 Amount: 0.00
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:	
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>
01 2230 352 000 0000 0 000	TECH QUESTIONS		56.25		N
01 2230 643 000 0000 0 000	4TH QTR NETWORK NE & SUBSCRIPTION		754.06		N
<b>Vendor ID: ESU7SP</b>	<b>EDUCATIONAL SERVICE UNIT #7</b>	<b>PO Number:</b>	<b>Invoice Number: MAY2023</b>	<b>Amount:</b>	<b>16,307.98</b>
Description:		Invoice Date: 06/15/2023	Due Date: 06/19/2023	Status: A	1099 Amount: 16,307.98
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:	
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>
01 2141 591 000 0000 0 000	SPED S.A. PSYCH		5,067.06	5,067.06	N
01 2152 591 000 0000 0 000	3-5 SPEECH		1,501.00	1,501.00	N
01 1291 591 000 0000 0 000	3-5 EARLY CHILDHOOD		3,350.54	3,350.54	N
01 1292 591 000 0000 0 000	0-2 EARLY CHILDHOOD		76.38	76.38	N
01 1200 591 000 0000 0 000	SPED CONTRACTED SERVICES		4,885.00	4,885.00	N
01 2140 591 000 0000 0 000	REG ED		1,428.00	1,428.00	N
<b>Vendor ID: EMPOWERCON</b>	<b>EMPOWER CONSULTING INC</b>	<b>PO Number:</b>	<b>Invoice Number: 337216-000159</b>	<b>Amount:</b>	<b>2,121.35</b>
Description:		Invoice Date: 06/15/2023	Due Date: 06/19/2023	Status: A	1099 Amount: 0.00
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:	
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>
01 1100 643 000 0000 0 000	MATH GENIUS SQUAD		2,121.35		N
<b>Vendor ID: PETTY</b>	<b>GENERAL FUND-PETTY CASH</b>	<b>PO Number:</b>	<b>Invoice Number: 61523</b>	<b>Amount:</b>	<b>1,450.92</b>
Description:		Invoice Date: 06/15/2023	Due Date: 06/19/2023	Status: A	1099 Amount: 0.00
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:	
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>
01 1100 610 001 0135 0 000	FOOD SCIENCE SUPPLIES		178.72		N
01 1200 610 000 0000 0 000	SPED SUPPLIE		15.67		N
01 2610 621 000 0000 0 000	CONSTELLATION FUEL		1,054.12		N
01 1100 610 002 0070 0 000	K SUPPLIES		54.37		N
01 2130 610 000 0000 0 000	NURSE SUPPLIES		148.04		N
<b>Vendor ID: GOTSPECIAL</b>	<b>GOT-SPECIAL KIDS</b>	<b>PO Number:</b>	<b>Invoice Number: 16379</b>	<b>Amount:</b>	<b>38.95</b>
Description:		Invoice Date: 06/15/2023	Due Date: 06/19/2023	Status: A	1099 Amount: 0.00
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:	

Invoice Listing - Detail  
JUNE 2023 GENERAL FUND INVOICES

<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>
01 1200 610 000 0000 0 000	EASIEEATERS CURVED UTENSILS		38.95		N	
<b>Vendor ID: HALLEONARD</b>	<b>HAL LEONARD</b>	<b>PO Number:</b>	<b>Invoice Number: 40699144</b>		<b>Amount: 11.94</b>	
Description:		Invoice Date: 06/15/2023	Due Date: 06/19/2023	Status: A	1099 Amount: 0.00	
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:		
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>
01 1100 610 000 0170 0 000	MUSIC		11.94		N	
<b>Vendor ID: HOMETO</b>	<b>HOMETOWN LEASING</b>	<b>PO Number:</b>	<b>Invoice Number: 61523</b>		<b>Amount: 932.27</b>	
Description:		Invoice Date: 06/15/2023	Due Date: 06/19/2023	Status: A	1099 Amount: 0.00	
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:		
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>
01 2590 443 000 0000 0 000	PRINTER PAYMENTS		932.27		N	
<b>Vendor ID: HOTS Y</b>	<b>HOTS Y EQUIPLMENT CO./A NE. CORP.</b>	<b>PO Number:</b>	<b>Invoice Number: 333984</b>		<b>Amount: 1,273.74</b>	
Description:		Invoice Date: 06/15/2023	Due Date: 06/19/2023	Status: A	1099 Amount: 0.00	
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:		
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>
01 2610 610 000 0000 0 000	PRESSURE WASHER PARTS		1,273.74		N	
<b>Vendor ID: INNOVAOFFI</b>	<b>INNOVATIVE OFFICE SOLUTIONS, LLC</b>	<b>PO Number:</b>	<b>Invoice Number: 4172418</b>		<b>Amount: 870.89</b>	
Description:		Invoice Date: 06/15/2023	Due Date: 06/19/2023	Status: A	1099 Amount: 0.00	
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:		
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>
01 1100 610 000 0000 0 000	SCHOOL SUPPLIES		870.89		N	
<b>Vendor ID: JACKSO</b>	<b>JACKSON SERVICES, INC</b>	<b>PO Number:</b>	<b>Invoice Number: 5042152</b>		<b>Amount: 233.32</b>	
Description:		Invoice Date: 06/15/2023	Due Date: 06/19/2023	Status: A	1099 Amount: 0.00	
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:		
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>
01 2610 420 000 0000 0 000	RUGS & MOPS		233.32		N	
<b>Vendor ID: JJZAK</b>	<b>JJ &amp; ZAK</b>	<b>PO Number:</b>	<b>Invoice Number: 61523</b>		<b>Amount: 3,299.00</b>	
Description:		Invoice Date: 06/15/2023	Due Date: 06/19/2023	Status: A	1099 Amount: 0.00	
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:		
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>
01 2213 330 000 0000 0 000	POWER OF ICU		3,299.00		N	
<b>Vendor ID: JOHNDEERE</b>	<b>JOHN DEERE FINANCIAL</b>	<b>PO Number:</b>	<b>Invoice Number: 3445141</b>		<b>Amount: 1,854.15</b>	
Description:		Invoice Date: 06/15/2023	Due Date: 06/19/2023	Status: A	1099 Amount: 0.00	
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:		
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>
01 2610 440 000 0000 0 000	EQUIPMENT PAYMENT		1,087.31		N	
01 2610 610 000 0000 0 000	MOWER PARTS		766.84		N	

<b>Vendor ID: LAKESH</b>	<b>LAKESHORE LEARNING MATERIALS</b>	<b>PO Number:</b>	<b>Invoice Number: 563896033123</b>	<b>Amount:</b>	<b>538.55</b>
Description:		Invoice Date: 06/15/2023	Due Date: 06/19/2023	Status: A	1099 Amount: 0.00
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:	
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>
01 1200 610 000 0000 0 000	SPED SUPPLIES		508.78		N
01 1190 610 002 0000 0 000	PK SUPPLIES		3.79		N
01 1100 610 002 0010 0 000	1ST SUPPLIES		25.98		N
					<u>In Full</u>
<b>Vendor ID: LINGO</b>	<b>LINGO</b>	<b>PO Number:</b>	<b>Invoice Number: 61523</b>	<b>Amount:</b>	<b>306.27</b>
Description:		Invoice Date: 06/15/2023	Due Date: 06/19/2023	Status: A	1099 Amount: 0.00
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:	
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>
01 2590 530 000 0000 0 000	LONG DISTANCE		306.27		N
					<u>In Full</u>
<b>Vendor ID: MATHESON</b>	<b>MATHESON TRI-GAS INC.</b>	<b>PO Number:</b>	<b>Invoice Number: 52176267</b>	<b>Amount:</b>	<b>872.16</b>
Description:		Invoice Date: 06/15/2023	Due Date: 06/19/2023	Status: A	1099 Amount: 0.00
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:	
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>
01 1100 610 001 0180 0 000	IND ARTS SUPPLIES		872.16		N
					<u>In Full</u>
<b>Vendor ID: MCILNA</b>	<b>MCILNAY &amp; COMPANY</b>	<b>PO Number:</b>	<b>Invoice Number: 14416</b>	<b>Amount:</b>	<b>1,803.03</b>
Description:		Invoice Date: 06/15/2023	Due Date: 06/19/2023	Status: A	1099 Amount: 0.00
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:	
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>
01 2620 431 000 0000 0 000	REPLACED TOILETS IN OUTSIDE CONCESSIONS		1,803.03		N
					<u>In Full</u>
<b>Vendor ID: MENARD</b>	<b>MENARDS</b>	<b>PO Number:</b>	<b>Invoice Number: 86975,87394,86036</b>	<b>Amount:</b>	<b>2,007.26</b>
Description:		Invoice Date: 06/15/2023	Due Date: 06/19/2023	Status: A	1099 Amount: 0.00
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:	
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>
01 2610 610 000 0000 0 000	CUSTODIAL SUPPLIES		2,007.26		N
					<u>In Full</u>
<b>Vendor ID: MIDAME</b>	<b>MID-AMERICAN RESEARCH CHEMICAL</b>	<b>PO Number:</b>	<b>Invoice Number: 0792404</b>	<b>Amount:</b>	<b>1,680.00</b>
Description:		Invoice Date: 06/15/2023	Due Date: 06/19/2023	Status: A	1099 Amount: 0.00
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:	
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>
01 2610 610 000 0000 0 000	FLOOR FINISH		1,680.00		N
					<u>In Full</u>
<b>Vendor ID: MOHAWKUSA</b>	<b>MOHAWK USA</b>	<b>PO Number:</b>	<b>Invoice Number: 10989</b>	<b>Amount:</b>	<b>3,471.99</b>
Description:		Invoice Date: 06/15/2023	Due Date: 06/19/2023	Status: A	1099 Amount: 0.00
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:	
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>
01 6992 650 000 0000 0 000	GTX LITE CASES		3,471.99		N
					<u>In Full</u>

Invoice Listing - Detail  
JUNE 2023 GENERAL FUND INVOICES

Vendor ID:	Vendor Name:	PO Number:	Invoice Number:	Amount:
<b>MORLEYATHL</b>	<b>MORLEY ATHLETIC SUPPLY CO, INC</b>		<b>AM-241</b>	<b>6,857.01</b>
Description:		Invoice Date: 06/15/2023	Due Date: 06/19/2023	Status: A 1099 Amount: 0.00
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>
01 6998 733 000 0000 0 000	SIDELINE CHAIRS & CHAIR CADDIE		6,857.01	N
<b>NAPAAUTO</b>	<b>NAPA AUTO AND TRUCK PARTS</b>		<b>4292023</b>	<b>3.90</b>
Description:		Invoice Date: 06/15/2023	Due Date: 06/19/2023	Status: A 1099 Amount: 0.00
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>
01 2710 610 000 0000 0 000	SUPPLY		3.90	0.00 N
<b>NASSP</b>	<b>NASSP</b>		<b>9001675946</b>	<b>385.00</b>
Description:		Invoice Date: 06/15/2023	Due Date: 06/19/2023	Status: A 1099 Amount: 0.00
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>
01 2410 810 001 0000 0 000	NATIONAL HONOR SOCIETY MEMBERSHIP		385.00	N
<b>NCSA</b>	<b>NE COUNCIL OF SCHOOL ADMINISTRATORS</b>		<b>61523</b>	<b>570.00</b>
Description:		Invoice Date: 06/15/2023	Due Date: 06/19/2023	Status: A 1099 Amount: 0.00
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>
01 2410 810 002 0000 0 000	ADMIN DAYS		260.00	N
01 2320 810 000 0000 0 000	ADMIN DAYS		260.00	N
01 2590 810 000 0000 0 000	LEGAL SESSION		50.00	N
<b>ORKINP</b>	<b>ORKIN PEST CONTROL</b>		<b>245224666</b>	<b>126.25</b>
Description:		Invoice Date: 06/15/2023	Due Date: 06/19/2023	Status: A 1099 Amount: 0.00
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>
01 2610 420 000 0000 0 000	PEST CONTROL		126.25	N
<b>PAYFLEX</b>	<b>PAY FLEX</b>		<b>61523</b>	<b>100.00</b>
Description:		Invoice Date: 06/15/2023	Due Date: 06/19/2023	Status: A 1099 Amount: 0.00
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>
01 1100 291 000 0000 0 000	ADMIN FEE		100.00	N
<b>PINNACLEOM</b>	<b>PINNACLE BANK</b>		<b>61523</b>	<b>1,330.97</b>
Description:		Invoice Date: 06/15/2023	Due Date: 06/19/2023	Status: A 1099 Amount: 0.00
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>
01 2320 610 000 0000 0 000	STAFF AWARDS		708.39	N
01 2590 643 000 0000 0 000	BAMBOO		536.60	N
01 1190 610 002 0000 0 000	PK FIELD TRIP		30.00	N

01 2130 610 000 0000 0 000	PORTABLE NEBULIZER	55.98	N				
<b>Vendor ID: PITNEY</b>	<b>PITNEY BOWES GLOBAL FINANCIAL SERVICES</b>	<b>PO Number:</b>	<b>Invoice Number: 3317519906</b>	<b>Amount:</b>	<b>227.97</b>		
Description:		Invoice Date: 06/15/2023	Due Date: 06/19/2023	Status: A	1099 Amount: 0.00		
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:			
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>	
01 2590 443 000 0000 0 000	POSTAGE MACHINE PAYMENT		227.97		N		
<b>Vendor ID: POLKCORPP</b>	<b>POLK CO. RURAL PUBLIC POWER DISTRICT</b>	<b>PO Number:</b>	<b>Invoice Number: 61523</b>	<b>Amount:</b>	<b>8,092.95</b>		
Description:		Invoice Date: 06/15/2023	Due Date: 06/19/2023	Status: A	1099 Amount: 0.00		
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:			
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>	
01 2610 621 000 0000 0 000	ELECTRICITY		8,092.95		N		
<b>Vendor ID: POWERSCHOO</b>	<b>POWERSCHOOL GROUP LLC</b>	<b>PO Number:</b>	<b>Invoice Number: 348185</b>	<b>Amount:</b>	<b>6,075.83</b>		
Description:		Invoice Date: 06/15/2023	Due Date: 06/19/2023	Status: A	1099 Amount: 0.00		
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:			
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>	
01 2230 735 000 0000 0 000	POWERS SCHOOL		6,075.83		N		
<b>Vendor ID: QUILL</b>	<b>QUILL CORPORATION</b>	<b>PO Number:</b>	<b>Invoice Number: 61523</b>	<b>Amount:</b>	<b>766.57</b>		
Description:		Invoice Date: 06/15/2023	Due Date: 06/19/2023	Status: A	1099 Amount: 0.00		
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:			
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>	
01 1100 610 000 0170 0 000	MUSIC SUPPLIES		41.46		N		
01 1100 610 000 0150 0 000	PE SUPPLIES		159.95		N		
01 2590 610 000 0000 0 000	OFFICE SUPPLIES		333.05		N		
01 1190 610 002 0000 0 000	PK SUPPLIES		51.25		N		
01 1100 610 002 0070 0 000	K SUPPLIES		171.86		N		
01 2230 610 000 0000 0 000	TECH SUPPLIES		9.00		N		
<b>Vendor ID: READ</b>	<b>READ NATURALLY</b>	<b>PO Number:</b>	<b>Invoice Number: 261163</b>	<b>Amount:</b>	<b>690.00</b>		
Description:		Invoice Date: 06/15/2023	Due Date: 06/19/2023	Status: A	1099 Amount: 0.00		
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:			
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>	
01 1200 643 000 0000 0 000	READ LIVE LISC		690.00		N		
<b>Vendor ID: REALLY</b>	<b>REALLY GOOD STUFF, LLC</b>	<b>PO Number:</b>	<b>Invoice Number: 61523</b>	<b>Amount:</b>	<b>551.73</b>		
Description:		Invoice Date: 06/15/2023	Due Date: 06/19/2023	Status: A	1099 Amount: 0.00		
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:			
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>	
01 1150 610 000 0000 0 000	ELL SUPPLIES		412.14		N		
01 2120 610 002 0000 0 000	GUIDANCE SUPPLIES		30.54		N		
01 1100 610 000 0170 0 000	MUSIC SUPPLIES		28.80		N		
01 1190 610 002 0000 0 000	PK SUPPLIES		19.18		N		

Invoice Listing - Detail  
JUNE 2023 GENERAL FUND INVOICES

01 1100 610 002 0070 0 000 K SUPPLIES 57.20 N  
01 1100 610 002 0040 0 000 4TH SUPPLIES 3.87 N

**Vendor ID: REARDONLAW REARDON LAWN & GARDEN PO Number: Invoice Number: 3726 Amount: 184.74**  
 Description: Invoice Date: 06/15/2023 Due Date: 06/19/2023 Status: A 1099 Amount: 0.00  
 Sequence: 1 Check Type: Checking Account ID: Check Number: Check Date:  
Chart of Account Number Detail Description Cost Center ID Detail Amount 1099 Detail Amount Asset/Asset Tag In Full  
 01 2620 431 000 0000 0 000 WORK DONE ON WEED EATER 184.74 N

**Vendor ID: RESERVE RESERVE ACCOUNT PO Number: Invoice Number: 61523 Amount: 1,000.00**  
 Description: Invoice Date: 06/15/2023 Due Date: 06/19/2023 Status: A 1099 Amount: 0.00  
 Sequence: 1 Check Type: Checking Account ID: Check Number: Check Date:  
Chart of Account Number Detail Description Cost Center ID Detail Amount 1099 Detail Amount Asset/Asset Tag In Full  
 01 2590 531 000 0000 0 000 POSTAGE 1,000.00 N

**Vendor ID: SSWORLD S & S WORLDWIDE PO Number: Invoice Number: 101198402 Amount: 10.40**  
 Description: Invoice Date: 06/15/2023 Due Date: 06/19/2023 Status: A 1099 Amount: 0.00  
 Sequence: 1 Check Type: Checking Account ID: Check Number: Check Date:  
Chart of Account Number Detail Description Cost Center ID Detail Amount 1099 Detail Amount Asset/Asset Tag In Full  
 01 1100 610 001 0100 0 000 HS ENGLISH SUPPLIES 10.40 N

**Vendor ID: SCHOHEALTH SCHOOL HEALTH CORPORATION PO Number: Invoice Number: 4186520-00 Amount: 49.07**  
 Description: Invoice Date: 06/15/2023 Due Date: 06/19/2023 Status: A 1099 Amount: 0.00  
 Sequence: 1 Check Type: Checking Account ID: Check Number: Check Date:  
Chart of Account Number Detail Description Cost Center ID Detail Amount 1099 Detail Amount Asset/Asset Tag In Full  
 01 1200 610 000 0000 0 000 INSIDE OUT BALL SET 49.07 N

**Vendor ID: SCHOSP SCHOOL SPECIALITY PO Number: Invoice Number: 61523 Amount: 3,431.28**  
 Description: Invoice Date: 06/15/2023 Due Date: 06/19/2023 Status: A 1099 Amount: 0.00  
 Sequence: 1 Check Type: Checking Account ID: Check Number: Check Date:  
Chart of Account Number Detail Description Cost Center ID Detail Amount 1099 Detail Amount Asset/Asset Tag In Full  
 01 1100 610 003 0100 0 000 MS ENGLISH SUPPLIES 132.34 N  
 01 1100 610 000 0000 0 000 CROMER & DISTRICT SUPPLIES 787.06 N  
 01 1100 610 000 0150 0 000 PE SUPPLIES 557.89 N  
 01 1100 610 001 0140 0 000 HS MATH SUPPLIES 117.16 N  
 01 1100 610 001 0145 0 000 HS SCIENCE SUPPLIES 45.50 N  
 01 2120 610 002 0000 0 000 ELEM GUIDANCE SUPPLIES 51.14 N  
 01 1200 610 000 0000 0 000 SPED SUPPLIES 67.05 N  
 01 2410 610 002 0000 0 000 ELEM SUPPLIES 545.97 N  
 01 2590 610 000 0000 0 000 OFFICE SUPPLIES 228.83 N  
 01 1190 610 002 0000 0 000 PK SUPPLIES 308.38 N  
 01 1100 610 002 0070 0 000 K SUPPLIES 505.16 N  
 01 1100 610 002 0040 0 000 4TH SUPPLIES 84.80 N

**Vendor ID: SCHUETHB SCHUETH, BECKY PO Number: Invoice Number: 61523 Amount: 17.15**

**Invoice Listing - Detail**  
JUNE 2023 GENERAL FUND INVOICES

Description: Invoice Date: 06/15/2023 Due Date: 06/19/2023 Status: A 1099 Amount: 0.00  
 Sequence: 1 Check Type: Checking Account ID: Check Number: Check Date:  
Chart of Account Number Detail Description Cost Center ID Detail Amount 1099 Detail Amount Asset/Asset Tag In Full  
 01 1100 610 001 0140 0 000 REIMBURSE FOR MATH SUPPLY 17.15 N

**Vendor ID: SHELBYAUTO SHELBY AUTO CLINIC PO Number: Invoice Number: 038141 Amount: 286.68**

Description: Invoice Date: 06/15/2023 Due Date: 06/19/2023 Status: A 1099 Amount: 80.00  
 Sequence: 1 Check Type: Checking Account ID: Check Number: Check Date:  
Chart of Account Number Detail Description Cost Center ID Detail Amount 1099 Detail Amount Asset/Asset Tag In Full  
 01 2710 626 000 0000 0 000 OIL 179.20 N  
 01 2730 431 000 0000 0 000 BUS 21 OIL CHANGE 107.48 80.00 N

**Vendor ID: SHELBY SHELBY LUMBER CO. PO Number: Invoice Number: 61523 Amount: 1,326.10**

Description: Invoice Date: 06/15/2023 Due Date: 06/19/2023 Status: A 1099 Amount: 0.00  
 Sequence: 1 Check Type: Checking Account ID: Check Number: Check Date:  
Chart of Account Number Detail Description Cost Center ID Detail Amount 1099 Detail Amount Asset/Asset Tag In Full  
 01 2610 610 000 0000 0 000 CUSTODIAL SUPPLIES 437.60 N  
 01 1100 610 001 0180 0 000 LUMBER 888.50 N

**Vendor ID: STAPLES STAPLES ADVANTAGE PO Number: Invoice Number: 61523 Amount: 3,478.89**

Description: Invoice Date: 06/15/2023 Due Date: 06/19/2023 Status: A 1099 Amount: 0.00  
 Sequence: 1 Check Type: Checking Account ID: Check Number: Check Date:  
Chart of Account Number Detail Description Cost Center ID Detail Amount 1099 Detail Amount Asset/Asset Tag In Full  
 01 1100 610 001 0135 0 000 AG SUPPLIES 135.51 N  
 01 1100 610 000 0160 0 000 BUSINESS 127.47 N  
 01 1100 610 001 0145 0 000 HS SCIENCE 46.49 N  
 01 1100 610 000 0000 0 000 CROMER 91.25 N  
 01 1100 610 000 0170 0 000 MUSIC 111.78 N  
 01 1100 610 003 0100 0 000 MS ENGLISH 224.84 N  
 01 1100 610 000 0150 0 000 PE 84.92 N  
 01 1100 610 001 0140 0 000 HS MATH 543.76 N  
 01 2120 610 002 0000 0 000 ELEM GUIDANCE 110.46 N  
 01 1100 610 000 0170 0 000 MUSIC 158.28 N  
 01 1200 610 000 0000 0 000 SPED 99.20 N  
 01 2590 610 000 0000 0 000 OFFICE 292.67 N  
 01 1190 610 002 0000 0 000 PK 269.89 N  
 01 1100 610 002 0070 0 000 K 410.38 N  
 01 1100 610 002 0010 0 000 1ST 35.74 N  
 01 1100 610 002 0040 0 000 4TH 123.28 N  
 01 1100 610 002 0050 0 000 5TH 277.25 N  
 01 2230 650 000 0000 0 000 TECH 335.72 N

**Vendor ID: STRIVAV STRIV AV, LLC PO Number: Invoice Number: 2879 Amount: 151.08**

Description: Invoice Date: 06/15/2023 Due Date: 06/19/2023 Status: A 1099 Amount: 0.00

**Invoice Listing - Detail**  
JUNE 2023 GENERAL FUND INVOICES

Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:			
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>	
01 1100 610 002 0020 0 000	EARPHONES		151.08		N		
<b>Vendor ID: TRUCKCEN</b>	<b>TRUCK CENTER COMPANIES</b>	<b>PO Number:</b>	<b>Invoice Number: 108091380-01</b>	<b>Amount:</b>	<b>162.32</b>		
Description:		Invoice Date: 06/15/2023	Due Date: 06/19/2023	Status: A	1099 Amount: 0.00		
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:			
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>	
01 2730 431 000 0000 0 000	HEATER CORE		162.32		N		
<b>Vendor ID: VECTORSOLU</b>	<b>VECTOR SOLUTIONS</b>	<b>PO Number:</b>	<b>Invoice Number: 74610</b>	<b>Amount:</b>	<b>1,266.30</b>		
Description:		Invoice Date: 06/15/2023	Due Date: 06/19/2023	Status: A	1099 Amount: 0.00		
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:			
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>	
01 1100 643 000 0000 0 000	STAFF EVALUATIONS		1,266.30		N		
<b>Vendor ID: VERIZON</b>	<b>VERIZON WIRELESS</b>	<b>PO Number:</b>	<b>Invoice Number: 9935997165</b>	<b>Amount:</b>	<b>368.10</b>		
Description:		Invoice Date: 06/15/2023	Due Date: 06/19/2023	Status: A	1099 Amount: 0.00		
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:			
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>	
01 2710 530 000 0000 0 000	BUS PHONES		368.10		N		
<b>Vendor ID: VILLAG</b>	<b>VILLAGE OF SHELBY</b>	<b>PO Number:</b>	<b>Invoice Number: 243653</b>	<b>Amount:</b>	<b>1,130.28</b>		
Description:		Invoice Date: 06/15/2023	Due Date: 06/19/2023	Status: A	1099 Amount: 485.00		
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:			
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>	
01 2610 410 000 0000 0 000	WATER, SEWER & GARBAGE		1,130.28	485.00	N		
<b>Vendor ID: WINDSTREAM</b>	<b>WINDSTREAM NEBRASKA INC.</b>	<b>PO Number:</b>	<b>Invoice Number: 61523</b>	<b>Amount:</b>	<b>765.60</b>		
Description:		Invoice Date: 06/15/2023	Due Date: 06/19/2023	Status: A	1099 Amount: 0.00		
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:			
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>	
01 2590 382 000 0000 0 000	SCHOOL - 571.02, BUS BARN - 194.58		765.60		N		
<b>Vendor ID: YOURPUBLIC</b>	<b>YOUR PUBLICATION</b>	<b>PO Number:</b>	<b>Invoice Number: 1158931,933</b>	<b>Amount:</b>	<b>10.94</b>		
Description:		Invoice Date: 06/15/2023	Due Date: 06/19/2023	Status: A	1099 Amount: 0.00		
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:			
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>	
01 2310 540 000 0000 0 000	LEGAL POSTING		10.94		N		

Batch 1099 Total:	25,990.22	Batch Total:	157,959.12
Report 1099 Total:	25,990.22	Report Total:	157,959.12

BUDGET REPORT

MAY 2023 GENERAL FUND

Account Number	Account Description	BUDGETED	EXPENDED	BALANCE OF EOM
01	GENERAL FUND			
1100	REGULAR INSTRUCTIONAL PROGRAMS	\$3,259,440.00	\$271,483.43 #	\$788,417.73
1150	ENGLISH LANGUAGE LEARNERS	\$117,300.00	\$6,447.75 #	\$59,271.78
1160	POVERTY - After School Program	\$76,200.00	\$2,375.22 #	\$49,829.53
1190	PRESCHOOL	\$123,100.00	\$10,675.80 #	\$27,512.83
1100	REGULAR INSTRUCTIONAL PROGRAMS	\$3,576,040.00	\$290,982.20 #	\$925,031.87
1200	SPECIAL EDUCATION PROGRAMS	\$484,300.00	\$47,431.90 #	(\$2,451.55)
1291	SPED AGES 3-5	\$2,000.00	\$4,626.00 #	(\$42,322.45)
1292	SPED AGES 0-2	\$9,000.00	\$600.00 #	\$6,011.57
1295	UNIFIED SPORTS	\$2,025.00	\$0.00 #	\$408.05
1200	SPECIAL EDUCATION PROGRAMS	\$497,325.00	\$52,657.90 #	(\$38,354.38)
2120	GUIDANCE SERVICES	\$212,350.00	\$13,217.62 #	\$91,360.25
2130	HEALTH SERVICES	\$72,150.00	\$6,912.41 #	\$19,500.12
2140	PSYCHOLOGICAL SERVICES	\$90,000.00	\$2,373.00 #	\$57,709.20
2141	SPED Psychological services - Age S.A.	\$4,000.00	\$5,583.11 #	(\$19,624.25)
2142	PSYCH SPED 3-5	\$350.00	\$0.00 #	\$350.00
2151	SPEECH PATHOLOGY - SPED SCHOOL AGE	\$100,700.00	\$8,126.18 #	\$24,887.64
2152	SPEECH PATH SPED 3-5	\$11,500.00	\$2,136.41 #	(\$11,319.43)
2153	SPEECH PATH & AUDIOLOGY SERVICES	\$1,600.00	\$0.00 #	\$1,600.00
2161	SPED Occupational Therapy - Age S.A.	\$17,000.00	\$4,784.27 #	(\$26,543.09)
2163	SPED Occupational Therapy - Age 0-2	\$0.00	\$18.25 #	(\$1,267.93)
2171	SPED Physical Therapy - Age S.A.	\$7,000.00	\$322.63 #	\$153.92
2173	SPED Physical Therapy - Age 0-2	\$50.00	\$38.61 #	(\$751.89)
2100	SUPPORTIVE SERVICES PUPILS	\$516,700.00	\$43,512.49 #	\$136,054.54
2211	SCHOOL IMPROVEMENT	\$1,650.00	\$183.99 #	(\$79.22)
2213	INSTRUCTIONAL STAFF TRAINING	\$7,800.00	\$0.00 #	\$2,640.38
2214	IMPLEMENTATION OF STANDARDS	\$1,850.00	\$0.00 #	\$1,850.00
2219	OTHER IMPROVEMENT INSTRUCTION SERVICES	\$600.00	\$0.00 #	\$600.00
2220	LIBRARY/MEDIA SERVICE	\$110,900.00	\$9,168.71 #	\$25,900.31
2224	EDUCATIONAL TV SERVICES	\$8,000.00	\$0.00 #	\$8,000.00
2230	INSTRUCTION RELATED TECHNOLOGY	\$151,000.00	\$23,968.40 #	\$23,833.84
2240	ACADEMIC STUDENT ASSESSMENT	\$9,425.00	\$0.00 #	\$8,642.43
2200	SUPPORT SERVICES STAFF	\$291,225.00	\$33,321.10 #	\$71,387.74
2310	BOARD OF EDUCATION	\$40,200.00	\$801.15 #	\$11,055.70
2320	EXECUTIVE ADMINISTRATION	\$215,300.00	\$17,387.65 #	\$65,020.62
2330	DISTRICT LEGAL SERVICES	\$10,000.00	\$0.00 #	\$2,777.79
2300	SUPPORT SERVICES-GEN ADMIN	\$265,500.00	\$18,188.80 #	\$78,854.11
2410	OFFICE OF THE PRINCIPAL	\$284,600.00	\$11,099.77 #	\$182,057.92
2490	SCHOOL ADMIN - OTHER	\$2,000.00	\$0.00 #	\$501.90
2400	OFFICE OF PRINCIPAL	\$286,600.00	\$11,099.77 #	\$182,559.82
2510	GENERAL ADMIN-BUSINESS SERVICE	\$12,000.00	\$0.00 #	\$2,029.00
2590	GENERAL ADMIN - BUSINESS SERVICE	\$241,900.00	\$22,382.60 #	\$38,046.99
2500	SUPPORT SERVICES-BUSINESS	\$253,900.00	\$22,382.60 #	\$40,075.99
2610	OPERATION OF PLANT	\$464,200.00	\$35,658.53 #	\$70,042.68
2620	MAINTENANCE OF PLANT	\$161,800.00	\$516.95 #	\$95,532.79
2640	CARE & UPKEEP OF EQUIPMENT	\$300.00	\$0.00 #	\$300.00
2650	GENERAL PURPOSE VEHICLES	\$2,000.00	\$0.00 #	\$173.00
2660	SECURITY	\$11,500.00	\$0.00 #	\$11,500.00
2670	SCHOOL SAFETY	\$8,900.00	\$0.00 #	\$4,599.75
2600	SUPPORT SERVICES-BLDGS & SITES	\$648,700.00	\$36,175.48 #	\$182,148.22
2710	Pupil Transportation - Regular ED	\$383,700.00	\$18,840.63 #	\$208,426.27
2712	SCHOOL AGE SPEC ED TRANSPORT	\$85,175.00	\$1,136.00 #	\$73,310.88
2730	VEHICLE SERVICING & MAINTENANCE	\$18,000.00	\$850.87 #	(\$11,177.25)
2700	SUPPORT SERVICES-PUPIL TRANS	\$486,875.00	\$20,827.50 #	\$270,559.90
4600	SITE IMPROVEMENTS	\$0.00	\$0.00 #	(\$720.90)
4600	SITE IMPROVEMENTS	\$0.00	\$0.00 #	(\$720.90)
4700	BUILDING IMPROVEMENTS	\$115,000.00	\$1,876.26 #	\$95,031.20
4700	BUILDING IMPROVEMENTS	\$115,000.00	\$1,876.26 #	\$95,031.20
6200	TITLE I	\$121,750.00	\$8,083.30 #	\$29,829.77
6200	TITLE I	\$121,750.00	\$8,083.30 #	\$29,829.77
6406	IDEA 3-5 SPED	\$3,500.00	\$0.00 #	\$3,500.00
6408	IDEA PART B 0-21	\$78,000.00	\$0.00 #	\$78,000.00
6422	IDEA ARP PART B - 619	\$1,500.00	\$0.00 #	\$1,500.00
6400	6400	\$83,000.00	\$0.00 #	\$83,000.00

6990	OTHER FEDERAL CATEGORICAL PROGRAMS	\$100.00	\$0.00 #	\$100.00
6992	REAP - FEDERAL SERVICES	\$40,000.00	\$7,779.86 #	\$19,501.14
6997	COVID - ESSER II	\$98,700.00	\$0.00 #	\$56,332.00
6998	ESSERS III	\$59,800.00	\$0.00 #	\$51,572.34
6900	6900	\$198,600.00	\$7,779.86 #	\$127,505.48
8000	TRANSFERS	\$50,000.00	\$0.00 #	\$50,000.00
8000	TRANSFERS	\$50,000.00	\$0.00 #	\$50,000.00
01	GENERAL FUND	\$7,391,215.00	\$546,887.26 #	\$2,232,963.36

Revenue Summary Report

MAY 2023 GENERAL FUND

Fund: 01 GENERAL FUND			
<u>Account Number</u>	<u>Description</u>	<u>During Month</u>	<u>To Date</u>
01 1100	LEVIED TAXES	1,048,187.14	4,086,564.34
01 1115	CARLINE TAX	1,495.84	1,855.34
01 1120	PUBLIC POWER DIST. TAX	0.00	31,564.66
01 1125	MOTOR VEHICLES TAX	16,205.56	191,860.96
01 1140	INTEREST	33.23	12,098.73
01 1370	PRESCHOOL TUITION	546.25	7,121.20
01 1510	INTEREST ON INVESTMENT	3,658.87	14,080.32
01 1990	OTHER LOCAL RECEIPTS	0.00	1,984.20
	Subtotal: LOCAL RECIEPTS	1,070,126.89	4,347,129.75
01 2110	FINES & LICENSE FEES	860.47	9,422.28
01 2210	ESU RECEIPTS	931.74	8,226.44
	Subtotal: COUNTY AND ESU RECEIPTS	1,792.21	17,648.72
01 3110	STATE AID	53,267.00	479,579.00
01 3120	SPECIAL ED. PROGRAMS	44,142.00	236,588.00
01 3125	SPECIAL ED. TRANSPORTATION	9,935.00	9,935.00
01 3130	HOMESTEAD EXEMPTION	7,027.79	21,083.37
01 3131	PROPERTY TAX CREDIT	0.00	488,475.12
01 3180	PRO-RATA MOTOR VEHICLE	0.00	8,169.34
01 3400	STATE APPORTIONMENT TAX	0.00	59,725.14
01 3535	HIGH ABILITY LEARNERS	0.00	2,616.00
	Subtotal: STATE RECEIPTS	114,371.79	1,306,170.97
01 4505	TITLE I	26,332.00	39,657.00
01 4708	MEDICAID	3,018.11	9,485.23
	Subtotal: FEDERAL RECEIPTS	29,350.11	49,142.23
01 5300	INSURANCE ADJUSTMENTS	0.00	67,707.60
01 5690	OTHER NON-REVENUE RECEIPTS	5,191.42	15,706.92
	Subtotal: NON-REVENUE RECEIPTS	5,191.42	83,414.52
	Fund Total:	1,220,832.42	5,803,506.19
	Grand Total:	1,220,832.42	5,803,506.19

**SHELBY-RISING CITY PUBLIC SCHOOL  
FINANCIAL REPORT  
GENERAL FUND - PETTY CASH**

**Balance 05/01/23            \$ 6,560.30**

**RECEIPTS:**

General Fund Reimbursement	\$ 649.65
2nd Grade Field Trip	\$ 279.00
3rd Grade Field Trip	\$ 246.00

**Total Receipts:            \$ 1,174.65**

**DISBURSEMENTS:**

Lincoln Childrens Museum	\$ 351.50
Capital One - Wal-Mart	\$ 396.80
Angel Barnes - CRC Scholarship	\$ 100.00
Kole Eickmeier - CRC	\$ 100.00
Constellation	\$ 1,054.12

**Total Disbursements:    \$ 2,002.42**

**Balance: 05/31/23        \$ 5,732.53**

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**Special Deposits:**

Innovations Grant	\$ 1,000.00
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**SHELBY-RISING CITY PUBLIC SCHOOL  
FINANCIAL REPORT  
BUILDING FUND**

Balance 05/01/23                    \$    164,087.06

**RECEIPTS:**

Polk County Treasurer	\$	5,001.50
Butler County Treasurer	\$	3,130.08
Interest	\$	218.00

Total Receipts:                    \$        8,349.58

**DISBURSEMENTS:**

Total Disbursements:            \$            -

Balance: 05/31/23                    \$    172,436.64

**SHELBY-RISING CITY PUBLIC SCHOOL  
FINANCIAL REPORT  
GENERAL FUND - BOND FUND**

Balance 05/01/23            \$ 595,809.49

**RECEIPTS:**

Polk Co. Treasury	\$ 114,852.32
Butler Co. Treasury	\$ 71,893.96
Interest	\$ 921.27

Total Receipts:            \$ 187,667.55

**DISBURSEMENTS:**

Total Disbursements:    \$ -

Balance: 05/31/23            \$ 783,477.04

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**SHELBY-RISING CITY PUBLIC SCHOOL  
FINANCIAL REPORT  
EMPLOYEE BENEFIT ACCOUNT**

Beginning Balance 05/01/23:       \$       19,779.63

**Receipts:**

General Fund                               \$     3,994.50

**Total Receipted:**                               \$       **3,994.50**

\$               -

**Expended Out:**

Monthly Claims                           \$     108.52

Monthly Claims                           \$     41.72

Monthly Claims                           \$     434.52

Monthly Claims                           \$     435.46

**Total Expended Out:**                               \$       **1,020.22**

**Ending Balance 05/31/23:       \$       22,753.91**

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**SHELBY - RISING CITY PUBLIC SCHOOL**  
**FINANCIAL REPORT**  
**GENERAL FUND**

Balance: 05/01/23 \$ 1,819,476.52

**RECEIPTS:**

State of NE -Sped Transportation	\$	9,935.00	
State of NE - Medicaid	\$	1,907.57	
Polk Co. Treas. - Motor	\$	10,443.24	
Polk Co. Treas. - Levied	\$	644,617.29	
Polk Co. Treas. - Interest	\$	25.13	
Polk Co. Treas. - Fines & Lisc.	\$	248.24	
Polk Co. Treas. - Homestead	\$	4,624.28	
Polk Co. Treas. - Carline	\$	649.79	
State of NE - Title one	\$	26,332.00	
Savings - Interest	\$	6.93	
Butler Co. Treas. - Motor	\$	5,792.32	
Butler Co. Treas. - Levied	\$	403,569.85	
Butler Co. Treas. - Interest	\$	8.10	
Butler Co. Treas. - Homestead	\$	2,403.51	
Butler Co. Treas. - Carline	\$	846.05	
Butler Co. Treas. - Fines & Lisc.	\$	612.23	
Preschool - Tuition	\$	546.25	
State of NE - Sped SA	\$	44,142.00	
Petty Cash - Interest	\$	7.40	
Grant Gabel - Reimbursement for expense	\$	191.42	
ESU7 - NETA Reimbursement	\$	931.74	
Bayer - Future Stem	\$	5,000.00	
Stat of NE - State Aid	\$	53,267.00	
State of NE - Medicaid	\$	1,110.54	
Bank - Interest	\$	3,644.54	
SRC Lunch Fund - Salaries	\$	7,273.17	
<b>Total Receipts:</b>			<b>\$ 1,228,135.59</b>

**DISBURSEMENTS:**

Payrol	\$	465,525.01	
Invoices	\$	88,635.42	
<b>Total Disbursements:</b>			<b>\$ 554,160.43</b>

Balance: 05/31/23 \$ 2,493,451.68

	\$	2,493,451.68	
Savings Account	\$	9,035.76	

<b>Total General Fund Assets 05/31/23</b>			<b>\$ 2,502,487.44</b>
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# SUMMARY SHEET

May 31, 2023

Account Name:	Amount	Amount to CD
General Fund	\$ 2,493,451.68	
General Fund Savings	\$ 9,035.76	
Nutrition Fund	\$ 76,384.06	
Petty Cash	\$ 5,732.53	
Building	\$ 172,436.64	
Depreciation	\$ 353,000.98	\$ 172,000.00
Employment Benefit	\$ 22,753.91	
Bond	\$ 783,477.04	
Activity Fund	\$ 78,273.90	
<u>Total of Accounts</u>	<u>\$ 3,994,546.50</u>	<u>\$ 172,000.00</u>
<b><u>Total of All Accounts</u></b>		<b><u>\$ 4,166,546.50</u></b>

**SHELBY - RISING CITY PUBLIC SCHOOLS**  
**FINANCIAL REPORT**  
**NUTRITION FUND**

**Beginning Balance 05/01/23**

**\$ 85,376.80**

**RECEIPTS:**

	<b>AMOUNT</b>
Family Receipts	\$ 6,099.40
Online Lunch Payments	\$ 881.85
Interest	\$ 101.58
State of NE Reimbursement	\$ 10,510.02
Seconds	\$ 148.00
<b><u>Total Receipts</u></b>	<b><u>\$ 17,740.85</u></b>

**DISBURSEMENTS:**

<b>Name:</b>	<b>Ck No.</b>	<b>AMOUNT</b>
Lee's Refrigeration	3171	3518.29
Cash-Wa Distributing	3172	\$ 5,451.83
Bimbo Bakeries USA	3173	\$ 686.38
Hiland Dairy	3174	\$ 1,996.57
US Foods	3175	\$ 7,340.40
Cubby's	3176	\$ 22.00
Smart Sense	3177	\$ 365.00
University of NE	3178	\$ 45.00
SRC General Fund	3179	\$ 7,273.17
Magic Wrighter	6015	\$ 34.95

**\$ 26,733.59**

**Ending Balance 05/31/23**

**\$ 76,384.06**

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**SHELBY- RISING CITY PUBLIC SCHOOL  
FINANCIAL REPORT  
DEPRECIATION FUND  
May 31, 2023**

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	Beginning Balance	\$	352,228.97
<b>RECEIPTS:</b>			
Interest	\$	772.01	
<u>Total Receipts:</u>		\$	772.01
<b>DISBURSEMENTS:</b>			
<u>Total Disbursements:</u>		\$	-
	<b>Ending Balance:</b>	\$	353,000.98
Certificate of Deposit		\$	172,000.00
Total Depreciation and Certificate of Deposit		\$	525,000.98

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**SHELBY-RISING CITY PUBLIC SCHOOL**  
**FINANCIAL REPORT**  
**STUDENT ACTIVITY FUND**

Balance:            5/1/23            \$126,191.46

**RECEIPTS:**

Total Receipts                            \$    9,618.38

**Total Receipts:**                            \$    9,618.38

**DISBURSEMENTS:**

Total Disbursements                            \$    19,535.94

**Total Disbursements:**                            \$    19,535.94

Balance:            5/31/23            \$    116,273.90

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Balance of Account:	\$ 116,273.90
Certificate of Deposit at Pinnacle Bank	\$ 38,000.00
Total in Activity Fund Checking	<u>\$ 78,273.90</u>

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<u>Account Number</u>	<u>Description</u>	<u>Previous Balance</u>	<u>Current Month</u>	<u>Ending Balance</u>
Fund: 05	ACTIVITIES FUND			
<u>Current Assets</u>				
05 101	CASH/ACTIVITY FUND	126,320.83	(9,917.56)	116,403.27
	Current Assets Subtotal:	126,320.83	(9,917.56)	116,403.27
Total Assets and Deferred Outflows of Resources:		126,320.83	(9,917.56)	116,403.27
<u>Fund Balance</u>				
05 704 0414	FUND BALANCE/ART CLASS	22.92	0.00	22.92
05 704 0434	FUND BALANCE/CD	299.00	0.00	299.00
05 704 4010	FUND BALANCE - ATHLETICS	(36,882.11)	(1,309.19)	(38,191.30)
05 704 4019	FUND BALANCE - BOYS GOLF	715.00	0.00	715.00
05 704 4020	FUND BALANCE - CONCESSION	12,772.56	151.25	12,923.81
05 704 4030	FUND BALANCE - NHS	648.30	0.00	648.30
05 704 4040	FUND BALANCE - SRC CLUB	5,373.93	0.00	5,373.93
05 704 4050	FUND BALANCE - CLASS OF 2023	2,386.21	(1,742.49)	643.72
05 704 4060	FUND BALANCE - CLASS OF 2025	1,357.89	0.00	1,357.89
05 704 4070	FUND BALANCE - JUST FOR KIDS	2,391.06	0.00	2,391.06
05 704 4080	FUND BALANCE - CLASS OF 2024	1,324.69	(50.95)	1,273.74
05 704 4090	FUND BALANCE - CLASS OF 2022	492.00	0.00	492.00
05 704 4100	FUND BALANCE - YEARBOOK	1,745.26	0.00	1,745.26
05 704 4110	FUND BALANCE - MUSIC	(162.19)	33.00	(129.19)
05 704 4120	FUND BALANCE - STUDENT COUNCIL	3,705.71	(82.15)	3,623.56
05 704 4130	FUND BALANCE - DANCE TEAM	135.80	(450.00)	(314.20)
05 704 4140	FUND BALANCE -MEMORIALS	5,830.28	0.00	5,830.28
05 704 4150	FUND BALANCE - DRUG & ALCHOL PREVENTION	2,496.52	0.00	2,496.52
05 704 4160	FUND BALANCE - SHOP	15,448.25	2,056.16	17,504.41
05 704 4170	FUND BALANCE - INTEREST	1,551.52	179.04	1,730.56
05 704 4180	FUND BALANCE - BOOK IT	1,242.54	(64.06)	1,178.48
05 704 4190	FUND BALANCE/SPEECH AND DRAMA	(3,173.81)	(519.24)	(3,693.05)
05 704 4200	FUND BALANCE - LAP TOP LEASE FEE	25,026.13	0.00	25,026.13
05 704 4210	FUND BALANCE - WELLNESS CENTER	15,886.84	(185.56)	15,701.28
05 704 4220	FUND BALANCE - FBLA	11,190.46	(1,959.30)	9,231.16
05 704 4230	FUND BALANCE - STAFF DEVELOPMENT	775.37	580.19	1,355.56
05 704 4240	FUND BALANCE - QUIZ BOWL	220.00	0.00	220.00
05 704 4250	FUND BALANCE - ALUMNI	1,141.01	0.00	1,141.01
05 704 4260	FUND BALANCE - VIDEO BOARD	8,228.37	0.00	8,228.37
05 704 4270	FUND BALANCE - FFA	23,819.63	(5,161.53)	18,658.10
05 704 4280	FUND BALANCE - CIRCLE OF FRIENDS	4,270.62	(1,611.00)	2,659.62
05 704 4290	FUND BALANCE - STUDENT FEES	3,268.00	0.00	3,268.00
05 704 4300	FUND BALANCE - FACILITY RENTAL	2,490.00	0.00	2,490.00
05 704 4310	FUND BALANCE - SUPERINTENDENT	4,661.40	0.00	4,661.40
05 704 4320	FUND BALANCE - UNIFIED BOWLING	1,209.96	0.00	1,209.96
05 704 4330	FUND BALANCE - 6-12 SPRING PLAY	1,552.38	251.64	1,804.02
05 704 4331	FUND BALANCE - STUDENT OF THE MONTH	1,348.01	(33.37)	1,314.64

<u>Account Number</u>	<u>Description</u>	<u>Previous Balance</u>	<u>Current Month</u>	<u>Ending Balance</u>
05 704 4332	FUND BALANCE FACILITY RENTAL	200.00	0.00	200.00
05 704 4333	FUND BALANCE - YADA	1,311.32	0.00	1,311.32
	Fund Balance Subtotal:	126,320.83	(9,917.56)	116,403.27
<u>Total Liabilities, Deferred Inflows of Resources, and Fund Equity:</u>		<u>126,320.83</u>	<u>(9,917.56)</u>	<u>116,403.27</u>

- 38,000  
78,403.27

Invoice Listing - Detail

Batch Description: MAY 2023, ACTIVITY FUND INVOICES

Processing Month: 05/2023

Credit Card Vendor ID:

End of Fiscal Year Expense Invoices:

Vendor ID: ARCOPLATT ARC OF PLATTE CO.

PO Number:

Invoice Number: 50123

Amount: 500.00

Description:

Invoice Date: 05/01/2023 Due Date: 05/01/2023 Status: PP 1099 Amount: 0.00

Sequence: 1 Check Type: Check

Checking Account ID: 5

Check Number: 13337

Check Date: 05/01/2023

Chart of Account Number

Detail Description

Cost Center ID

Detail Amount

1099 Detail Amount

Asset/Asset Tag

In Full

05 3200 610 000 4280 0 000

DONATION FROM GRIND TO ARC OF PLATTE, CO

500.00

N

Vendor ID: AWARDEN

AWARDS & ENGRAVING

PO Number:

Invoice Number: 11840

Amount: 417.50

Description:

Invoice Date: 05/10/2023 Due Date: 06/10/2023 Status: PP 1099 Amount: 0.00

Sequence: 1 Check Type: Check

Checking Account ID: 5

Check Number: 13353

Check Date: 05/11/2023

Chart of Account Number

Detail Description

Cost Center ID

Detail Amount

1099 Detail Amount

Asset/Asset Tag

In Full

05 3200 610 000 4010 0 000

RIBBONS

417.50

N

Vendor ID: CAPITAL

CAPITAL ONE

PO Number:

Invoice Number: 5923

Amount: 29.91

Description:

Invoice Date: 04/19/2023 Due Date: 05/20/2023 Status: PP 1099 Amount: 0.00

Sequence: 1 Check Type: Check

Checking Account ID: 5

Check Number: 13341

Check Date: 05/09/2023

Chart of Account Number

Detail Description

Cost Center ID

Detail Amount

1099 Detail Amount

Asset/Asset Tag

In Full

05 3200 610 000 4180 0 000

SLIME FOR BOOK IT ACTIVITY

29.91

N

Vendor ID: CLASSIC

CLASSIC SPORTSWEAR & AWARDS

PO Number:

Invoice Number: 63581, 63604, 63588

Amount: 698.19

Description:

Invoice Date: 04/04/2023 Due Date: 05/04/2023 Status: PP 1099 Amount: 0.00

Sequence: 1 Check Type: Check

Checking Account ID: 5

Check Number: 13343

Check Date: 05/09/2023

Chart of Account Number

Detail Description

Cost Center ID

Detail Amount

1099 Detail Amount

Asset/Asset Tag

In Full

05 3200 610 000 4010 0 000

CHENILLE AWARD LETTER, METAL INSERTS

698.19

0.00 N

Vendor ID: CSPRINTING

COLUMBUS SCREEN PRINTING, INC

PO Number:

Invoice Number: 035167

Amount: 288.00

Description:

Invoice Date: 05/08/2023 Due Date: 05/18/2023 Status: PP 1099 Amount: 0.00

Sequence: 1 Check Type: Check

Checking Account ID: 5

Check Number: 13356

Check Date: 05/17/2023

Chart of Account Number

Detail Description

Cost Center ID

Detail Amount

1099 Detail Amount

Asset/Asset Tag

In Full

05 3200 610 000 4018 0 000

LIGHT WEIGHT GRAY HOODIES

288.00

N

Vendor ID: CROSSCO

CROSS COUNTY COMMUNITY SCHOOL

PO Number:

Invoice Number: 5923

Amount: 55.00

Description:

Invoice Date: 05/01/2023 Due Date: 05/04/2023 Status: PP 1099 Amount: 0.00

Sequence: 1 Check Type: Check

Checking Account ID: 5

Check Number: 13340

Check Date: 05/09/2023

Chart of Account Number

Detail Description

Cost Center ID

Detail Amount

1099 Detail Amount

Asset/Asset Tag

In Full

05 3200 890 000 4019 0 000

BOYS CONFERENCE ENTRY FEE

55.00

N

Vendor ID: CUBBYS

CUBBY'S

PO Number:

Invoice Number: 51123

Amount: 598.84

Description:

Invoice Date: 05/08/2023 Due Date: 06/08/2023 Status: PP 1099 Amount: 0.00

Sequence: 1 Check Type: Check

Checking Account ID: 5

Check Number: 13352

Check Date: 05/11/2023

Chart of Account Number

Detail Description

Cost Center ID

Detail Amount

1099 Detail Amount

Asset/Asset Tag

In Full

05 3200 610 000 4270 0 000

SUPPLIES BANQUET

207.18

N

05 3200 610 000 4180 0 000

CONTACT SOLUTION FOR SLIME

4.85

N

Invoice Listing - Detail

05 3200 610 000 4230 0 000	PIZZA FOR PROFESSIONAL DEV. DAY	151.92	N
05 3200 610 000 4120 0 000	SENIOR BREAKFAST	82.15	N
05 3200 610 000 4330 0 000	PIZZA FOR SPRING PLAY	119.37	N
05 3200 610 000 4331 0 000	PRICES FOR STUDENT OF THE MONTH	33.37	N

Vendor ID: EMBASSY      EMBASSY SUITES HOTELS      PO Number:      Invoice Number: 35619      Amount: 3,066.00

Description:      Invoice Date: 04/04/2023      Due Date: 05/04/2023      Status: PP      1099 Amount: 0.00  
Sequence: 1      Check Type: Check      Checking Account ID: 5      Check Number: 13344      Check Date: 05/10/2023

<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>
05 3200 580 000 4270 0 000	STATE FFA HOTEL ROOMS		3,066.00		N	

Vendor ID: GOTHENBURG      GOTHENBURG PUBLIC SCHOOLS      PO Number:      Invoice Number: 51723      Amount: 15.00

Description:      Invoice Date: 05/12/2023      Due Date: 05/16/2023      Status: PP      1099 Amount: 0.00  
Sequence: 1      Check Type: Check      Checking Account ID: 5      Check Number: 13357      Check Date: 05/17/2023

<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>
05 3200 890 000 4018 0 000	JR HIGH TRACK AND FIELD ENTRY FEE		15.00		N	

Vendor ID: HEALY      HEALY AWARDS INC.      PO Number:      Invoice Number: SO0078750      Amount: 478.33

Description:      Invoice Date: 05/03/2023      Due Date: 06/03/2023      Status: PP      1099 Amount: 0.00  
Sequence: 1      Check Type: Check      Checking Account ID: 5      Check Number: 13358      Check Date: 05/17/2023

<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>
05 3200 610 000 4011 0 000	CUSTOM FOOTBALL HELMET DECALS		478.33		N	

Vendor ID: HEARTLANDC      HEARTLAND COMMUNITY SCHOOL      PO Number:      Invoice Number: 50223      Amount: 100.00

Description:      Invoice Date: 05/01/2023      Due Date: 05/03/2023      Status: PP      1099 Amount: 0.00  
Sequence: 1      Check Type: Check      Checking Account ID: 5      Check Number: 13339      Check Date: 05/02/2023

<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>
05 3200 890 000 4019 0 000	DISTRICT ENTRY FEE		100.00		N	

Vendor ID: HOLIDAY      HOLIDAY INN      PO Number:      Invoice Number: 257469      Amount: 1,959.30

Description:      Invoice Date: 04/05/2023      Due Date: 05/05/2023      Status: PP      1099 Amount: 0.00  
Sequence: 1      Check Type: Check      Checking Account ID: 5      Check Number: 13360      Check Date: 05/23/2023

<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>
05 3200 610 000 4220 0 000	HOTEL FBLA CONFERENCE		1,959.30		N	

Vendor ID: HOWIES      HOWIES ATHLETIC TAPE      PO Number:      Invoice Number: 170598      Amount: 434.48

Description:      Invoice Date: 04/13/2023      Due Date: 05/13/2023      Status: PP      1099 Amount: 0.00  
Sequence: 1      Check Type: Check      Checking Account ID: 5      Check Number: 13338      Check Date: 05/02/2023

<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>
05 3200 610 000 4010 0 000	ATHLETIC TAPE, SCISSORS, GLOVES		434.48		N	

Vendor ID: JOHNSONFIT      JOHNSON FITNESS & WELLNESS      PO Number:      Invoice Number: 21-073312      Amount: 507.00

Description:      Invoice Date: 04/29/2023      Due Date: 05/29/2023      Status: PP      1099 Amount: 0.00  
Sequence: 1      Check Type: Check      Checking Account ID: 5      Check Number: 13348      Check Date: 05/11/2023

<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>
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Invoice Listing - Detail

05 3200 610 000 4210 0 000	CARDIO MAINTENENCE	507.00	N		
<b>Vendor ID: THELEADERS</b>	<b>LEADERSHIP CENTER, THE</b>	<b>PO Number:</b>	<b>Invoice Number: 2023-G434</b>	<b>Amount:</b>	<b>110.00</b>
Description:		Invoice Date: 05/24/2023	Due Date: 05/24/2023	Status: PP	1099 Amount: 0.00
Sequence: 1	Check Type: Check	Checking Account ID: 5	Check Number: 13363	Check Date: 05/24/2023	
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>
05 3200 890 000 4270 0 000	COLT LODGING		110.00		N
<b>Vendor ID: MEDCO</b>	<b>MEDCO SPORTS MEDICINE</b>	<b>PO Number:</b>	<b>Invoice Number: IN96291244</b>	<b>Amount:</b>	<b>687.82</b>
Description:		Invoice Date: 04/14/2023	Due Date: 05/14/2023	Status: PP	1099 Amount: 0.00
Sequence: 1	Check Type: Check	Checking Account ID: 5	Check Number: 13346	Check Date: 05/10/2023	
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>
05 3200 610 000 4010 0 000	POWERFLEX, NASAL PLUGS, COTTON ROLLS		687.82		N
<b>Vendor ID: MEDCO</b>	<b>MEDCO SPORTS MEDICINE</b>	<b>PO Number:</b>	<b>Invoice Number: IN96374592</b>	<b>Amount:</b>	<b>33.12</b>
Description:		Invoice Date: 05/10/2023	Due Date: 06/10/2023	Status: PP	1099 Amount: 0.00
Sequence: 1	Check Type: Check	Checking Account ID: 5	Check Number: 13359	Check Date: 05/23/2023	
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>
05 3200 610 000 4010 0 000	PROFESSIONAL GEL		33.12		N
<b>Vendor ID: NAEA</b>	<b>NAEA</b>	<b>PO Number:</b>	<b>Invoice Number: 52423</b>	<b>Amount:</b>	<b>235.00</b>
Description:		Invoice Date: 04/01/2023	Due Date: 05/31/2023	Status: PP	1099 Amount: 0.00
Sequence: 1	Check Type: Check	Checking Account ID: 5	Check Number: 13364	Check Date: 05/24/2023	
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>
05 3200 890 000 4270 0 000	NAEA RENEWAL		235.00		N
<b>Vendor ID: NEFFAASSOC</b>	<b>NEBRASKA FFA ASSOCIATION</b>	<b>PO Number:</b>	<b>Invoice Number: COLT2579</b>	<b>Amount:</b>	<b>840.00</b>
Description:		Invoice Date: 05/09/2023	Due Date: 07/01/2023	Status: PP	1099 Amount: 0.00
Sequence: 1	Check Type: Check	Checking Account ID: 5	Check Number: 13349	Check Date: 05/11/2023	
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>
05 3200 890 000 4270 0 000	COLT CONFERENCE REGISTRATION		840.00		N
<b>Vendor ID: NEWESL</b>	<b>NEBRASKA WESLEYAN UNIVERSITY</b>	<b>PO Number:</b>	<b>Invoice Number: 51023</b>	<b>Amount:</b>	<b>3,250.00</b>
Description:		Invoice Date: 05/08/2023	Due Date: 05/10/2023	Status: PP	1099 Amount: 0.00
Sequence: 1	Check Type: Check	Checking Account ID: 5	Check Number: 13347	Check Date: 05/10/2023	
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>
05 3200 890 000 4130 0 000	CHEER DANCE CAMP		3,250.00		N
<b>Vendor ID: NISSENA</b>	<b>NISSEN, ADAM</b>	<b>PO Number:</b>	<b>Invoice Number: 52323</b>	<b>Amount:</b>	<b>63.52</b>
Description:		Invoice Date: 05/17/2023	Due Date: 06/17/2023	Status: PP	1099 Amount: 0.00
Sequence: 1	Check Type: Check	Checking Account ID: 5	Check Number: 13361	Check Date: 05/23/2023	
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>
05 3200 610 000 4190 0 000	SUPPLIES FOR ONE ACT		63.52		N
<b>Vendor ID: PINNACLEOM</b>	<b>PINNACLE BANK</b>	<b>PO Number:</b>	<b>Invoice Number: 51123</b>	<b>Amount:</b>	<b>2,351.86</b>

Invoice Listing - Detail

Description:  
Sequence: 1 Check Type: Check Checking Account ID: 5

Invoice Date: 05/01/2023 Due Date: 06/01/2023 Status: PP 1099 Amount: 0.00  
Check Number: 13351 Check Date: 05/11/2023

<u>Chart of Account Number</u>	<u>Detail Description</u>
05 3200 610 000 4050 0 000	SENIOR TRIP
05 3200 610 000 4019 0 000	GOLF BALLS
05 3200 610 000 4080 0 000	SUPPLIES FOR PROM
05 3200 610 000 4330 0 000	COSTUME
05 3200 610 000 4210 0 000	GOOGLE TV

<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>
	1,742.49		N	
	462.87		N	
	50.95		N	
	26.99		N	
	68.56		N	

Vendor ID: QCSUPPLY QC SUPPLY

PO Number: Invoice Number: S-2473715 Amount: 768.35

Description:  
Sequence: 1 Check Type: Check Checking Account ID: 5

Invoice Date: 05/10/2023 Due Date: 06/10/2023 Status: PP 1099 Amount: 0.00  
Check Number: 13350 Check Date: 05/11/2023

<u>Chart of Account Number</u>	<u>Detail Description</u>
05 3200 610 000 4270 0 000	PROGRESS SHOW PRICES

<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>
	768.35		N	

Vendor ID: RIGGSJON RIGGS, JON

PO Number: Invoice Number: 52323 Amount: 6.00

Description:  
Sequence: 1 Check Type: Check Checking Account ID: 5

Invoice Date: 05/19/2023 Due Date: 06/10/2023 Status: PP 1099 Amount: 0.00  
Check Number: 13362 Check Date: 05/23/2023

<u>Chart of Account Number</u>	<u>Detail Description</u>
05 3200 610 000 4019 0 000	GOLF BALLS

<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>
	6.00		N	

Vendor ID: SCHOLASTIC SCHOLASTIC

PO Number: Invoice Number: 73376256 Amount: 87.00

Description:  
Sequence: 1 Check Type: Check Checking Account ID: 5

Invoice Date: 05/01/2023 Due Date: 06/01/2023 Status: PP 1099 Amount: 0.00  
Check Number: 13345 Check Date: 05/10/2023

<u>Chart of Account Number</u>	<u>Detail Description</u>
05 3200 610 000 4180 0 000	BOOK IT PRICES

<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>
	87.00		N	

Vendor ID: SOLYMPICS SPECIAL OLYMPICS

PO Number: Invoice Number: 50123 Amount: 1,500.00

Description:  
Sequence: 1 Check Type: Check Checking Account ID: 5

Invoice Date: 05/01/2023 Due Date: 05/01/2023 Status: PP 1099 Amount: 0.00  
Check Number: 13336 Check Date: 05/01/2023

<u>Chart of Account Number</u>	<u>Detail Description</u>
05 3200 610 000 4280 0 000	DONATION FROM GRIND TO SPECIAL OLYMPICS

<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>
	1,500.00		N	

Vendor ID: WILTON WILTON, KRISTEN

PO Number: Invoice Number: 5112023 Amount: 215.91

Description:  
Sequence: 1 Check Type: Check Checking Account ID: 5

Invoice Date: 05/08/2023 Due Date: 05/31/2023 Status: PP 1099 Amount: 0.00  
Check Number: 13354 Check Date: 05/11/2023

<u>Chart of Account Number</u>	<u>Detail Description</u>
05 3200 610 000 4190 0 000	SUPPLIES FOR SPEECH TEAM

<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>
	215.91		N	

Vendor ID: WILTON WILTON, KRISTEN

PO Number: Invoice Number: 51123 Amount: 239.81

Description:  
Sequence: 1 Check Type: Check Checking Account ID: 5

Invoice Date: 05/08/2023 Due Date: 05/25/2023 Status: PP 1099 Amount: 0.00  
Check Number: 13355 Check Date: 05/11/2023

<u>Chart of Account Number</u>	<u>Detail Description</u>
05 3200 610 000 4190 0 000	PROPS, COSTUMES, MAKEUP FOR ONE

<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>
	239.81		N	

Invoice Listing - Detail

ACT

Batch 1099 Total: 0.00

Report 1099 Total: 0.00

Batch Total: 19,535.94

Report Total: 19,535.94



# SUPERINTENDENT REPORT

JUNE 19TH, 2023



## NASB Events

- 2023 Area Membership Meetings (York on August 24th)
- Labor Relations Conference (Lincoln on October 4th-5th)
- New Board Member Workshop (Kearney on November 1st)
- State Education Conference (Omaha on November 15th-17th)



## EOP update:

Submitted to NDE and to Logan Watts



## NDE Update:

- June Board Meeting - You can read the full Board Report [here](#), but below are some highlights:
  - reVISION Action Grants Approved - The Board approved action grants for 12 sites, totaling \$1.1 million. These grants were selected after a rigorous, year long needs assessment and planning process.
  - Early Childhood Education Program Grants - Nearly \$1.2 million was awarded in the form of new and expansion grants to several districts with full-day early childhood programs. Priorities for the funds included priority points for elementaries designated as needing support, those sites serving at-risk four-year olds, and rural and urban distribution.
  - ESSA Plan Amendment - The State Board approved an amendment to the accountability section of the state's ESSA plan. This plan was developed after months of stakeholder input and review.
  - Revisions to Rules 20, 21, and 24 - The State Board approved updates to these rules pertaining to educator preparation programs, endorsements, and certification.
- The next regular meeting of the State Board of Education will be held Friday, August 4, 2023, at 9 a.m.



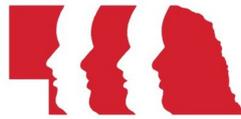
## Maintenance / Projects

- [Maintenance Report](#)



## Expenses for the month

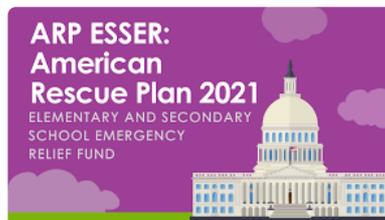
- COOP orders for staff
- Supplies
- Resubscribing to online databases



**Nebraska Council**  
of School Administrators

## Latest on the legislation floor

- [2023 Session, Legal Implications](#) that took place on Monday
  - LB 298 - report any dyslexia to NDE; Dress code / grooming to be approved by BOE with guidance from NDE by July 1st, 2025.
  - LB 414 - Option students must be denied with a letter and guardian/parent contact (we do this). Will have to declare class size and caseload.
  - LB 372 - Any homeschool student can take a part-time class (5 credits) and is eligible for activities.
  - LB 585 - Requires behavioral and mental health training (emphasis on suicides) for at least an hour. We do this.
  - LB 201 - Graduation requirements include filling out FAFSA
  - LB 805 - Any youth organizations can present to the student body as long as it is during non-instructional hours.
  - LB 632 - Prohibits an elementary school from suspending a student in PK-2nd grade.
  - LB 705 - ESU must provide annual behavioral awareness training and a teacher support system



### ESSER I

Officially closed.



## ESSER II Update

- Funds Reimbursed = 49,610
- Funds Reimbursed = 103,841 (**this is officially done and should be in our bank account now or by the next board meeting**)
- Funds Remaining = 47,156 (spent and is the next in line for reimbursement)



### ESSER III

Following items to be purchased with funds:

- MS/HS seating
- Mobile Desks
- Curriculum
- Computers for Mrs. Kravig's room
- IPADS for elementary

### Financial Update:

- **70%** of the budget spent; **83%** of the fiscal year completed. **17%** of year remaining and **30%** of budget unspent.
  - Through May 2023, we have spent **(\$5,158,252)**. At this point in 2022 **(4,898,767.26)** and in 2021 **(\$4,665,698.75)** had been spent
  - The current cash balance in the General Fund is **(\$2,502,487.44)**. In 2022 at this time, the balance was **(\$3,054,417.75)** and in 2021, the balance was **(\$3,206,942.52)**
- 

### What is coming up?

#### June

- SRC Bball Camp (5th-7th)
- South Gym Refinished (12th - July 3rd)
- ESU 7 Consultation Meeting (15th)
- SRC Wrestling Camp (19th - 21st)
- PBiS Summer Review (22nd)
- SRC Golf Camp (26th)

#### July

- East and West Gyms Refinished (5th-26th)
- SRC Vball Camp (11th - 13th)
- SRC Youth Football Camp for K-6 (24th - 27th)
- SRC JH/HS Football Camp (10th, 11th, 13th, 14th, 17th)
- SRC Golf Camp (17th, 31st)
- NCA Coaches Clinic (25th - 27th)

## August

- 11th - First day back with Staff
- 14th - MS/HS Open House
- 15th - Elementary Open House
- 16th - First day with Students [K-12] (1:25 dismissal)
- 21st - First day of PK

## Board Evaluation Standards:



### Standard I: Mission, Vision, & Goals

- Continuous Improvement wrapping up in Year 2. Surveys given to students and staff with CIP team then breaking down the top priorities. With those top priorities, we will be asking each grade level to elaborate, in their point of view, how we can improve as a staff/school.
- MAP and NSCAS data will be collected over the next month and evaluated by our data team. Schoolzilla will also help with the data collection.
- Addressing possible barriers moving forward as in big numbers in MS/HS which may require an additional teacher or two.
- Aligning new evaluation tool for staff



### Standard II: Policy

- Monthly policy review or updates when necessary during BOE meetings.
- Access to all public material is viewable via website.
- Handbooks will be evaluated during the end of May and into June by Administration team with insight given from staff/board.
- Curriculum had a deep dive this past April PD day with staff as we reviewed our priority standards.
- Updates rolled out from Legislation during June's Board Meeting



### Standard III: Budget Planning & Management

- I have been in contact with Michelle Cartwright of NDE and will be working with her via zoom and live sessions through this summer to update budget and make a seemly transition from FNBO to NDE help with budget.
- Budget for staff was given and COOP/EAKES orders are coming in.
- ESSERS is back on track with refunds coming in for May with ESSER II being officially wrapped up by the end of May.
- Working with Carl and Michelle on Budget update as I prepare for Board Retreat and presentation.



## Standard IV: Educational Leadership

- Student Board Advisory has been a great group and look forward to next year establishing this right away in August.
- Students have had a great say with their learning with the past questions that have come from our CIP team.
- Title 1 night was a great success for our families! (apologies for my kids running around the entire time.)
- DOK was a great PD for us to deep dive into our standards (shout out to Ms. Thompson for the organization)!
- Our selection of classes gives many choices and offers many career and ready opportunities.
- New Evaluation tool for our staff will be submitted to the state (end of the month is the goal).
- Many items provided for our staff and students that align our curriculum and assessments to support student success (HAL/STEAM/Sensory Room/IXL)



## Standard V: Organizational & Cultural Leadership

- Emphasis on this summer on how we can continue to become a more cohesive group in 23-24 (example were the appreciation comments, letters to selves, etc.)
- EOP plan aligns with the responsive district crisis and safety plans
- Recruiting and Hiring has been a positive this year. We continue to learn on why some may choose to leave and how we can improve our school to keep teachers here.
- PBiS and policy have been effective for conflict resolution.
- Will continue to loo into supporting the health and well-being of staff and students by taking in opinions, thoughts and active listening. Our ESU has been a great help with this as well.
- We are learning to trust each other when it comes to communication. As I told the MS/HS staff, it is easy to say to come to me but when I have the "boss" label, we can assume that I will use that later against. Not the case but we still continue to grow together



## Standard VI: Community Relations

- Many activities going on but making a conscious effort to coordinate with our admin team to get to all when we can (calendar created for organization between us). Personally try to attend as many events that are possible.
- Track meets have been fun to attend (hot and windy so far), was part of FFA Officer Interviews, looking forward to Spring Play, Prom (late after Cohen's Bday but will be there), our track meet, music concerts and graduations!
- Continuing to build relationships with students but feel I have feel short this last semester but still in hallways and calling all by name.
- I'm continuing to build a positive relationship with parents and community members by getting out to more events outside of "school" events.
- FFA Progress Show
- Farmers Market

- Cy Wakeman presentation
- Administration Days
- SchoolMasters Conference



### **Standard VII: Professional Leadership**

- Many conversations have occurred throughout the year that have been challenging yet have been good to have. Continuing to follow policy/handbook when making decisions. Our staff continues to grow together in my short time here.
- PD opportunities have included NCSA admin days, ESU 7 Superintendent Meetings, Region 1 Superintendent Meetings, NASBO conference (this week), and NCSA extras like Legislative Day.
- Evaluation process will continue to develop for myself, principals, activities director, counselors and classified staff.
- ESU 7 continues to provide support on evidence-based practices for teaching and learning and seeks to develop others in this area.



### **Other:**

### **Standard VIII: Board Relations**

- Looking to continue to grow board relationships at events outside of "school related" events. However, still enjoy talks during those events as well.
- Weekly newsletter to public
- Biweekly updates to board members on happens in the school (give or take on events)!
- Emails detailing of what discussions are coming up for board meetings to be prepared as much as we can.
- Will continue to be more involved with legislation. Have been part of zoom conferences with Senator Hughes of our district bi-weekly.

Shelby-Rising City Public Schools   
Innovation, Integrity, Accountability, & Service



**JUST OVER 400 STUDENTS!!!**

Average Class Size 15.8

Public Weight Room and Community Library

Starring our Extracurricular Activities:  
Speech, One Act, Band, Choir, Dance Team,  
Cheerleading, Softball, Wrestling, Golf,  
Student Council, Volleyball, Basketball,  
Football, SRC-Club, FBLA, FFA,  
National Honor Society  
Unified Bowling, Track, Quiz Bowl

*Days Worked: 222 (June 19th)*



**Tucker Tejkl**

Tucker is using Smore to create beautiful newsletters

## 2021-2022 LB399 Activities

Constitution Day – Constitution Bingo: Each Advisory will be provided a bingo card and link to the US Constitution. Clues will be read, the students will need to 1) find the answer to the question, 2) see if their correct answer is on their card. Winner is the Advisory that completes a traditional bingo first.

Veterans Day – School’s Veteran’s Day program

Thanksgiving – Advisory Thanksgiving Acrostic Poem

Native American Heritage – Advisory Kahoot competition about Native American facts.

Washington’s Birthday – President’s Day Kahoot Advisory Challenge.

Lincoln’s Birthday – President’s Day Kahoot Advisory Challenge.

MLK Day – Each Advisory completed a video on MLK’s life and legacy and completed a word search related to MLK.

## BULLYING PREVENTION

The board recognizes the negative impact that bullying has on student health, welfare, safety, and the school's learning environment and prohibits such behavior. Bullying is defined as any ongoing pattern of physical, verbal, or electronic abuse on school grounds, in a vehicle owned, leased, or contracted by a school being used for a school purpose by a school employee or his or her designee, at a designated school bus stop, or at school-sponsored activities or school-sponsored athletic events.

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

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

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

This policy shall be reviewed annually.

Legal Reference:                   Neb. Statute 79-2,137

Cross Reference:                505    Student Discipline

Approved \_\_\_\_\_ Reviewed \_\_\_\_\_ Revised \_\_\_\_\_

## STAFF CONDUCT WITH STUDENTS

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

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

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

### **Unacceptable Conduct**

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

- Any type of sexual or inappropriate physical contact with students or any other conduct that might be considered harassment under the Board's policy on Harassment By Employees;
- Singling out a particular student or students for personal attention and friendship beyond the normal teacher-student relationship;
- Associating with students in any situation or activity that includes the presence of alcohol, drugs, or tobacco or that could be considered sexually suggestive;
- For non-guidance/counseling staff, encouraging students to confide their personal or family problems and/or relationships. If a student initiates such discussions, staff members are expected to be supportive but to refer the student to appropriate guidance/counseling staff. In either case, staff involvement should be limited to a direct connection to the student's school performance;
- Sending students on personal errands;
- Sexual banter, allusions, jokes, or innuendos with students;
- Asking a student to keep a secret;

Approved \_\_\_\_\_ Reviewed \_\_\_\_\_ Revised \_\_\_\_\_

- Disclosing personal, sexual, family, employment concerns, or other private matters to one or more students;
- Addressing students with terms of endearment, pet names, or otherwise in an overly familiar manner; and
- Permitting students to address you by your first name, nickname or otherwise in an overly familiar manner.
- Being alone with individual students by closing a room door except when dealing with issues of health by appropriate personnel, or being alone with individual students outside of normal school hours;
- Maintaining personal contact with a student outside of school by phone, email, Instant Messenger or Internet chat rooms, social networking websites, or letters (beyond homework or other legitimate school business);
- Exchanging personal gifts (beyond the customary student teacher gifts); and/or
- Socializing or spending time with students (including but not limited to activities such as going out for meals or movies, shopping, traveling, and recreational activities) outside of school sponsored events or except as participants in organized community activities.

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

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

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

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

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

## TITLE 1 PARENT AND FAMILY MEMBER ENGAGEMENT

Shelby-Rising City Schools intends to follow the Title I Parent and Family Engagement Policy guidelines in accordance with federal law, Section 1116(a-f) ESSA, (Every Student Succeeds Act) of 2015.

For the purpose of this policy “parents and family members” means “parents and persons in a parental relation to the student.” This Policy will be distributed to all parents annually, in a language that parents can understand.

The written District parent and family engagement policy has been developed jointly with, updated periodically and distributed to parents and family members of participating children and the local community in an understandable and uniform format. This policy agreed on by such parents describes the means for carrying out the requirements as listed below.

1. Parents and family members of all students are welcomed and encouraged to become involved with their child’s school and education; this includes parents and family members that have limited English proficiency, limited literacy, are economically disadvantaged, have disabilities, racial or ethnic minority background or are migratory children. Information related to school and parent programs, meetings, school reports and other activities are sent to the parents of participating children in a format, and to the extent practicable, in a language the parents can understand.
2. Parents are involved in the planning, review, evaluation and improvement of the Title I program, Parent and Family Engagement Policy and the School-Parent Compact at an annual parent meeting scheduled at a convenient time. This would include the planning and implementation of effective parent and family involvement activities.
3. Conduct, with meaningful parent and family involvement, an annual evaluation of the content and effectiveness of the Parent and Family Engagement Policy. Use the evaluation findings to design evidence-based strategies for more effective parental involvement, and to revise the Parent and Family Engagement Policy.
4. Opportunities are provided for parents and family members to participate in decisions related to the education of their child/children. The school and local educational agency shall provide other reasonable support for parental involvement activities.
5. Parents of participating children will be provided timely information about programs under this part, a description and explanation of the curriculum in use, the forms of academic assessment used to measure student progress and the achievement levels of the challenging State academic standards. The school will provide assistance, opportunities, and/or materials and training to help parents work with their children to improve their children’s academic achievement in a format, and when feasible, in a language the parents and family members can understand.

Approved \_\_\_\_\_ Reviewed \_\_\_\_\_ Revised \_\_\_\_\_



## STUDENT FEES

The board realizes some activities may require additional expenditures which are properly to be borne by students as a separate charge. Such charges may be waived as specified below depending upon the student's eligibility for the free and reduced-price lunch program. No fees, specialized or nonspecialized attire or equipment shall be required of students outside this policy. This policy does not apply to tuition payments by nonresident students.

For the purposes of this policy, the following definitions shall apply:

1. Extracurricular activities means student activities or organizations which are supervised or administered by the school district, which do not count toward graduation or advancement between grades, and in which participation is not otherwise required by the school district;
2. Postsecondary education costs means tuition and other fees associated with obtaining credit from a postsecondary educational institution.

The district may charge student fees or require students to provide specialized equipment or attire in the following areas:

1. Participation in extracurricular activities, including extracurricular music courses;
2. Admission fees and transportation charges for spectators attending extracurricular activities;
3. Postsecondary education costs, limited to tuition and fees associated with obtaining credits from the postsecondary institution;
4. Transportation fees for option students not qualifying for free lunches and nonresident students as allowed by state statute;
5. Copies of student files or records as allowed by state statute;
6. Reimbursement to the district for property lost or damaged by the student;
7. Before-and-after-school or prekindergarten services in accordance with state statute;
8. Summer school or night school; and
9. Breakfast and lunch programs.

The district may also require students to furnish musical instruments for participation in optional music courses that are not extracurricular activities. Students qualifying for free or reduced-price lunches shall be provided with a musical instrument of the school's choice.

Waivers shall be provided to students who qualify for free or reduced-price lunches for fees, specialized equipment and specialized attire required for participation in extracurricular activities.

The superintendent shall establish a Student Fee Fund and ensure that funds collected as

Approved \_\_\_\_\_ Reviewed \_\_\_\_\_ Revised \_\_\_\_\_



79-734 (books, equipment and supplies)

79-2,104 (student files)

79-2,125 to 2,134 (student fees law)

79-1104 (before-and-after-school services)

79-1106 to 1108 (learners with high ability)

Cross Reference: 505.05 Fines for Lost or Damaged Items  
506 Student Activities  
507.01 Student Records Access  
801 Transportation  
802.05 Free or Reduced Cost Meals Eligibility  
1005.01 Public Complaints

## NONRESIDENT STUDENTS/OPTION ENROLLMENT

Students who are eligible to attend a Nebraska public school but who are not legal residents of the school district may be admitted into the school district in accordance with the option enrollment program authorized by state statutes. Option enrollment students shall be accepted without charge. If the student has previously had an option enrollment accepted in any district, the application shall be rejected unless a statutory exception to this rule applies for that student.

Application for option enrollment should be made between September 1 and March 15 for enrollment during the following and subsequent school years. Upon agreement of the school boards of the resident district and the option (receiving) district, deadlines for application and approval of the option may be waived. Following the March 15 deadline, applications requesting admittance must contain a release approval from the resident district prior to the option district's consideration for acceptance.

The application for option enrollment does not require a release from the resident district and the receiving district has forty-five days to issue acceptance or rejection if:

1. after February 1 the student relocated to a different resident district, or
2. the student's option district merged with another district effective after February 1, and
3. the student's attendance would occur during the next immediate and subsequent school years.

For applications submitted by the March 15 deadline, written notification of approval or rejection of the application will be made before April 1 to the student's parent/guardian and the resident district. If the district rejects an application for a student to option in or out, the district will provide notification by certified mail to the parent/guardian of the specific reasons for rejection including a description of services and accommodations required that the district does not have the capacity to provide, and the process for appealing the decision to the State Board of Education.

The board shall adopt standards and conditions for acceptance or rejection of a request for release of a resident student submitting an option application after March 15. Such standards shall not include the failure to meet the March 15 deadline. For those applications, the option district shall notify the parent/guardian and the resident district whether the application is accepted or rejected within sixty days after submission. False or substantively misleading information submitted by a parent/guardian on an application to an option district may be cause for the option district to reject a previously accepted application prior to the student's attendance.

The board shall adopt a resolution setting forth and publish its specific standards for acceptance and rejection of applications as an option school. ~~Standards will conform prior to those set forth by~~ October 15 of each school year for

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Approved \_\_\_\_\_ Reviewed \_\_\_\_\_ Revised \_\_\_\_\_  
the next school year. Standards will conform to those set forth by state statute. These  
may include the capacity of a program, class, grade level, or school building ~~or.~~

Capacity for the availability of appropriate district's special education programs operated  
by services shall be determined on a case-by-case basis as determined by the Director of  
Special Education or designee. If the district— receives an option enrollment application  
indicating the student has an individualized education program under the Individuals with  
Disabilities Education Act or may be eligible to receive special education or related  
services, it shall be evaluated to determine if the appropriate class, grade level, or school  
building in the district has the capacity to provide the student with the appropriate  
services and accommodations.

The standards shall not include previous academic achievement, athletic or other  
extracurricular ability, disabilities, proficiency in the English language, or previous  
disciplinary proceedings except as allowed by law.

An option district shall give first priority for enrollment to siblings of option students  
within the requirements of state statutes. The board shall follow statutes regarding the  
application of a student who relocates in a different district but wants to continue  
attending his or her original resident district or current option district.

Nonresident students not going through option enrollment may also be admitted under a  
contract with the student's resident district at the discretion of the superintendent upon  
application and payment of tuition as stated in the contract. The tuition rate shall be the  
current per-pupil cost of the school district as computed by the superintendent.

Students whose residency in the district ceases during a school year may continue  
attending school for the remainder of the school year without payment of tuition.

The district may choose to provide transportation to the option student in the same  
manner as for resident students and may choose whether or not to charge the parents of  
those option students a fee to recover the district's costs for the transportation. All option  
students who qualify for free lunches are eligible for either free transportation or the  
reimbursement of transportation costs from the school district as provided by state  
statute. Students receiving special education services shall receive transportation services  
as provided in the student's Individualized Education Plan.

Legal Reference:           Neb. Statute 79-215  
  79-232 to 246  
  NDE Rule 19.008

Cross Reference:         503    Student Attendance  
                                  801    Transportation

## WEAPONS

The board believes weapons and other dangerous objects and look-a-likes in school district facilities including concealed weapons cause material and substantial disruption to the school environment or present a threat to the health and safety of students, employees and visitors on the school district premises or property within the jurisdiction of the school district.

Weapons and other dangerous objects and look-a-likes shall be taken from students and others who bring them onto the school district property or onto property within the jurisdiction of the school district or from students who are within the control of the school district.

The term “dangerous object” shall include noxious or flammable material, fireworks, devices intended to administer an electric shock (tasers, electric batons, prods, or stun guns) chemical weapons (i.e. mace, pepper spray), martial arts weapons or other instruments including those which eject a projectile or substance of any kind, or any replica or facsimile of any of the above, whether functional or nonfunctional, whether designed for use as a weapon or for some other use.

Parents of students found to possess weapons or dangerous objects or look-a-likes on school property shall be notified of the incident. Confiscation of weapons or dangerous objects including concealed weapons shall be reported to the law enforcement officials, and students will be subject to disciplinary action including suspension or expulsion.

Students bringing firearms as defined in 18 U.S.C. 921 to school or knowingly possessing firearms including concealed firearms at school may be expelled for a period of not less than one year. Students bringing to school or possessing dangerous weapons, including firearms, will be referred to law enforcement authorities. The superintendent shall have the authority to recommend this expulsion requirement be modified for students on a case-by-case basis. For purposes of this portion of this policy, the term "firearm" includes, but is not limited to, any weapon which is designed to expel a projectile by the action of an explosive, the frame or receiver of any such weapon, a muffler or silencer for such a weapon, or any explosive, incendiary or poison gas.

Weapons or dangerous objects under the control of law enforcement officials shall be exempt from this policy. Firearms kept in a locked firearm rack that is on a motor vehicle or that are contained within a private vehicle operated by a nonstudent adult that are not loaded are also exempt. Firearms also may be possessed by a person for the purpose of using them, with the approval of the school, in a historical reenactment, in a hunter education program, or as part of an honor guard. The principal may allow authorized persons to display weapons or other dangerous objects or look-a-likes for educational purposes and must be kept in a designated location during the school day. Such a display shall also be exempt from this policy. It shall be the responsibility of the superintendent, in conjunction with the principal, to implement this policy.

Approved \_\_\_\_\_ Reviewed \_\_\_\_\_ Revised \_\_\_\_\_

Legal Reference:

Neb. Statute 79-263  
Neb. Statute 28-1204.04  
Improving America's Schools Act of 1994, P.L. 103-382.  
18 U.S.C. § 921 (1994).  
McClain v. Lafayette County Bd. of Education, 673 F.2d  
106 (5th Cir. 1982).

Cross Reference:

505 Student Discipline  
508 Student Health and Well-Being

## STUDENT ORGANIZATIONS

Secondary school student-initiated, noncurriculum-related groups and student curriculum-related groups, upon receiving permission from the principal, may use school facilities for group meetings during non-instructional time. Nothing in this policy shall contradict the federal Equal Access Act.

Non-instructional time shall mean any time before the first period of the day and after the last period of the day in which any student attends class. Meetings shall not interfere with the orderly conduct of the education program or other school district operations. It shall be within the discretion of the principal to determine whether the meetings will interfere with the orderly conduct of the education program or other school district operations. Activities relating to and part of the education program shall have priority over the activities of another organization.

### Access by Federally Recognized Youth Organizations

The district shall, upon request, allow a representative of any federally recognized youth organization to provide (1) oral or written information to the students regarding that youth organization and how the organization furthers the educational interests and civic involvement of students in a manner consistent with good citizenship and (2) services and activities to any student who is a member of the organization. A federally recognized youth organization is one listed in 36 U.S.C. Subtitle II, Part B. Each requesting youth organization shall be permitted to provide such information, services, and activities at school at least once during each school year. Administrators shall make a good faith effort to select a date, time, and location for each requesting organization to provide such information, services, or activities that is mutually agreeable to the school district and to the organization, but all final decisions rest with the administration. Any such organization representative not employed by the district shall be subject to a background check at the organization's expense. Administrators may prohibit any organization representative convicted of a felony or otherwise presenting safety concerns as described in the district's Visitors to School Policy from being on the school grounds. Nothing in this section shall override or contradict the district's Parental Involvement Policy.

### NON-FEDERALLY RECOGNIZED ORGANIZATIONS

#### Curriculum-Related Organizations

It shall also be the responsibility of the principal to determine whether a student group is curriculum-related. One or more of the following questions will be answered affirmatively if the group is curriculum-related:

- Is the subject matter of the group actually taught in a regularly offered course?

Approved

Reviewed

Revised

- Will the subject matter of the group soon be taught in a regularly offered course?
- Does the subject matter of the group concern the body of courses as a whole?
- Is participation in the group required for a particular course?
- Does participation in the group result in academic credit?

Secondary school curriculum-related student organizations may use the school district facilities for meetings and other purposes before and after the instructional school day. Employees shall be assigned to monitor approved meetings and may interact with curriculum-related organizations.

#### Noncurriculum-Related Organizations

Student-initiated, noncurriculum-related organizations shall be provided access to meeting space and school district facilities.

Only students may attend and participate in meetings of noncurriculum-related groups. Such attendance shall be strictly voluntary and student-initiated. As a means of determining whether a student's attendance is voluntary, the principal may require parental consent for the student to attend the meetings.

<del>Approved</del>	<del>Reviewed</del>	<del>Revised</del>
Legal Reference:	Westside Community Board of Education v Mergens, 496 U.S. 226 (1990). 20 U.S.C. § 4071 et seq. – Denial of Equal Access Prohibited	

Cross Reference:            504    Student Rights and Responsibilities

## DUALPART-TIME ENROLLMENT

The parent, guardian, or custodian of a student receiving instruction at a private, denominational or parochial school, or a school choosing not to meet accreditation or approval requirements may also enroll the student in the school district. ~~The student shall be considered under dual enrollment. The parent, guardian, or custodian requesting dual enrollment for the student should notify the superintendent on a form provided by the school district. On the form, they shall indicate the academic courses and extracurricular activities in which the student is interested in participating. The district's application form for part-time enrollment must be received by the Superintendent by August 1<sup>st</sup> preceeding the school year for the student to be considered for part-time enrollment.~~

The parent, guardian, or custodian requesting part-time enrollment for the student shall indicate the academic courses and extracurricular activities in which the student will participate. Considerations of educational appropriateness and district capacity limits that generally apply to option enrollment students will also apply to part-time students. Part-time students will not receive priority over full-time students.

A dual enrollment student is eligible to participate in the school district's academic and extracurricular activities in the same manner as other students enrolled in the school district to the extent allowed within NSAA regulations. The student must be enrolled in five credit hours at the district in a semester during the year. The policies and administrative rules of the school district shall apply to the ~~dualpart-time~~ enrollment students in the same manner as the other students enrolled the school district. These policies and administrative rules shall include, but not be limited to, athletic eligibility requirements, rules governing student conduct, academic eligibility requirements, and payment of the fees required for participation. Full-time and part-time students shall have the same opportunities and expectations to participate in extracurricular activities regardless of full- or part-time status.

It shall be the responsibility of the superintendent to develop administrative regulations as needed regarding deadlines, specific courses or activities approved, restrictions of classroom space, maximum or minimum course number limitations and other procedures for this policy.

Legal Reference:       Neb. Statute 79-2,136

Cross Reference:     502    Student Admissions  
                           504    Student Rights and Responsibilities  
                           505    Student Discipline  
                           506    Student Activities  
                           508    Student Health and Well-Being  
                           611    Academic Achievement

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## GRADUATION REQUIREMENTS

Students must successfully complete the courses required by the board and the Nebraska Department of Education in order to graduate.

It shall be the responsibility of the superintendent to ensure that students complete grades one through twelve and that high school students complete [200; other] credits prior to graduation. The following credits will be required:

Language Arts	<del>40</del> credit hours
Science	<del>30</del> credit hours
Mathematics	<del>30</del> credit hours
Social Studies	<del>30</del> credit hours
Physical Education	<del>10</del> credit hours
<u>Financial Literacy</u>	<u>5</u> credit hours
Total Required Hours	<del>140</del> <u>145</u> credit hours
Total Elective Hours	<del>60</del> <u>55</u> credit hours

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Total Required Hours for Graduation ~~200~~ 200 credit hours

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Electives – 90 credits in 2023-2024)

Total Course Credits - (State of NE requires 200 – 80% must be core – Rule 10)

The required courses of study will be reviewed by the board annually.

Graduation requirements for special education students will be in accordance with the prescribed course of study as described in their Individualized Education Program (IEP). Each student's IEP will include a statement of the projected date of graduation at least 18 months in advance of the projected date and the criteria to be used in determining whether graduation will occur. Prior to the special education student's graduation, the IEP team shall determine whether the graduation criteria have been met.

### ~~Class of 2020 Graduation Requirements~~

#### ~~Grading and Class Promotion~~

~~Course grades and promotion for the Class of 2020 are determined by local school board policies and not by state requirements. The District has latitude in determining what grades to award, if any, for coursework and what coursework is required for credit.~~

#### ~~Alternate Learning Environments, Changes in Instruction, and Graduation~~

~~Some students in the Class of 2020 may fall in the following categories regarding graduation credits:~~

- ~~Students who currently have attained the district graduation requirements, which include the state required credits.~~

- ~~Students who have completed the state required graduation credits but have not completed all the district requirements. Local options may include:~~

IDEA Considerations

Graduating with a regular high school diploma or reaching the maximum age of eligibility both result in termination of a student's eligibility for Special Education (IDEA) services. Procedurally, the student's Individualized Education Program (IEP) team must meet to review the student's status and issue the appropriate coding for the student, specifically 210 or 211 as described in the ADVISER Data Elements Manual, a reasonable time before the student's eligibility is terminated. These meetings may be held via the telephone or through a virtual platform (e.g. Zoom, Google, etc.) and should include the student (if possible). The school district must also provide the student with a summary of performance prior to graduation or ending services because of age. Some

Approved \_\_\_\_\_ Reviewed \_\_\_\_\_ Revised \_\_\_\_\_

- ~~Local school boards could decide to modify district policy to grant a high school diploma.~~
- ~~Local school boards could determine that coursework currently completed is sufficient to award credit for the district required graduation credits.~~
- ~~As part of a Continuity of Learning Plan, districts could provide additional learning opportunities that students could complete in an alternate learning environment to meet district requirements/credits for graduation.~~
- ~~Students who have not met the minimum state required graduation credits but were on track to meet those requirements through current coursework prior to entering an alternate learning environment. Local options may include:~~
  - ~~Local school boards could determine coursework currently completed is sufficient to award credit for the state required graduation credits.~~
  - ~~As part of a Continuity of Learning Plan, districts could provide additional learning opportunities students could complete in an alternate learning environment to meet state required graduation credits.~~
- ~~Students who are further behind in meeting high school graduation requirements and who would not have been able to meet the state graduation requirements with the normal coursework currently taken prior to the end of the 2019-20 school year. Local options may include:~~
  - ~~As part of a Continuity of Learning Plan, districts could provide targeted educational opportunities for these students and consider summer educational opportunities to complete coursework.~~

IEP teams may have already provided a Notice of Graduation or Notice of Ending Services Due to Age to certain students. As this is an issue of IDEA eligibility, the Nebraska Department of Education recommends that school districts make every effort to complete these steps in a timely manner.

Requirements Related to American Civics (Nebraska Revised Statute 79-724)

The requirements within Nebraska Revised Statute 79-724 took effect on September 1, 2019, and the NDE considers 2019-2020 a transition year for implementation. Even so, opportunities may exist in an alternate learning environment to meet requirements within 79-724.

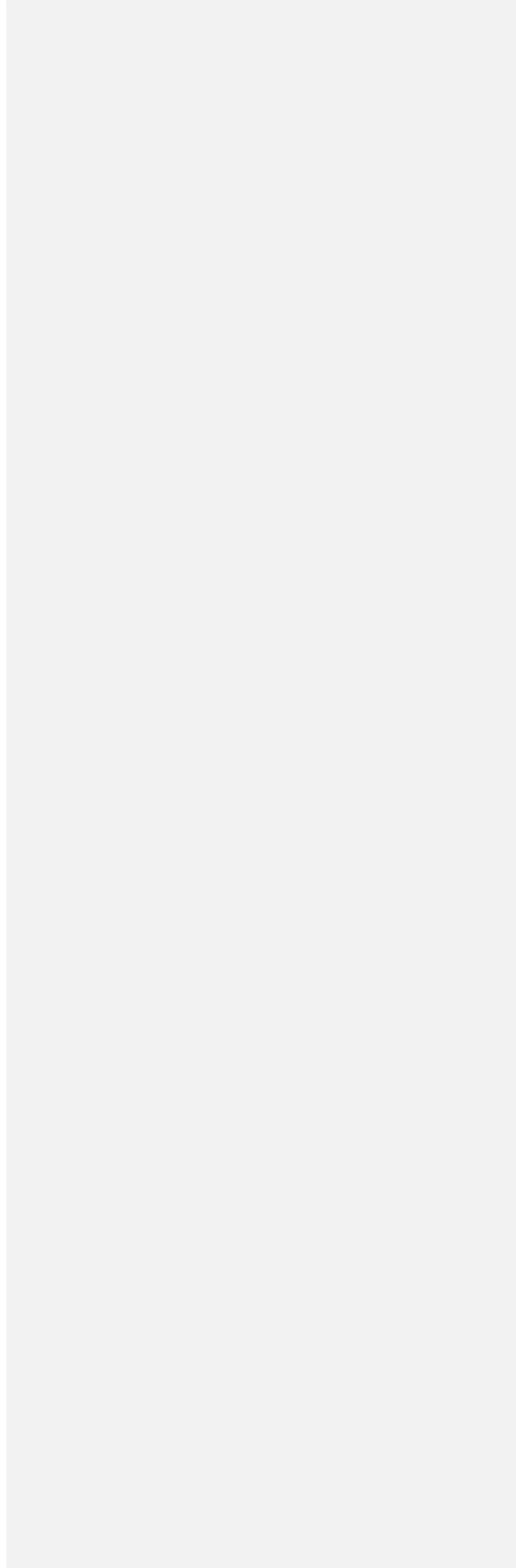
- If a district intends to administer the civics portion of the U.S. Citizenship and Immigration Service Naturalization Test, students are required to take the test twice - once prior to completing 8th grade and a second time prior to completing 12th grade. It may be possible for seniors to complete the second testing in an alternate learning environment. For example, the University of Nebraska High School is offering “Citizenship 101” for free (non-credit), and it prepares students to take the naturalization test at the completion.
- For districts that intend to have students attend/participate in a meeting of a public body OR complete a project/paper and class presentation as outlined in 79-724, those requirements may also be met in an alternate learning environment.

• For questions related to these requirements, contact Cory Epler ([cory.epler@nebraska.gov](mailto:cory.epler@nebraska.gov)).

#### IDEA Considerations

~~Graduating with a regular high school diploma or reaching the maximum age of eligibility both result in termination of a student's eligibility for Special Education (IDEA) services. Procedurally, the student's Individualized Education Program (IEP) team must meet to review the student's status and issue the appropriate coding for the student, specifically 210 or 211 as described in the ADVISER Data Elements Manual, a reasonable time before the student's eligibility is terminated. These meetings may be held via the telephone or through a virtual platform (e.g. Zoom, Google, etc.) and should include the student (if possible). The school district must also provide the student with a summary of performance prior to graduation or ending services because of age. Some IEP teams may have already provided a Notice of Graduation or Notice of Ending Services Due to Age to certain students. As this is an issue of IDEA eligibility, the Nebraska Department of Education recommends that school districts make every effort to complete these steps in a timely manner. For questions related to these requirements, contact Amy Rhone ([amy.rhone@nebraska.gov](mailto:amy.rhone@nebraska.gov)).~~

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# SHELBY-RISING CITY HUSKIES **ATHLETIC ACTIVITIES** CODE OF CONDUCT

As a member of A Shelby-Rising City High School **athletic team activity**, there are certain standards you must live up to. You are expected to attend school regularly, maintain complete and passing grades in all classes, follow all school and team rules, and act in such a manner that represents you, your team, your school, and your community positively. To make this process as objective as possible, the following point system will be used to determine consequences for failing to live up to these standards.

Every participant starts the season with a clean slate of zero points. The point values assigned to different actions are then added as necessary.

~~When a student in **high school** accumulates a total of four (4) points, he/she will be required to sit out the next contest he/she will normally participate in. Every multiple of four points (4, 8, 12) will require a missed contest. A participant accumulating **more than twelve (12) points** will be dismissed from the activity, having no chance to letter or earn any post-season honors such as all-district or all-state.~~

When a student in **High School or Jr. High** accumulates a total of six (6) points, he/she will be required to sit out the next contest he/she will normally participate in. Every multiple of six points (6, 12) will require a missed contest. A participant accumulating more than twelve (12) points will be dismissed from the team, **having no chance to letter or earn any post-season honors such as all-district or all-state.**

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## Infraction Points

Late for game, practice, meeting, lifting, or any activity where time is set. 1 per occurrence

Penalty time such as: detention, stay after school, come in before school, **strike. ALL detentions are a point, even if no practice time is missed.** 1 per occurrence

Unexcused absence from game, practice, meeting, lifting session, or activity called by the coach. 2 per occurrence

Suspension - in school or out of school 2 per each day of suspension

**Infractions out of Students Control:** If a situation has occurred where it is out of the control of the participant, the activities director and the administration team will determine if the participant is in violation of the code of conduct (**i.e. late to school due to oversleeping, club sports, missing bus are examples of the participant being in violation of the code.**)

- a. Missing a game due to being ineligible is considered an excused absence, since you are already being punished by the school, and no points will be added for the miss. ~~You will still accumulate the necessary points for being on the ineligible list.~~ If you are ineligible, you are still expected to attend all practices or games that are outside school hours or points can be assessed.
- b. Missing a game or practice is considered an excuse absence, since you are already being punished by the school and no points will be added for the miss
- c. ~~High school participants missing a game due to accumulating four(4), eight(8), or twelve(12) points is considered an excused absence and no points will be added for the miss.~~

- c. High School and Jr. High participants missing a game due to accumulating six(6) or twelve(12) points is considered an excused absence and no points will be added for the miss.
- d. Participants are still expected to attend games they are unable to participate in because of the school eligibility policy or this code of conduct if the participant is not missing any of the school day.
- e. Participants are still expected to practice if they are unable to participate in games because of the code of conduct.

# **SHELBY-RISING CITY PUBLIC SCHOOLS**

## **STUDENT HANDBOOK**

**2023-2024 Edition**

650 North Walnut  
P.O. Box 218  
Shelby, NE 68662

Phone: (402) 527-5946  
Fax: (402) 527-5133



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# WELCOME

Dear Students and Parents:

On behalf of the faculty, administration and board of education, we welcome you to another school year. We are excited to continue and build upon the successes we've had at Shelby-Rising City! As always, our number one priority remains the same: providing opportunities for student success and excellence in a safe and nurturing environment! Back-to-school time is an exciting time for staff and students, and we hope to keep enthusiasm for learning at a high level throughout the year! The purpose of this handbook is to provide both parents and students with guidelines to maintain an environment conducive to learning.

**Please read this handbook carefully. Students and their parents are responsible for knowing the rules, regulations, and procedures covered in this handbook. The student handbook is an extension of school policies and has the force and effect of board policy when approved by the board of education.**

**There are several forms at the end of this handbook, which you must read, sign and return.**

This handbook contains information of value to every student and parent. It contains explanations of school regulations and procedures necessary for our school to run smoothly and efficiently. If you are ever in doubt about what is the right thing to do, ask a classroom teacher, speak with the building principal, or contact my office. We can't wait to see you in our hallways and classrooms as the new school year is here!

Sincerely,

A handwritten signature in black ink, appearing to read 'Tucker Tejkl', written in a cursive style.

Tucker Tejkl, Superintendent

## **Intent of Handbook**

This handbook is intended to be used by students, parents and staff as a guide to the rules, procedures, and general information about this school district. Students and their parents must become familiar with the handbook, and parents should use it as a resource and assist their children in following the rules contained in it. The use of the word “parents” refers to any adult who has the responsibility for making education-related decisions about a child, including, but not limited to biological parents, adoptive parents, legal guardians, and adults acting in loco parentis.

Although the information in this handbook is detailed and specific on many topics, it is not intended to be all encompassing or to cover every situation and circumstance that may arise during a school day or school year. This handbook does not create a “contract” with parents, students or staff, and the administration may make decisions and rule revisions at any time to implement the educational program and to assure the wellbeing of all students. The administrative team is responsible for interpreting the rules contained in the handbook. If a situation or circumstance arises that is not specifically covered in this handbook, the administrative team will make a decision based on applicable school district policies, and state and federal statutes and regulations.

## **Notice of Non-Discrimination**

This school district does not discriminate on the basis of race, color, religion, national origin, sex, marital status, disability, or age or in admission or access to, or treatment of employment, in its programs and activities and provides equal access to designated youth groups. Any person having inquiries concerning this school district’s compliance with the regulations implementing Title VI, Title IX, or Section 504 is directed to contact Superintendent Tucker Tejkl in writing at, 650 N. Walnut, Shelby, NE 68662 or by telephone at (402) 527-5946. For further assistance, you may also contact Office for Civil Rights (Kansas City Office), U.S. Department of Education, 8930 Ward Parkway, Suite 2037, Kansas City, MO 64114-3302, Telephone: 816-268-0550, FAX: 816-823-1404; TDD: 877-521-2172, Email: [OCR.KansasCity@ed.gov](mailto:OCR.KansasCity@ed.gov). Also see the “Discrimination and Harassment” section in this handbook.

## **MISSION STATEMENT**

**“ To provide a quality education through innovation, integrity, accountability, and service”**

## **VISION STATEMENTS**

### **SHELBY-RISING CITY PUBLIC SCHOOLS WILL...**

...challenge our students through innovative educational opportunities that develop skills for their ever-changing worlds.

...evaluate our curriculum to offer opportunities that meet the unique interests, goals, and social-emotional needs of all students.

...build leadership skills throughout the student body and staff that benefit the school and community.

...continually provide resources to aid students in becoming technologically proficient.

...continue to promote a safe, healthy learning environment.

# **BASIC SCHOOL RULES AND GENERAL PRACTICES**

## **Attendance**

### **Mandatory Attendance Age**

All children who are or will turn six years old before January 1 of the current school year are of mandatory attendance age for kindergarten. Children who have not turned eighteen years of age are of mandatory attendance age.

### **Exceptions**

This policy does not apply when temporary illness or severe weather conditions make attendance impossible or impracticable. A child who will not reach age 7 before January 1 of the current school year may be excused from mandatory attendance if the child's parent or guardian completes an affidavit affirming that alternative educational arrangements have been made for the child.

### **Discontinuing Enrollment – 5-Year Old Students**

The person seeking to discontinue the enrollment of a student who will not reach six years of age prior to January 1 of the current school year shall submit a signed, written request. The school district may request written verification or documentation that the person signing the form has legal or actual charge or control of the student. The school district shall discontinue the enrollment of any student who satisfies these requirements. Any student whose enrollment is discontinued under this subsection shall not be eligible to reenroll in this school district until the beginning of the following school year unless otherwise required by law.

### **Discontinuing Enrollment – 16 and 17-Year Old Students**

Only children who are at least 16 years of age may be dis-enrolled from the district. The person seeking to discontinue the child's enrollment shall submit a signed, written request and submit it to the superintendent using the form attached to this policy. The district will follow the procedures outlined on the required NDE form in considering requests to dis-enroll.

Only children dis-enrolling to attend a non-accredited school may be exempt from this policy. The person with legal or actual charge or control of the child must provide the superintendent with a copy of the signed request submitted to the State Department of Education for attending non-accredited schools. The superintendent may confirm the validity of the submission with the State Department of Education.

### **Attendance Officer**

Each building principal is designated as an attendance officer for the district. Each building principal, at his or her discretion, may delegate these responsibilities to any other qualified individual. The attendance officer is responsible for enforcing the provisions of state law relating to compulsory attendance. This responsibility includes but is not limited to filing a report with the county attorney of the county in which a student resides.

### **Excused Absences/Not School Excused Absences**

The circumstances for all absences from school will be identified as School Excused or Not School Excused. All absences, except for illness and/or death in the family, require advance approval.

- Absent School Excused (ASE)**: The parent must provide the school documentation to demonstrate the absence was beyond the control of the parent or child. This could include, but is not limited to documented illness, pre-arranged college visits, court, immigration, death of a family member, or suspension.
- Absent Excused/Not School Excused (AE)**: Parent acknowledged absences that include but are not limited to undocumented illness, vacations, DMV, and other situations where the parent notifies the school that the child will be gone.
- Absent Unexcused (AU)**: Any non-reported or not confirmed absences. This could include truancy.

### **Excessive Absenteeism**

When a student receives eight (8) Absent Excused (AE) or Absent Unexcused (AU) or the hourly equivalent in any semester, the Building Principal will follow the procedure for addressing barriers to the student's attendance.

When a student is absent more than twenty (20) Absent Excused (AE) and/or Absent Unexcused (AU) days per year or the hourly equivalent, the Building Principal will file a report with the county attorney of the county in which the student resides. At the High School level, 10 days of reported absences from a class during any one semester will constitute justification for an incomplete or loss of credit in that class. Additional information is located in the S-RC School Board Policy.

### **Absences due to illness**

Any student who is absent due to illness has two days from the date of their return to school following an absence to make-up work missed. If a secondary student is absent on the day that an assignment is due, the student will be required to turn in the assignment on the first day of his/her return to school. Any student who has make-up work may appeal the amount of time to make up the work to the principal.

### **Planned absences**

Parents who know in advance that a student will be absent must call the school or send a written note at the earliest possible date. Students who will be absent for reasons that can be anticipated, such as routine medical appointments and school activities, must complete any work required by the teacher before the absence. Parents should make every attempt to schedule medical and other appointments after school hours when possible.

Juniors and Seniors are allowed up to 3 days total for college visits if the guidance office sets up the visit. These days will count as a school excused. Additional days must be approved by the principal or designee.

### **Students are obligated to:**

1) complete all class work in advance for any absence that can be anticipated; 2) check out of school at the office if leaving school during the school day; and 3) make up any and all work that is assigned by teachers as make-up work for the instructional time that has been missed.

### **Parents are obligated to:**

- 1) call the appropriate building office prior to 9:00 a.m. to inform the school of the reason for each absence; and
- 2) submit a doctor's statement, for each documented illness.

### **Pregnant and Parenting Students**

Students who are pregnant or parenting are encouraged to continue participating in the district's educational and extracurricular programs. Students who anticipate deviations from their regular school experience or accrue absences due to pregnancy or parenting should notify their building principal as early as possible to discuss their educational programming. The building principal will work with the student to develop a plan to assist the student in participating in district curriculum and extra-curricular activities.

### **Absences and Activity Participation**

Students must attend school a full day before attending practice or participating in a scheduled student activity, except in cases of family emergencies or pre-arranged absences approved by the principal. A full day is defined as being in class within the first fifteen (15) minutes of the school day. Pre-arranged absences are those absences for which the school and teachers are notified a minimum of one day in advance that the student will be absent.

### **Band**

Students may participate in the elementary band and begin taking band lessons in the 5th grade. Students in grades 6-8 may participate in the middle school band; grades 9-12 may participate in the high school band. Instruments will be provided by students or the school as provided by school policy. Fees may be charged as allowed or provided in the Public Elementary and Secondary Student Fee Authorization Act and the school's student fee policy or other applicable policy.

### **Bicycles and Skateboards**

Students are to park their bikes in the appropriate racks. Under no circumstances are students to borrow or tamper with bicycles that are not their own. Bicycles must be parked in the bike rack and left there until dismissal time. After school, the bikes are to be taken home. Roller-skates, rollerblades, or shoes with rollers in them are not to be brought to school, or worn inside of the school building.

### **Books and Supplies**

Students must take care of books and other supplies provided by the district. The school will assess fines for damage to books and school property.

Students must supply their own consumable items such as pens, pencils, tablets, notebooks, erasers, and crayons. Each classroom teacher will prepare a supply list for students at the beginning of the school year.

### **Bulletin Boards/Television information Screens**

Bulletin boards and Television Information Screens are maintained throughout the building to communicate general information, material, and school announcements.

The following general limitations apply to all posting or publishing:

1. **All postings** must be approved by the appropriate building principal or designee. Students may not post any material containing any statement or expression that is libelous, obscene, or vulgar; that would violate board of education policies, including the student code of conduct; or that is otherwise inappropriate for the school environment.
2. All postings must identify the student or the student organization posting or publishing the notice. Teacher Tape or other removable material must be used.
3. Material shall be removed the day following the event being promoted to assure full access to the bulletin boards or electronic publishing media.
4. Students are encouraged to use the Television Information Screens to relay organization information.

## **Bullying**

Students are prohibited from engaging in any form of bullying. The Centers for Disease Control and Prevention defines bullying as “any unwanted aggressive behavior(s) by another youth or group of youths who are not siblings or current dating partners that involves an observed or perceived power imbalance and is repeated multiple times or is highly likely to be repeated.” Nebraska statute defines bullying as “an ongoing pattern of physical, verbal or electronic abuse.” The District’s administrators are authorized to use both of these definitions to determine whether any specific situation constitutes bullying. Both of these definitions include both in-person and cyberbullying behaviors.

The disciplinary consequences for bullying will depend on the severity, frequency, duration, and effect of the behavior and may result in sanctions up to and including suspension or expulsion. Students who believe they are being bullied should immediately inform a teacher or the building principal.

## **Cafeteria Rules**

1. All food must be consumed in the areas designated by the school.
2. All straws, papers, milk cartons should be deposited in the trash cans. All leftover food should be scraped off the tray into the trash can.
2. Forks and spoons should be placed in the appropriate container, not thrown away.
3. Students are to use proper manners including eating quietly.
4. There will be no throwing of food or other items.
5. Students should remain at their tables or designated area until they are dismissed.
6. Students are expected to eat their lunch at school.
7. Students must treat lunch personnel with respect.
8. Students who violate the above rules will be disciplined.

## **Cell Phones and Other Electronic Devices**

Students may not use cellular (cell) phones or other electronic devices while at school, except as permitted in this handbook.

Students may use cell phones or other electronic devices on the school sidewalks, in the common areas of the school before and after school, and during lunch so long as they do not create a

distraction or a disruption. Cell phones or other electronic devices must be turned off and kept out of sight during the school day. Exception: cell phones may be used in the classroom if being utilized for educational purposes and under teacher supervision.

Students are personally and solely responsible for the security of their cell phones and other electronic devices. The school district is not responsible for theft, loss or damage of a cell phone or any calls made on a cell phone.

Students who violate this policy will have their cell phones or other electronic devices confiscated immediately.

1<sup>st</sup> Offense: Office Referral Form Written. Parent notified; device returned to student at the end of the day.

2<sup>nd</sup> Offense: Office Referral Form Written. Parent notified; device will be returned to the parent, & detention assigned.

3<sup>rd</sup> Offense: Office Referral Form Written. Parent notified, device will be returned to the parent, meeting with parent will be held to discuss future consequences, & detention assigned.

The taking, disseminating, transferring, or sharing of obscene, pornographic, lewd, or otherwise illegal images or photographs, whether by electronic data transfer or otherwise (commonly called texting, sexting, e-mailing, etc.) may constitute a crime under state and/or federal law. Any person engaged in these activities while on school grounds, in a school vehicle or at a school activity will be subject to the disciplinary procedures of the student code of conduct. Any student found to be in possession of obscene, pornographic, lewd, or otherwise illegal images or photographs will be promptly referred to law enforcement and/or other state or federal agencies, which may result in arrest, criminal prosecution and possible inclusion on sex offender registries.

## **Child Abuse and Neglect**

School employees will report suspected abuse or neglect of a child as required by state law and school policy. Nebraska law defines abuse or neglect as knowingly, intentionally, or negligently causing or permitting a minor child or an incompetent or disabled person to be (1) placed in a situation that endangers his or her life or physical or mental health; (2) cruelly confined or cruelly punished; (3) deprived of necessary food, clothing, shelter or care; (4) left unattended in a motor vehicle, if such child is six years of age or younger; or (5) sexually abused.

## **Class Dismissal**

Classes are in session from the ringing of the tardy bell until the teacher dismisses the class. The bell at the end of the period is not a dismissal bell, and students may not leave their classrooms until they have been excused by their classroom teacher.

## **Classroom Behavior**

Student behavior and attitude in the classroom must be cooperative and respectful. As stated in the PBiS Model, all students must:

- arrive to class on time;

- prepare for class with all necessary materials;
- be considerate of others;
- respond promptly to all directions of the teacher; and
- take care of school property and the property of others.

Teachers will establish classroom conduct rules.

## **Closed Campus**

Students may not leave the building without permission from the administration.

## **Communicable Diseases**

Any student who has contracted a contagious disease may be restricted from attendance at school until the student is no longer contagious. The school district uses the Title 173- Nebraska Health and Human Services/Control of Communicable Disease, Chapter 3 of the Nebraska Administrative Code as a “best practice” guideline for contagious and infectious diseases. If there are questions regarding the communicability of your child’s health condition or if you know your child has contracted a contagious or communicable disease or condition, please call the Polk County Health Department at 402/747-2211.

## **Communicating with Parents**

PowerSchool is the District’s Student Information System. All parents are assigned an access code for the purpose of monitoring student grades, lunch balances, and attendance. Please contact the school if you need assistance in setting up your account!

Parents shall be kept informed of student progress, grades, and attendance through report cards, progress reports, and parent/teacher conferences. The school district will endeavor to notify parents of failing students prior to entry of the failing grade on the student’s report card. Parents will also be notified of their student’s possible failure to meet graduation requirements. Other pertinent information will be communicated to parents by mail or by personal contact. Official transcripts of student progress, grades, and attendance will be sent to other school systems upon the student’s transfer when the district receives a written request signed by the student’s parent or guardian or upon being notified that the student has enrolled in another school.

## **Computer Network Use by Students**

Students are expected to use computers and the Internet as an educational resource. A written parental and student permission and agreement form will be signed prior to the student being granted access to electronic media and District technological devices. The use of the District’s electronic network and technological devices is a privilege, not a right. The Building Principal will make all decisions regarding whether or not a user has violated their agreement and may deny, revoke, or suspend access at any time. The following procedures and guidelines govern the use of computers and the Internet at school. Additional guidelines can be found in board policy.

### **I. Student Expectations in the Use of the Internet**

#### **A. Acceptable Use**

1. Students may use the Internet to conduct research assigned by teachers.
2. Students may use the Internet to conduct research for classroom projects.

3. Students may use the Internet to gain access to information about current events.
4. Students may use the Internet to conduct research for school-related activities.
5. Students may use the Internet for appropriate educational purposes.

## **B. Unacceptable Use**

### **Students may not:**

1. ...bypass the school's filter and use their cell phone to access the Internet.
2. ...access personal accounts during the school day without teacher permission.
3. ...use school computers to gain access to material that is obscene, pornographic, harmful to minors, or otherwise inappropriate for educational uses. Students shall not engage in any illegal or inappropriate activities on school computers, including the downloading and copying of copyrighted material.
4. ...use district assigned electronic mail, and shall not use chat rooms, instant messaging, or other forms of direct electronic communications on school computers.
5. ...use school computers to participate in online auctions, on-line gaming or mp3 sharing systems including, but not limited to Aimster or Freenet and the like.
6. ...disclose personal information, such as their names, school, addresses, or telephone numbers outside the school network.
7. ...use school computers for commercial advertising or political advocacy of any kind without the express written permission of the system administrator.
8. ...publish web pages that purport to represent the school district or the work of students at the school district without the express written permission of the system administrator.
9. ...erase, rename or make unusable anyone else's computer files, programs or disks.
10. ...share their passwords with fellow students, school volunteers or any other individuals, and shall not use, or try to discover, another user's password.
11. ...copy, change or transfer any software or documentation provided by the school district, teachers or another student without permission from the system administrator.
12. ...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, but is not limited to, a bug, virus, worm, or Trojan Horse.
13. ...configure or troubleshoot computers, networks, printers or other associated equipment, except as directed by a teacher or the system administrator.
14. ...take home technology equipment (hardware or software) without permission of the system administrator.
15. ...forge email messages or web pages.

## **II. Enforcement**

### **A. Methods of Enforcement**

1. The district monitors all Internet communications, Internet usage and patterns of Internet usage. Students have no right of privacy to any Internet communications or other electronic files. The computer system is owned by the school district. As with any

school property, any electronic files on the system are subject to search and inspection at any time.

2. The school district uses a technology protection measure that blocks access to some Internet sites that are not in accordance with the policy of the school district. Standard use of the Internet utilizes a proxy server-based filter that screens for non curriculum related pages.
3. Due to the nature of filtering technology, the filter may at times filter pages that are appropriate for student research. The system administrator may override the technology protection measure for the student to access a site with legitimate educational value that is wrongly blocked.
4. The school district staff will monitor students' use of the Internet through direct supervision and by monitoring Internet use history to ensure enforcement of the policy.

#### **B. Consequences for Violation of this Policy**

1. Access to the school's computer system and to the Internet is a privilege, not a right. Any violation of school policy and rules may result in:
  - a. Loss of computer privileges;
  - b. Short-term suspension;
  - c. Long-term suspension or expulsion in accordance with the Nebraska Student Discipline Act; and
  - d. Other disciplines as school administration and the school board deem appropriate.
2. Students who use school computer systems without permission and for non-school purposes may be guilty of a criminal violation and will be prosecuted.

### **III. Protection of Students**

#### **A. Children's Online Privacy Protection Act (COPPA)**

1. The school will not allow companies to collect personal information from children under 13 for commercial purposes. The school will make reasonable efforts to disable advertising in educational computer applications.
2. This policy allows the school to act as an agent for parents in the collection of information within the school context. The school's use of student information is solely for education purposes.
3. The District shall comply with the Nebraska Student On-line Personal Protection Act and will endeavor to take all reasonable and necessary steps to protect the on-line privacy of all students.

#### **B. Education About Appropriate On-Line Behavior**

1. School district staff will educate students about appropriate online behavior, both in specific computer usage units and in the general curriculum.
2. Staff will specifically educate students on:
  - a. Appropriate interactions with other individuals on social networking websites and in chat rooms.
  - b. Cyberbullying awareness and response.
3. The School District's technology coordinator shall inform staff of this educational obligation and shall keep records of the instruction, which occurs in compliance with

this policy.

## **Complaint Procedure**

Good communication helps to resolve many misunderstandings and disagreements. This complaint procedure applies to board members, patrons, students, and school staff, unless the staff member is subject to a different grievance procedure pursuant to policy or contract. Individuals who have a complaint should discuss their concerns with appropriate school personnel in an effort to resolve problems. When such efforts do not resolve matters satisfactorily, including matters involving discrimination or harassment on the basis of race, color, national origin, sex, marital status, disability, or age, a complainant should follow the procedures set forth below:

1. The first step is for the complainant to speak directly to the person(s) with whom the complainant has a concern. For example, a parent who is unhappy with a classroom teacher should initially discuss the matter with the teacher.
2. The second step is for the complainant to speak to the building principal, superintendent of schools, or president of the board of education, as set forth below.
  - a. Complaints about the operation, decisions, or personnel within a building should be submitted to the principal of the building.
  - b. Complaints about the operations of the school district or a building principal should be submitted in writing to the superintendent of schools.
  - c. Complaints about the superintendent of schools should be submitted in writing to the president of the board of education.
  - d. Complaints involving discrimination or harassment on the basis of race, color, national origin, gender, marital status, disability, or age may also be submitted, at any time during the complaint procedure to the School District's superintendent. Complaints involving discrimination or harassment may also be submitted at any time to the Office for Civil Rights, U.S. Department of Education: by email at [OCR.KansasCity@ed.gov](mailto:OCR.KansasCity@ed.gov); by telephone at (816) 268-0550; or by fax at (816) 268-0599.
3. When a complainant submits a complaint to an administrator, the administrator shall promptly and thoroughly investigate the complaint, and shall:
4. Determine whether the complainant has discussed the matter with the staff member involved.
  - a. If the complainant has not, the administrator will urge the complainant to discuss the matter directly with that staff member, if appropriate.
  - b. If the complainant refuses to discuss the matter with the staff member, the administrator shall, in his or her sole discretion, determine whether the complaint should be pursued further.
5. Strongly encourage the complainant to reduce his or her concerns to writing. c) Interview the complainant to determine:
  - a. All relevant details of the complaint;
  - b. All witnesses and documents which the complainant believes support the complaint;
  - c. The action or solution which the complainant seeks.
    - i. Respond to the complainant. If the complaint involved discrimination or harassment, the response shall be in writing and shall be submitted

within 180 days after the administrator received the complaint.

- d. A complainant who is not satisfied with the administrator's decision regarding a complaint may appeal the decision to the superintendent.
  - i. This appeal must be in writing.
  - ii. This appeal must be received by the superintendent no later than ten (10) business days from the date the administrator communicated his/her decision to the complainant.
  - iii. The superintendent will investigate as he or she deems appropriate. However, all matters involving discrimination or harassment shall be promptly and thoroughly investigated.
  - iv. Upon completion of this investigation, the superintendent will inform the complainant in writing of his or her decision. If the complaint involved discrimination or harassment, the superintendent shall submit the decision within 180 days after the superintendent received complainant's written appeal.
- e. A complainant who is not satisfied with the superintendent's decision regarding a complaint may appeal the decision to the board.
  - i. This appeal must be in writing.
  - ii. This appeal must be received by the board president no later than ten (10) business days from the date the superintendent communicated his/her decision to the complainant.
  - iii. This policy allows but does not require the board to receive statements from interested parties and witnesses relevant to the complaint appeal. However, all matters involving discrimination or harassment shall be promptly and thoroughly investigated.
  - iv. The board will notify the complainant in writing of its decision. If the complaint involved discrimination or harassment, the board shall submit its decision within 180 days after it received complainant's written appeal.
  - v. There is no appeal from a decision of the board.
- f. When a formal complaint about the superintendent of schools has been filed with the president of the board, the president shall promptly and thoroughly investigate the complaint, and shall:
  - i. Determine whether the complainant has discussed the matter with the superintendent.
    - 1. If the complainant has not, the board president will urge the complainant to discuss the matter directly with the superintendent, if appropriate.
    - 2. If the complainant refuses to discuss the matter with the superintendent, the board president shall, in his or her sole discretion, determine whether the complaint should be pursued further.
  - ii. Strongly encourage the complainant to reduce his or her concerns to writing.
  - iii. Determine, in his or her sole discretion, whether to place the matter on the board agenda for consideration at a regular or special meeting. d.

Respond to the complainant. If the complaint involved discrimination or harassment, the response shall be in writing and shall be submitted within 180 days after the president received the complaint. The school district prohibits retaliation against any person for filing a complaint or for participating in the complaint procedure in good faith.

### **Conferences**

Students' academic success has been closely linked to parental involvement in school. The school district has formal parent-teacher conferences during the first and second semester.

In addition to formal conferences, classroom teachers will communicate with parents as necessary. Parents are encouraged to communicate with their student's teacher or the building principal to discuss parental concerns, student needs or any other issue.

### **Contact Information**

Parents must supply the school with their student's address and telephone number as well as information about how to reach a responsible adult during the school day. Parents must promptly inform the school if this contact information changes during the school year.

### **Copy Machines**

A copy machine is located in the library for student use. There is no cost to make copies. Students may not use any other copy machine located in the school building without permission.

### **Damage to School Property**

Students who damage school property either intentionally or unintentionally may be required to pay to replace or restore the property, at the discretion of the administration.

### **Dating Violence**

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

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

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

### **Discrimination and Harassment**

The school district prohibits discrimination and harassment based upon or related to race, color,

national origin, sex, religion, marital status, disability, age or any other unlawful basis that (1) has the purpose or effect of creating an intimidating, hostile, or offensive school environment, (2) has the purpose or effect of substantially or unreasonably interfering with a student's school performance, or (3) otherwise adversely affects a student's school opportunities. Students may report discrimination or harassment to any staff member who will then forward it onto the appropriate coordinator or administrator.

The staff member will follow school district policies to respond to the report.

## **Dress Code**

Students must come to school dressed in clean and appropriate clothing to conform with educational standards. In addition to the above guidelines the school will not approve the following items and/or method of grooming. This list is not inclusive of all items that may be excluded:

1. Clothing which is soiled.
2. Bare feet.
3. See-through clothing or clothing that is excessively revealing such as bare back, low cut or mid-riff, tank top with deep armholes, shirt unbuttoned to show sport bra underneath, muscle t-shirts, halter tops, mesh tops, strapless tops, and abbreviated miniskirts or shorts or any other type of clothing that exposes undergarments.
4. Articles which could cause damage to individuals (ie. chains).
5. Printed wording or pictures on clothing that advertise or promote alcohol, tobacco or drugs, logos and trademarks, or carry derogatory or sexual connotations, or shirts with emblems, wording or phrases which are considered to have "double" meanings or other objectionable material.
6. No vape wear.
7. No hats, caps, hoods, or sunglasses will be worn in the school building during school hours.
8. Coats and blankets intended to be worn as outerwear may not be worn inside the classroom.
9. No undergarments are to be showing.
10. Clothing identified by police and other law enforcement agencies that are associated with gang's i.e. sagging pants, long baggy coats, specific colors associated with a gang, bandanas.

Students who are not in compliance with the dress guidelines will be sent to the office. In instances of inappropriate dress, students will be asked to change into a school appropriate garment provided by the school or will be sent home to change. Violation of the dress code will result in the following disciplinary action:

- 1<sup>st</sup> Offense - Written warning and school-provided change of clothing
- 2<sup>nd</sup> Offense - Notification of Parents and a 30 minute detention
- 3<sup>rd</sup> Offense - One (1) day In-School Suspension and Parents notified

## **Driving and Parking**

Students who drive privately owned motor vehicles to school must obey the following rules:

- Students may not move their vehicles during the school day without the permission of the building principal or designee. Students will not be allowed to sit in or be around their vehicles during the school day, without administrative permission.
- Students must drive with care to ensure the safety of the pedestrians. Students may not drive carelessly or with excessive speed.
- By driving personal vehicles to school and parking on school grounds, students consent to having that vehicle searched by school officials when they have reasonable suspicion that such a search will reveal a violation of school rules.
- Students are asked to park in designated areas for student use.

Visitors who are here to pick up or drop off students must comply with the following:

- Ash Street Entrance is one-way from 7:30am – 5:00 pm.
- A drop-off zone has been designated in a lane closest to the South Gym on the south side of the gym. Drivers will not be allowed to leave their vehicles in this drop-off zone. The exception to this is for Pre-school drop-off and pick-up.
- Parents who want to leave their vehicle to walk their student into the building will be required to park in the diagonal parking stalls.
- No parking is permitted in the bus lane.

## **Drug Free Schools**

The board of education has adopted policies to comply with the Federal Drug-Free Schools and Communities Act. Students are prohibited from using, possessing or selling any drug, alcohol or tobacco while on school grounds, at a school activity or in a school vehicle. In addition, students who participate in the school's activities program should refer to the Activities Handbook which prohibits the use or possession of alcohol, controlled substances and tobacco at all times.

Any student who violates any school policy regarding drug, alcohol and tobacco use will be disciplined, up to and including short-term suspension, long-term suspension, or expulsion from school and/or referral to appropriate authorities for criminal prosecution.

## **Eligibility**

Following the second week of each quarter, all 7-12 grade students will undergo an "eligibility" check each Monday. Students who have two (2) failing grades in the same week, will be deemed ineligible to participate in all school-related activities for seven (7) days (Monday through Sunday). The activity sponsor will determine if the ineligible student is allowed to attend practices. Page 80 includes the activities that pertain to the eligibility policy.

## **Evacuations**

The school district will hold routine evacuation drills throughout the school year. Whenever directed, all students and faculty must evacuate the building in a quiet and orderly fashion and remain outside until told to return to the building. Classroom teachers will provide students with detailed instructions on building evacuations.

## **Eye Exams**

All students enrolling in kindergarten or transferring into the school district from out of state must undergo a visual examination. They must provide evidence of the vision examination within six months prior to entrance. The cost of such physical examination and visual evaluation shall be borne by the parent or guardian of each child who is examined.

## **Food Service Program**

The school district provides a food service program that is designed to provide adequate nutrition and an educational experience for students.

### **Breakfast**

The school will serve breakfast daily from 7:40 a.m. until 8:10 a.m. ~~7:50 a.m. until 8:20 a.m.~~ Students who qualify for free or reduced-price lunch also qualify for free or reduced-price breakfast.

### **Food Service Meal Charge Policy**

Students are required to keep a positive balance in their food service family account. Students with a zero or negative family balance will not be permitted to purchase a-la carte items or seconds from the food service. Students with a negative family balance will not be permitted to purchase regular meals once the negative balance has reached \$50. Students on free and reduced meals are still required to pay for additional purchases and are subject to the same guidelines above.

Deposits into family food service accounts can be made in two ways:

- Bring cash or check to the Food Service Director, located in the kitchen/lunchroom.
- Online through the following Wordware website by logging onto your account or beginning the set-up process at <https://family.wordwareinc.com/?p=login>
  - The online process takes up to 48 hours to post a new balance.
  - The online service is managed by a third-party vendor and the District has no control over additional fees that may be charged.
  - Parents/Guardians should access the above link to inquire about lunch balances on a regular basis.

Account balances that remain negative for 90 days or more may be referred to third-party services for collection.

If you have questions regarding the application process for the free or reduced lunch program or food service policies, please contact your child's building Principal.

### **Notice of Non-discrimination**

The U.S. Department of Agriculture prohibits discrimination against its customers, employees, and applicants for employment on the basis of race, color, national origin, age disability, sex, gender identity, religion, reprisal, and where applicable, political beliefs, marital status, familial or parental status, sexual orientation, or all or part of an individual's income is derived from any public assistance program, or protected genetic information in employment or in any program or activity conducted or funded by the Department.

To file a Civil Rights program complaint of discrimination, complete the USDA Program

Discrimination Complaint Form, found online at [http://www.ascr.usda.gov/complaint\\_filing\\_cust.html](http://www.ascr.usda.gov/complaint_filing_cust.html), or at any USDA office, or call (866) 632-9992 to request the form. You may also write a letter containing all the information requested in the form. Send your completed complaint form or letter to the U.S. Dept. of Agriculture Director, Office of Civil Adjudication, 1400 Independence Avenue, SW, Washington, D.C. 20250-9410 or by fax (202) 690-7442, or email at [program.intake@usda.gov](mailto:program.intake@usda.gov). 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.

## **Field Trips**

Classes occasionally take field trips off school property for educational enrichment. Field trips are an extension of the school day; therefore, a signed permission form authorizing your child to participate is not needed. Parents who do not want their students to participate must notify the school. Students who have not completed classroom work on time may not be allowed to attend field trips. Students must comply with the student code of conduct, any applicable extracurricular conduct codes, and all directives by trip chaperones.

## **First-Aid**

First-aid items may only be distributed by the school staff. Students who need first aid should ask for assistance from their classroom teacher or the nearest staff member.

## **Food and Drink**

During the normal classroom situation students shall not consume food or beverage during scheduled classes. Exception: Students may consume water if kept in a water bottle with a lid during scheduled classes (teacher discretion). Food and drinks may be consumed on field or activity trips at the sponsor's discretion. Food and drink may be consumed on bus routes as long as it is disposed of properly. Unless approved by the principal, the only place in the school building where food and beverages may be consumed is in the Cafeteria during the school day.

All foods offered on the school campus will meet or exceed the USDA SmartSnacks in School nutrition standards and will meet or exceed state nutrition standards, including:

1. Celebrations and parties. The district will provide a list of healthy party ideas to parents and teachers, including non-food celebration ideas. Healthy party ideas are available from the Alliance for a Healthier Generation and from the USDA.
2. Classroom snacks brought by parents. The District will provide to parents a list of foods and beverages that meet Smart Snacks nutrition standards.
3. Rewards and incentives. The District will provide teachers and other relevant school staff a list of alternative ways to reward children. Foods and beverages will not be used as a reward, or withheld as punishment for any reason, such as for performance or behavior.

## **Fundraising**

The freshman, sophomore, and senior classes may have only one (1) out-of-school fundraiser per school year. The junior class may have two (2) out-of-school fundraisers per year. Classes &

organizations may have fundraisers such as soup suppers, etc. with administrative approval. Foods and beverages that meet or exceed the USDA Smart Snacks in Schools nutrition standards may be sold through fundraisers on the school campus. Fundraising is not permitted during the school academic day.

### **Head Lice**

Students found to have live head lice or louse eggs, will not be permitted at school and will be sent home. Upon discovering the presence of any live head lice or indication of louse eggs, parent or guardian will be notified and if appropriate, will be asked to pick up the student immediately.

The parent(s) or guardian(s) will be required to treat the student and accompany the student to school to be examined.

The student cannot ride the school bus until the district has cleared the student to return to school.

### **Health Problems**

Parents who do not want their children to play outdoors or participate in physical education for health reasons must send a written request to school. If the request to be excused from these activities is for consecutive days, a doctor's verification is required. Parents should notify the principal or school nurse if their student has any special health problems such as diabetes, asthma, and the like.

### **Homebound Instruction**

The school district may provide a student with instruction in his or her home and under parental supervision if the student is physically or mentally ill or injured and unable to attend regular classes for an extended period of time. Homebound instruction shall be provided when the student's physical and mental condition are such that the student can benefit from instruction and no other provision will meet the student's educational needs. If you believe that homebound instruction is appropriate for your child, please contact the building principal to initiate the appropriate process to determine eligibility.

### **Illness or Injury at School**

Students who feel ill or are hurt while at school should seek immediate assistance from their classroom teacher or the nearest staff member. The school will contact parents to pick students up from school whenever necessary. If a student has a temperature of 100.4 degrees Fahrenheit, he/she will be sent home and must be fever-free for 24 hours without medication before returning to school. When school officials determine that a student needs immediate medical attention, but the parents cannot be reached by phone, emergency services will be summoned, or the student will be taken directly to the doctor and/or hospital. Parents must provide emergency information for each child enrolled in the district.

Shelby-Rising City School District does not provide injury, accident, health, or medical insurance for individual students and will not reimburse or pay for medical expenses or deductible/co-insurance costs related to injuries sustained at school or a school event held on or

off District property. It is the responsibility of the student's family or guardian to provide insurance to cover the student through the federal health insurance exchange, the Children's Health Insurance Program (DHHS), or Student Assurance. For additional information on these programs please contact the school office.

## **Immunizations**

All students must furnish one of the following to school officials:

- Proof of adequate immunizations.
- A signed parental statement of refusal to provide the immunization history. Guidelines for required vaccines are as follows:

### **Student Age Group Required Vaccines**

#### **Ages 2 through 5 years enrolled in a school based program not licensed as a childcare provider**

4 doses of DTaP, DTP, or DT vaccine

3 doses of Polio vaccine

3 doses of Hib vaccine or 1 dose of Hib given at or after 15 months of age

3 doses of pediatric Hepatitis B vaccine

1 dose of MMR or MMRV given on or

after 12 months

1 dose of varicella (chickenpox) or MMRV given on or after 12 months of age. Written documentation (including year) of varicella disease from parent, guardian, or health care provider will be accepted.

4 doses of pneumococcal or 1 dose of pneumococcal given on or after 15 months of age

2 doses of varicella (chickenpox) or MMRV given on or after 12 months of age. Written documentation (including year) of varicella disease from parent, guardian, or health care provider will be accepted. If the child has had varicella disease, they do not need any varicella shots.

Must be current with the above vaccinations

AND receive

1 dose of Tdap (contain Pertussis booster)

Must be immunized appropriately according to the grade entered.

#### **Students entering 7<sup>th</sup> grade**

(Students transferring from outside the state at any grade)

3 doses of DTaP, DTP, DT, or Td vaccine, one given on or after the 4<sup>th</sup> birthday

3 doses of Polio vaccine

3 doses of pediatric Hepatitis B vaccine or 2 doses of adolescent vaccine if student is 11-15 years of age

2 doses of MMR or MMRV vaccine, given on or after 12 months of age and separated by at least one month

Homeless students who are in need of immunizations will be referred to the homeless coordinator, who shall assist in obtaining necessary immunizations or medical records.

Provisional Enrollment:

Students who meet the statutory requirements for provisional enrollment shall be allowed to attend school for sixty days without the necessary immunizations. Students who are exempted from the immunization requirement may be excluded from school in the event of an outbreak of any contagious disease in the school population.

### **Initiations and Hazing**

Initiations by classes, clubs, or athletic teams are prohibited except by permission of the administration. Hazing in connection with any school organization is absolutely prohibited. Hazing is defined as any activity by which a person intentionally or recklessly endangers the physical or mental health or safety of an individual for the purpose of initiation into, admission into, affiliation with, or continued membership in any school organization. Hazing activities include, but are not limited to whipping, beating, branding, forced and prolonged calisthenics, prolonged exposure to the elements, forced consumption of any food, liquor, beverage, drug, or harmful substance not generally intended for human consumption, prolonged sleep deprivation, or any brutal treatment or the performance of any unlawful act that endangers the physical or mental health or safety of any person.

### **Lockers and Other School Property**

The school district owns and exercises exclusive control over student lockers, desks, computer equipment, and other such property. Students should not expect privacy regarding usage of or items placed in or on school property, because school property is subject to search at any time by school officials. Periodic, random searches of lockers, desks, computers and other such property may be conducted at the discretion of the administration. School authorities may seize any illegal, unauthorized, or contraband materials discovered in the search. The assignment of a locker is on a temporary basis and may be revoked at any time. School officials may inspect student lockers without any particularized suspicion or reasonable cause. Students are not to leave items on top of the lockers. Book bags are to remain in lockers during the day.

### **Lost and Found**

All lost and found articles are to be taken to the elementary or secondary offices. Students may claim lost articles there. Unclaimed articles will be donated to a local charity or otherwise disposed of at the conclusion of each semester.

### **Medications**

Whenever possible, parents should arrange medication schedules to eliminate the need for giving medication during school hours. When it is necessary for school personnel to administer medication to students, the school district will comply with the Nebraska Medication Aide Act, the requirements of Title 92, Nebraska Administrative Code, Chapter 59, (promulgated by the Nebraska Department of Education and entitled *Methods of Competency Assessment of School Staff Who Administer Medication*), and all state and federal regulations. Parents and guardians who wish to have their child receive medication from school personnel must comply with the following procedures:

**Prescription medication.** (1) Parents/guardians must provide a physician's written authorization for the administration of the medication. (2) Parents/guardians must provide their own written permission for the administration of the medication. (3) The medication must be brought to school in the prescription container and must be properly labeled with the student's name, the physician's name, and directions for administering the medication.

**Non-prescription medication.** (1) Parents/guardians must provide written permission for the administration of the medication. (2) The medication must be brought to the school in the manufacturer's container. (3) The container must be labeled with the child's name and with directions for provision or administration of the medication.

**Note:** All prescription and non-prescription medications must be kept in the nurse's office.

The district reserves the right to review and decline requests to administer or provide medications that are not consistent with standard pharmacological references, are prescribed in doses that exceed those recommended in standard pharmacological references, or that could be taken in a manner that would eliminate the need for giving them during school hours. The district may request parental authorization to consult with the student's physician regarding any medication prescribed by such physician.

### **Media Center**

Students must check out materials from the librarian on duty. Each borrower is responsible for all books checked out in his/her name. A fine of five cents per day per book may be charged for overdue books. Each student is responsible for any fine, which accumulated on a book charged to him/her. If a book is lost and not found by the end of the semester, the student must pay for it. Students must also pay for any damage they cause to library books.

### **Memorials**

Memorials or plaques honoring deceased students are not allowed in or on the school grounds. Dedications to students will not be allowed.

Scholarships in the deceased person's name will not be set up by the school. Scholarships set up by outside organizations or individuals will be allowed.

### **National Honor Society**

At the beginning of a school year, all Juniors and Seniors with a class average of 93% are eligible to apply to the National Honor Society. The NHS sponsor will provide an application to those who qualify. (Additional information regarding the NHS can be found in the back of this handbook.)

### **Parent Visitation/Other Visitation**

Routine visitation by parents is encouraged by the school. Teachers are encouraged to invite parents to discuss problems regarding students. The Principal should be informed of serious difficulties that require parental involvement and should always be involved when parents come to school with a serious school problem. The Principal is to be given prior notice when patrons or parents visit the school, meet with the Principal, visit classes, etc., to allow school officials time to make necessary preparations.

Students may have visitors to school only if permission has been granted in advance by the building Principal. Visits will be limited to one day or less per year unless special permission is granted by the Principal.

## **Parties**

Elementary classes may have seasonal parties during the year. Parents shall communicate with their student's classroom teacher for the teacher's rules regarding birthday and holiday parties. Although birthday parties, etc. are an "out of school" activity, it is permissible for a student to distribute invitations at school provided all children in the class receive one. If it is an all girl or all boy party, then all of the girls or all of the boys will be provided with an invitation if they are to be handed out at school.

## **Personal Items**

The school provides the necessary equipment for classroom and school day activities. The school is not responsible for ruined or lost personal equipment. Students should not bring items such as athletic equipment, electronic devices, toys, or other similar personal items to school unless they have the prior permission of their classroom teacher or a school administrator.

## **Pets**

Please see that dogs and other pets are kept home and not allowed to follow pupils to school. If children have a special pet that they would enjoy showing to their classmates, they may do so if previous arrangements have been made with their teacher. A parent or guardian must accompany the pet to the classroom for a short visit and take the pet home after the visit.

## **Physical Exam**

Students entering kindergarten and the seventh grade, and those entering school from another state, are statutorily required to show evidence that they have had a physical examination within six months prior to the date of entering school.

The school nurse or designee will provide health checks for detection of defective sight, hearing, and/or dental conditions as specified by the DHHS. Parents will be notified of any condition requiring additional professional attention.

## **Pictures**

The school district arranges for a photographer to be present at school in the fall to take class pictures. Parents will be notified of date. Included in the individual packet is a class composite. Parents who want pictures of their students or of their student's class composite may purchase them directly from the photographer.

## **Playground Rules**

Students must follow these rules to keep the playground safe when they are using the playground as part of the school day:

1. Students must obey the playground supervisor at all times.
2. Students may not enter the street/highway to retrieve a ball unless given permission by the playground supervisor.
3. Students must play away from the school windows.
4. Touch and flag football are permitted, but tackle football is prohibited. Students may only play

football on grassy areas.

5. Students may throw balls and other authorized play equipment. They may not throw rocks, gravel, snowballs, and clothing.
6. Students must use the playground equipment properly and in a safe manner.
7. Students may not leave the playground after they have arrived at school for the day.

Students who violate these rules will be disciplined with the loss of recess or other privileges, detention, and/or other consequences.

The school's playgrounds, equipment, and surrounding areas are generally not supervised. Staff will supervise students when the students are using these areas as part of the school day or as part of a school activity. At all other times and in all other circumstances, the school district does not provide supervision of its playgrounds, equipment, and surrounding areas.

### **Police/Other Questioning and Apprehension**

Police, other law enforcement officers, persons of the court, or DHHS may be called to the school at the request of school administration or may initiate contact with the school in connection with a criminal/neglect/other investigation. The school district shall inform parents when such officials seek access to their student prior to the student being questioned unless the investigating may include charges that the student has been the victim of abuse or neglect. Members of the school district staff will comply with board policy regarding police/other questioning of students. Minor students shall only be released into the custody of law enforcement upon presentation of a court order or warrant for the student's arrest, or under conditions for temporary custody of a juvenile without a warrant as provided by state statutes.

### **Prom and Banquet**

As hosts of the prom and banquet, juniors attending the event are expected to remain in attendance until it is over. All juniors and seniors may invite their dates to the banquet. There will be a charge for any date that is not a Shelby - Rising City Junior or Senior. There will be no charge for any Shelby - Rising City Junior or Senior. Admission for students who are not invited to the banquet but wish to attend the dance will be determined by the junior class sponsor. Only Shelby -Rising City High School students and their dates are allowed to participate in the dance. Dates may be no younger than a high school freshman, and no more than two years out of high school (no older than age 20). There will be no admission charge for anyone who just wishes to view the grand march and coronation.

All students attending the prom and banquet should enter the building through the North front door. Any junior or senior is free to leave and then return to the banquet or prom but all students participating in the dance are asked to be in attendance by 8:30 and then they will be required to remain in attendance. Any arrivals after 8:30 will be handled on a case-by case basis by the Principal.

A Breathalyzer test will be conducted by Polk County authorities for all Shelby - Rising City students and their dates who will be attending the Grand March and/or dance. If a student or date tests positive for alcohol, they will not be allowed to attend the dance and will be removed from the premises and dealt with by authorities. The school has the right to check purses, coats, etc. for illegal/disruptive

items.

All faculty assigned to work with junior or senior students will be invited to the banquet free of charge.

### **Protection of Student Rights**

The Board of Education respects the rights of parents and their children and has adopted a Protection of Pupil Rights policy in consultation with parents to comply with the Protection of Pupil Rights Amendment (PPRA) and The No Child Left Behind Act (NCLB). The policy is available on the district's website or upon request from the district's administrative office. Parents may opt their child out of participation in activities identified by the Protection of Pupil Rights policy by submitting a written request to the superintendent. The approximate dates during the school year when a survey requesting personal information as defined in the Protection of Pupil Rights policy is July/August. Parents may have access to any survey or other material described in the Protection of Pupil Rights policy by submitting a written request to the superintendent.

### **Public Displays of Affection**

Students may not engage in public displays of affection that are disruptive to the school environment or distracting to others. Prohibited conduct includes hugging, kissing, touching or any other display of affection that a staff member determines to be inappropriate.

### **Retention**

It is not ordinarily the practice of the Shelby - Rising City Elementary School to retain a student. However, in situations where a student displays extreme immaturity or has extreme difficulty doing the work expected, retention may be an option. Ordinarily retention, if it should be necessary, would be in Kindergarten or first grade, since immaturity or serious learning problems may best be remediated at the early primary level. Retention will be handled, by the Principal, on a case-by-case basis.

### **Rights of Custodial and Non-Custodial Parents**

The school district will honor the parental rights of natural and adoptive parents unless those rights have been altered by a court.

The term "custodial parent" refers to a biological or adoptive parent to whom a court has given primary physical and legal custody of a child, and a person such as a caseworker or foster parent to whom a court has given legal custody of a child.

The district will not restrict the access of custodial and non-custodial parents to their students and their student's records, unless the district has been provided a copy of a court order that limits those rights. If the district is provided such a court order, school officials will follow the directives set forth in the order.

The district will provide the custodial parent with routine information about his or her child, including notification of conferences. The district will not provide the non custodial parent with such information on a routine basis but will provide it upon the non-custodial parent's request unless it has been denied by the courts.

A non-custodial parent who wishes to attend conferences regarding his or her child will be provided information about conference times so both parents may attend a single conference. The district is not required to schedule separate conferences if both parents have been previously informed of scheduled conference times.

If either or both parents' behavior is disruptive, staff members may terminate a conference and reschedule it with appropriate modifications or expectations.

### **Self Management of Diabetes or Asthma/Anaphylaxis**

The school district will work with the parent or guardian in consultation with a physician to develop a medical management plan for a student with diabetes, asthma, or anaphylaxis subject to school policy. Parents desiring to develop such a plan should contact the school nurse.

### **Senior Trip**

No overnight senior trip for Shelby - Rising City Public School will be permitted. Only graduating seniors, who have completed all necessary requirements as defined by the Principal, will be permitted a one day activity trip within 100 miles of Shelby - Rising City. The trip must have the Principal's approval. Seniors must depart from and return to Shelby - Rising City on the same day. All other costs shall be absorbed through senior class funds or personal funds. The date selected for the activity trip shall be in the final 10 days of senior classes.

### **Smoking and Tobacco**

The use or possession of any tobacco product, including the use of vapor products, alternative nicotine products, or any other such look-alike product, is not permitted on school property at any time.

### **Student Assistance**

If your child has any learning, behavior, or emotional needs that you believe are not being addressed by the school district under existing circumstances, please contact your child's teacher. If appropriate, the teacher may convene the Student Assistance Team (SAT). The SAT can explore possibilities and strategies that will best meet the educational needs of your child.

### **Student Fee Policy**

The school district shall provide free instruction in accordance with the Nebraska State Constitution and the Nebraska statutes. The district also provides activities, programs, and services that extend beyond the minimum level of constitutionally required free instruction. Under the Public Elementary and Secondary Student Fee Authorization Act, the district is permitted to charge students fees for these activities or to require students to provide specialized equipment and attire for certain purposes. This policy is subject to further interpretation or guidance by administrative or board regulations. Students are encouraged to contact their building administration, their teachers or their coaches, and sponsors for further specifics.

### **Definitions.**

1. "Students" means students, their parents, guardians or other legal representatives.
2. "Extracurricular activities" means student activities or organizations that (1) are supervised or

administered by the district; (2) do not count toward graduation or advancement between grades; and (3) are not otherwise required by the district.

3. "Post-secondary education costs" means tuition and other fees associated with obtaining credit from a post-secondary educational institution.

#### **Listing of Fees Charged by this District.**

- **Clothing Required for Specified Courses and Activities.** Students are responsible for complying with the district's grooming and attire guidelines and for furnishing all clothing required for any special programs, courses or activities in which they participate. The teacher, coach, or sponsor of the activity will provide students with written guidelines that detail any special clothing requirements and explain why the special clothing is required for the specific program, course or activity.
- **Safety Equipment and Attire.** The district will provide students with all safety equipment and attire that is required by law. Building administrators will assure that (a) such equipment is available in the appropriate classes and areas of the school buildings, (b) teachers are directed to instruct students in the use of such devices, and (c) students use the devices as required. Students are responsible for using the devices safely and as instructed.
- **Personal or Consumable Items.** The district does not provide students with personal or consumable items for participation in courses and activities including, but not limited to, pencils, paper, pens, erasers and notebooks. Students who wish to supply their own personal or consumable items may do so, as long as those items comply with the requirements of the district. The district will provide students with facilities, equipment, materials and supplies, including books. Students are responsible for the careful and appropriate use of such property. Students will be charged for damage to school property caused by the student and will be held responsible for the reasonable replacement cost of any school property that they lose.
- **Materials Required for Course Projects.** The school district will provide students with the materials necessary to complete all curricular projects. In courses where students produce a project that requires more than minimal cost for materials, the finished product will remain the property of the district unless the students either furnish or pay for the reasonable cost of materials required for the course project.
- **Technological Devices** The district is committed to providing student access to technological devices necessary to complete curricular projects/assignments. In grades 6-12 students are permitted to take devices home from school. As with all school property, students will be charged for damage to such devices. To protect against such potential losses, students and parents (Grades 6-12) must pay a lease fee for the devices. The cost of the lease fee is \$25.00 per student or \$50.00 per family. Families must complete a device loan agreement at the beginning of each school year. A student fee waiver and sliding payment scale is available for those who qualify. In the event circumstances require students in grades K-5 to take their technology devices home a lease fee may be implemented to offset the potential cost of damages to those devices.
- **Extracurricular Activities.** The school district may charge students a fee to participate in extracurricular activities to cover the district's reasonable costs in offering such activities. The district may require students to furnish specialized equipment and clothing that is required for participation in extracurricular activities or may charge a reasonable fee for the use of district owned equipment or attire. The coach or sponsor will provide students with written guidelines detailing the fees charged, the equipment and/or clothing required, or the usage fee charged.

The guidelines will explain the reasons that fees, equipment and/or clothing are required for the activity.

- **Post-Secondary Education Costs.** Some students enroll in post-secondary courses while still enrolled in high school. As a general rule, students must pay all costs associated with such post-secondary courses. Students who chose to apply for post-secondary education credit for these courses must pay tuition and all other fees associated with obtaining credits from a post secondary educational institution.
- **Copies of Student Files or Records.** The school district will charge a fee for making copies of a student's files or records for the student's parents or guardians. The Superintendent or the Superintendent's designee shall establish a schedule of student record fees. Students' parents have the right to inspect and review the students' files or records without the payment of a fee, and the district shall not charge a fee to search for or retrieve any student's files or records.
- **Charges for Musical Extracurricular Activities.** Students who qualify for fee waivers under this policy will be provided, at no charge, the use of a musical instrument in optional music courses that are not extracurricular activities. For musical extracurricular activities, the school district will require students to provide the following equipment and/or attire:
  - a. Band students must provide their own instruments.
  - b. Swing choir students must purchase outfits and shoes selected by the sponsor and/or student group.

### **Waiver Policy.**

Students who qualify for free or reduced-price lunches under United States Department of Agriculture child nutrition programs shall be provided a fee waiver or be provided the necessary materials or equipment without charge for (1) participation in extracurricular activities, (2) materials for course projects, and (3) the use of a musical instrument in optional music courses that are not extracurricular activities. Students are not required to participate in the free or reduced-price lunch program to qualify for the waivers provided in this section. The district is not obligated to provide any particular type or quality of equipment or other material to eligible students. Students who wish to be considered for waiver of a particular fee must submit a completed fee waiver application to their building principal. Application forms are available in each school building office.

### **Voluntary Contributions to Defray Costs.**

When appropriate, the district will request donations of money, materials, equipment or attire from parents, guardians and other members of the community to defray the costs of providing certain services and activities to students. These requests are not requirements, and staff members of the district are directed to communicate that fact clearly to students, parents and patrons.

### **Student Illness**

Students who suffer from a significant illness which has an actual or expected duration of six months or more may be eligible for accommodations and supports under Section 504 of the Rehabilitation Act or under the Individuals with Disabilities in Education Act. The school will provide accommodations to students who are returning to school after a prolonged absence due to illness,

including pediatric cancer, through a 504 plan or an IEP, as appropriate. The student's plan will include informal or formal accommodations, modifications of curriculum and monitoring by medical or academic staff as determined by the student's IEP team or 504 committee. Parents and staff will engage in ongoing communication about the needs of a student who is facing these circumstances.

Students who become ill at school will be sent to the building office where the school nurse or other school employee will determine the appropriate response. When a child is too ill to remain at school, a school employee will contact the child's parent(s) and make arrangements for the child to be picked up or sent home. If an illness or injury requires immediate medical attention, school officials shall attempt to contact the child's parent(s) regarding treatment for the child. If the parents cannot be contacted, school officials may have the child treated by an available physician. Students who show symptoms of a contagious disease may be sent home, and the district will require a physician's statement confirming the illness and before allowing such students to return to school.

## **Student Records**

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

1. The right to inspect and review the student's education records within 45 days of the day the District receives a request for access. Parents or eligible students should submit to the school principal (or appropriate school official) a written request that identifies the record(s) they wish to inspect. The principal will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.
2. The right to request the amendment of the student's education records that the parent or eligible student believes are inaccurate or misleading. Parents or eligible students may ask the School District to amend a record that they believe is inaccurate or misleading. They should write the school principal; clearly identify the part of the record they want changed and specify why it is inaccurate or misleading. If the District decides not to amend the record as requested by the parent or eligible student, the District will notify them of the decision and advise them of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.
3. The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent.
4. One exception, which permits disclosure without consent is disclosure to school officials with legitimate educational interests. A school official is a person employed by the District as an administrator, supervisor, instructor or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the School Board; a person or company with whom the District has contracted to perform a special task (such as an attorney, auditor, medical consultant or therapist. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility. Upon request, the District discloses education records without consent to officials

of another School District in which a student seeks or intends to enroll.

- a. The right to file a complaint with the U.S. Department of Education concerning alleged failures by the District to comply with the requirements of FERPA should be directed to the following:
  - i. Family Policy Compliance Office
  - ii. U.S. Department of Education
  - iii. 400 Maryland Avenue, S.W.
  - iv. Washington, D.C. 20202

## **Student Schedule Changes**

Student schedule changes may be made without penalty during the first five school days of each semester. Drop and Add slips are to be obtained from the office of the Guidance Counselor and must be signed by the guidance counselor and building principal before they are presented to the teacher of the class that is to be added or dropped.

Before students are allowed to withdraw from a class, the parents of the student must provide their permission.

## **Students as Spectators**

It is the parent's responsibility to provide supervision for their children while at school activities. Students who are causing disruptions may be asked to sit with their parents or leave if their parents are not in attendance.

## **Tardiness**

### **Elementary Students**

1. Be in the South Gym by 8:05 a.m. ~~8:25~~.
2. Students arriving after 8:15 a.m. & before 9 a.m. ~~8:30 & before 9:15~~ are tardy. They must report to the office for a pass to class.
3. Students arriving after 9:00 a.m. & by 11:30 a.m. ~~9:15 & by 12:00~~ are considered in attendance for ½ the day.
4. Students arriving after 11:30 a.m. or leaving before 11:55 a.m. ~~12:03 or leaving before 11:51~~ (not returning that day) will be counted as a full day absence.
5. Students leaving after 11:55 without returning will be counted for ½ the day. (after 12pm)
6. No absence is counted if students leave after 2:30 p.m. ~~2:57~~.

### **Middle School and High School Students**

1. A tardy is defined as not being in your assigned area when the tardy bell rings. Assigned Areas are determined by each teacher.
2. A student reporting to school within the first fifteen (15) minutes of the first period of the school day without a pre-excused absence will be considered tardy. A student that is more than fifteen (15) minutes late for the first period will be considered to be absent or

truant for that period. Students must report to the office for a pass to their first period class.

3. For periods two (2) through eight (8), any student who is less than five (5) minutes late to class following the tardy bell will be counted as tardy. A student who is more than five (5) minutes late to class following the tardy bell may be counted as absent or truant. Failure to come to class without an admit slip, when needed, constitutes a tardy or an absence. If an administrator or a teacher keeps a student late, a pass should be written for the student to take to the next teacher.
4. Two (2) tardies per semester will be allowed with no consequences.
5. An office referral with detention time will be assigned on the third tardy (regardless of class or period), and each tardy thereafter for the rest of the semester.
6. For every 3<sup>rd</sup> (third) tardy in any one-class period, an Absent Excused (AE) will be recorded.
7. Habitual infractions during the semester to the tardy policy may result in additional consequences assigned by the principal.

### **Telephone Calls**

The school's telephone may be used only with permission of staff. Students are not permitted to use cellular telephones during school hours or on school property without the express permission of a member of the staff.

### **Threat Assessment and Response**

The board of education is committed to providing a safe environment for members of the school community. Students, staff and patrons are urged to immediately report any statements or behavior that makes the observer fearful or uncomfortable about the safety of the school environment.

#### **1. Obligation to Report threatening Statements or Behaviors.**

- a. All staff and students must report any threatening statements or behavior to a member of the administration. Staff and students must make such report regardless of the nature of the relationship between the individual who initiated the threat or threatening behavior and the person(s) who were threatened or who were the focus of the threatening behavior. Staff and students must also make such reports regardless of where or when the threat was made, or the threatening behavior occurred.
- b. THREATS OR ASSAULTS WHICH REQUIRE IMMEDIATE INTERVENTION SHOULD BE REPORTED TO THE POLICE AT 911.

#### **2. Threat Assessment Team**

- a. The threat assessment team (team) shall consist of the superintendent of schools, building principal(s), and local law enforcement. It also could include the school nurse, guidance counselor, members of the mental health profession who would be willing to work with the school. The team is responsible for investigating all reported threats to school safety, evaluating the significance of each threat, and devising an appropriate response.

#### **3. Threat Assessment Investigation and Response**

- a. All reports of violent, threatening, stalking or other behavior or statements which could be interpreted as posing a threat to school safety will immediately be forwarded to a member of the team. Upon receipt of an initial report of any threat, the team will take steps to verify the information, make an initial assessment, and document any decision involving further action. This investigation may include interviews with the person who made the statement(s) or engaged in the behavior of concern, interviews with teachers and other staff members who may have information about the individual of concern, interviews with the target(s) of the threatening statements or behavior, interviews of family members, physical searches of the individual of concern's person, possessions, and home (as allowed by law and in cooperation with law enforcement), and any other investigatory methods that the team determines to be reasonable and useful.
- b. At the conclusion of the investigation, the team will determine what, if any, response to the threat is appropriate. The team is authorized to disclose the results of its investigation to law enforcement and to the target(s) of any threatened acts. The team may refer the individual of concern to the appropriate school administrator for consequences under the school's student discipline policy or, if appropriate, report the results of its investigation to the student's individualized education plan team.

#### **4. Communication with the Public about Reported Threats**

- a. To the extent possible, the team will keep members of the school community informed about possible threats and about the team's response to those threats. This communication may include oral announcements, written communication sent home with students, and communication through print or broadcast media. However, the team will not reveal the identity of the individual of concern or of any target(s) of threatened violence if that individual is a minor.

### **Transportation Services**

The district operates school buses as a convenience for students and parents. They represent a substantial investment, and students are expected to care for and respect them.

#### **Transportation to School**

Students who ride the bus to school will arrive in time for them to eat breakfast at school. Parents must contact their bus driver if a student will not ride the bus on a given day. Bus drivers endeavor to adhere to their schedule and will wait for riders only a short period of time so as not to jeopardize the time remaining for the rest of their schedule.

Non-resident or option enrollment students may ride the buses. The Transportation Director will schedule bus routes, and questions concerning them should be directed to that office. For routes with drop off points for multiple students where bus drivers wait for parental pick-up and parental contact has been attempted for students who are not picked in a timely manner, law enforcement may be contacted.

#### **Bus Regulations**

Riding school vehicles is a privilege, not a right. The bus drivers have the same authority as teachers

while transporting students. Students must comply with the following rules and all school conduct rules and directives while riding in school vehicles. In addition, students must also comply with the student code of conduct while riding in school vehicles. If misconduct is recurring, the student will not be allowed to ride the bus.

#### **A. Rules of Conduct on School Vehicles:**

- a. Students must obey the driver promptly.
- b. Students must wait in a safe place for the bus to arrive, clear of traffic and away from where the vehicle stops.
- c. Students are prohibited from fighting, engaging in bullying, harassment or horseplay.
- d. Students must enter the bus without crowding or disturbing others and go directly to their seats.
- e. Students must remain seated and keep aisles and exits clear while the vehicle is moving.
- f. Students are prohibited from throwing or passing objects on, from, or into vehicles.
- g. Students may not use profane language, obscene gestures, tobacco, alcohol, drugs or any other controlled substance on school vehicles.
- h. Students may not carry weapons, look-a-like weapons, or hazardous materials, nuisance items or animals onto the vehicle.
- i. Students may carry on conversations in ordinary tones but may not be loud or boisterous and should avoid talking to the driver while the vehicle is in motion. Students must be absolutely quiet when the vehicle approaches a railroad crossing and any time the driver calls for quiet.
- j. Students may not open windows without permission from the driver. Students may not dangle any item (e.g. legs, arms, backpacks) out of the windows.
- k. Student must secure any item or items that could break or produce injury if tossed about the inside of the vehicle if the vehicle were involved in an accident
- l. Students must respect the rights and safety of others at all times.
- m. 1Students must help keep the vehicle clean, sanitary and orderly.
- n. Students must remove all personal items and trash upon exiting.
- o. Students may not leave or board the vehicle at locations other than the assigned stops at home or school unless approved prior to departure.
- p. Video cameras are installed to monitor student behavior on the bus.

#### **B. Consequences**

- a. Drivers must follow the PBiS protocol for documenting behavior (Behavior Logs). Students who violate the Rules for Conduct will be referred to their building principal for discipline.

This program will promote instant accountability for unsafe behavior. It includes a defined discipline plan to encourage the student to make better behavior choices. Consequences are as follows:

- 1<sup>st</sup> Offense: Driver/student conference and parent contacted. Student is put on probation and assigned to the front of the bus for 1 week.
- 2<sup>nd</sup> Offense: Driver/student conference and parent contacted. Student is put on a 2 week bus suspension.
- 3<sup>rd</sup> Offense: Bus Suspension for the rest of the semester. Upon return the student is assigned the front of the bus. In addition, students and parents must sign a behavior contract.

School officials have discretion to impose any listed punishment they deem appropriate, in accordance with state and federal law and board policy.

Requests to be dropped off at a point **not** on the regular route will not be accommodated, unless extenuating circumstances arise, and the request is approved by the transportation director or administration.

Students who are not regular route riders may not ride the bus home with a friend, unless the parent of the non-route student presents written permission to the bus driver ahead of time. The written permission should include the date, the non route rider's name, the signature of the non-rider's parent, and the place approved for drop off. Such requests may not be granted if they cause overcrowding of buses.

### **Transportation to Activities**

The school district provides transportation to students who are participating in school-sponsored events, and they must ride to those events in a school vehicle. Students who wish to take private transportation home from a school event must submit a release form to the sponsor, which has been signed by that student's parent.

### **Video Surveillance and Photographs**

The Board of Education has authorized the use of video cameras on school district property to ensure the health, welfare and safety of all staff, students and visitors, and to safeguard District facilities and equipment. Video cameras may be used in locations deemed appropriate by the Superintendent. If a video surveillance recording captures a student or other building user violating school policies or rules or local, state, or federal laws, it may be used in appropriate disciplinary proceedings against the student or other building user and may also be provided to law enforcement agencies.

The school district generally prohibits students from taking photographs or making video recordings on school grounds, in a school vehicle, or at a school event except as provided in this policy or as otherwise required by law. An exception will be made to this policy if photographs or video recordings are necessary to accommodate a student's disability or are required by the student's Individualized Education Plan (IEP) or Section 504 Plan. In no event shall photographs or video recordings be taken or made in restrooms, locker rooms, or other areas where there is a reasonable expectation of privacy. Students who violate this policy may be subject to discipline up to and including expulsion.

### **Weather-Related School Closing**

The Superintendent will occasionally announce an emergency early school dismissal, late start, or cancellation of school due to extreme heat, snow or ice. School closings will be announced on television stations KLKN Channel 8 and KOLN Channel 10 and via Thrillshare by Apptegy, the Mobile Applicant and Notification System. In addition, Facebook and Twitter will be updated with school closing information. Parents should assume that school is open, and a regular schedule is being followed if there is no announcement concerning the school district. Please do not call the

school or individual staff members to find out whether school is being canceled. Parents who do not believe it is safe to transport their students to school may keep their students home after contacting the district office; however, the absence will count as a parent excused absence (AE) not as a school excused absence (ASE).

If school is closed due to severe weather conditions, all before and after-school activities and practices will be canceled.

### **Withdrawal From School**

Parents need to notify the school office if they are moving from the district. Students must complete a check-out sheet and return all properties to school prior to departure. If you are 16 or older and are permanently withdrawing from school, it will require completed NDE documentation.

### **Work Permits**

The building principal or other authorized school official shall be responsible for the issuance of work permits for children in accordance with state law.

## **ACADEMIC INFORMATION**

### **Class Rank**

Student class rank shall be determined by using a numeric percentage derived from all classes graded on a percentage basis.

### **Grades**

Students will receive percentage grades for their academic classes.

The grading system for grades 2 - 12 is as follows:

A 100% - 94%

B 93% - 86%

C 85% - 78%

D 77% - 70%

F 69% - 0%

The grading system for grades K – 1 is as follows:

“E” = Excellent

“S” = Satisfactory

“N” = Needs Improvement

“I” = Improving

A student may earn an incomplete score when he or she fails to complete classroom assignments. Any student in grades 6-11 who receives an incomplete will have this grade recorded on his/her permanent record until the required work is completed to the teacher's satisfaction. If a student does

not remove an incomplete by completing the minimum classroom assignments, the incomplete will be calculated as a failing grade in determining the student's grade point average.

If a student does not remove an incomplete by completing the necessary work within two weeks of the end of the grading period, the incomplete will become a failing grade that the student may make up only by taking the entire course again or enrolling in summer school. The two-week period may be extended by mutual agreement of the teacher, principal, and student.

A student who receives an incomplete during his/her senior year must satisfactorily complete the classroom assignments to participate in the graduation ceremony. Seniors with incompletes will not be dismissed from school attendance until the classroom assignments are completed to the teacher's satisfaction.

### **Graduation Awards**

The semester grades, by numerical percentage of each student for all scholastic courses shall be averaged to determine Cum Laude status. The students with the highest (98% or higher) shall graduate Summa Cum Laude (Yellow cords). The second highest average (94%-97.99%) shall graduate Magna Cum Laude (White cords). The third highest average (92-93.99%) shall graduate Cum Laude (Blue cords). Students will receive cords for graduation based on their Cum Laude status.

The above averages will be determined, by carrying percentages to the hundredth place. A Senior's GPA that is calculated for Cum Laude is the cumulative total after 7 semesters. Any student graduating Cum Laude or higher are eligible for the student speaking parts in the graduation ceremony. The High School Principal will determine the process for selecting those speakers.

### **Graduation Requirements**

Students must earn 270 total credit hours in order to graduate from high school.

Required courses and credit hours that students must complete beginning with their Freshman year in order to qualify for the Shelby-Rising City High School Diploma are:

English	40 Semester Hours to include English 9, 10, 11
Social Studies	30 Semester Hours to include: American History, World History and Civics
Mathematics	30 Semester Hours
Science	30 Semester Hours to include:

Visual/Performing Arts	Physical Science and Biology 10 Semester Hours
Electives	90 Semester Hours
Career Education	20 Semester Hours to include: Informational Technology I
P.E. and/or Health	10 Semester Hours
Speech	5 Semester Hours
Personal Finance	5 Semester Hours

Juniors are required to enroll in a math, science, and English course.

Transfer students must meet the minimum hour requirement for graduation both in terms of total number and specific subject areas. Substitutions may be made for deficiencies in required courses, provided that it was not possible to include the courses on the student's schedule while enrolled at this school district.

Parents of students who may not qualify for their high school diploma because of academic deficiencies will be notified of this possibility by the beginning of the second semester of the student's senior year.

### **Homework**

Classroom teachers may assign homework. Parents who have questions about homework or concerns about class work should contact the teacher. Questions not resolved by the teacher should be referred to the building Principal.

Each student is expected to spend some time preparing for studies outside of school hours. The amount of time that is needed will depend upon each student.

Students who struggle to complete assignments or who must spend an inordinate amount of time completing an assignment should seek the help and advice of their teachers.

### **Honor Roll**

To qualify for the Honor Roll, a student must have earned a grade of 86 or above in all subjects. To qualify for the Roll of Excellence, a student must have earned a grade of 94 or above in all subjects.

Any student who receives an "I" Incomplete in any subject is not eligible to be on the Roll of Excellence or Honor Roll.

## **Mid-Term Graduation**

Students are generally required to attend four years of high school to be eligible to receive a diploma from the school district.

The Board of Education, upon receiving administrative recommendation, may grant mid-term exit from high school to students who have completed the requirements for graduation. To be considered for mid-term exit from high school, the student and his/her parents or guardian must apply on or before the April Board Meeting of the student's Junior year. The Board of Education will act on all requests. Any student who is granted mid-term exit from high school forfeits all privileges of high school enrollment, except the right to participate in commencement exercises.

## **Report Cards**

Grades are continually updated and available via the PowerSchool Student Information System. This is a great place for students and parents to monitor academic progress. Please contact the school if you need assistance in setting up your account. Report Cards at the end of each semester will be sent home once grades are finalized for that semester.

# **STUDENT DISCIPLINE**

## **General Discipline Philosophy**

The school district has the authority to discipline students who behave inappropriately on the way to school, at school, during lunch, on the way home, and at all school activities (home and away or any time while on school or district property).

The school district's discipline is guided by the following principles:

1. The school district's discipline policy is intended to ensure that students take responsibility for their behavior.
2. Behavior expectations and the consequences for failing to meet those expectations will be clearly communicated to all students and their parents.
3. The severity of consequences for violating behavior expectations will generally be progressive in nature. That is, sanctions will increase with each instance of misconduct; however, each instance will be assessed on its own facts, and sanctions will be imposed based on the severity of the misconduct.
4. Parents play a vital role in supporting and reinforcing the school district's expectations of their students.
5. Behavior expectations apply to all students; consequences are enforced consistently without regard to a student's academic record or achievement.

Extracurricular activities are governed by the Student Activity Handbook. Students who are involved in extracurricular activities may face consequences related to the activity in addition to the consequences discussed in this handbook.

The school district reserves the right to refer to the appropriate non-school agency any act or conduct

of its students which may constitute a crime under federal, state, county, or local law. The administration will cooperate with these agencies in their investigations.

## **Forms of School Discipline**

Administrative and teaching personnel may take actions regarding student behavior which are reasonably necessary to aid the student, further school purposes, or prevent interference with the educational process. Such actions may include, but need not be limited to, counseling of students, parent conferences, rearrangement of schedules, requirements that a student remain in school after regular hours to do additional work, restriction of extracurricular activity, or requirements that a student receive counseling, psychological evaluation, or psychiatric evaluation upon the written consent of a parent or guardian to such counseling or evaluation. The actions may also include in-school suspensions during the day. When in-school suspensions, after-school assignments, or other disciplinary measures are assigned, the student is responsible for complying with such disciplinary measures; and a failure to serve such assigned discipline as directed will serve as grounds for further discipline, up to expulsion from school. District administrators may develop building-specific protocols for the imposition of student discipline.

In this section, references to "Principal" shall include building principals, the principal's designee, or other appropriate school district administrators.

Any student who is suspended or expelled from school pursuant to this section may not participate in any school activity during the duration of that exclusion including adjacent school holidays and weekends. The student activity eligibility of a student who is mandatorily reassigned shall be determined on a case-by-case basis by the principal of the building to which the student is reassigned.

## **After School Sessions and Detentions**

Teachers and administrators may require students to stay after school or to serve detention when the student violates any of the rules contained in this handbook or violates classroom-specific conduct rules set by individual teachers.

Students who ride the bus home from school will be given a 24-hour notice of after school time or a detention so that the parents may make plans to pick up the student the following day. A student who has a conflict with an after-school session is responsible for working it out with the teacher or Building Principal.

- A student who fails to attend an after school session may be given detention by the teacher or may face additional disciplinary consequences up to and including long-term suspension and/or expulsion.
- A student who fails to serve their detention may not be allowed to participate in activities.
- Detentions are 30 minutes, served in the office or designated detention room.

## **In-School Suspension**

The Building Principal may require a student to serve in-school suspension. Students not completing the requirements of ISS will face further disciplinary action. The student is expected to complete all

work assigned & WILL receive credit for all completed work. Students who earn ISS are not allowed to participate or attend student activities. This includes activities such as NSAA sponsored events. There will be zero tolerance for behavior problems for students placed in ISS.

The Building Principal will make the final determination if a specific activity qualifies.

### **Emergency Exclusion**

Students may be emergency excluded from school pursuant to the board's separate policy on emergency exclusion or state law.

### **Short-Term Suspension**

The principal may suspend a student up to 5 school days for conduct which constitutes grounds for expulsion under the law or violates the rules of the Board of Education and/or the school.

1. The principal will investigate.
2. The student will receive oral or written notice of the charges and reason for the suspension.
  - a. They will also be told the basis of the evidence used to make the decision.
3. The student will be given the opportunity to present their version of the story.
4. An attempt to notify parents will be made within 24 hours.
5. A conference for re-entry to school may take place with parents.

The student is expected to complete all work assigned & WILL receive credit for all completed work. Students who earn OSS are not allowed to participate or attend student activities at home or away. Students in OSS are not allowed on school grounds without permission from the Building Principal.

### **Long-Term Suspension**

Students may be excluded, by the Principal, from school or any school function for a period of more than five school days but less than twenty school days (long term suspension) for any conduct constituting grounds for expulsion as hereinafter set forth. The process for long-term suspension is set forth below.

On the date of the decision, a written charge and a summary of the evidence supporting such charge shall be filed with the superintendent. The school will, within two days after the decision, send written notice by registered or certified mail to the student and his or her parent or guardian informing them of the rights established under State Law 79-254 & 79-296. Refer to board policy for an outline of what will be included in the letter.

### **Expulsion**

1. **Meaning of Expulsion.** Expulsion means exclusion from attendance in all schools, grounds and activities of or within the system for a period not to exceed the remainder of the semester in which it took effect unless the misconduct occurred (a) within ten school days prior to the end of the first semester, in which case the expulsion shall remain in effect through the second semester, or (b) within ten school days prior to the end of the second semester, in which case the expulsion shall remain in effect for summer school and the first semester of the following

school year, or (c) unless the expulsion is for conduct specified in these rules or in law as permitting or requiring a longer removal, in which case the expulsion shall remain in effect for the period specified therein. Such action may be modified or terminated by the school district at any time during the expulsion period.

2. **Summer Review.** Any expulsion that will remain in effect during the first semester of the following school year will be automatically scheduled for review before the beginning of the school year. The review will be conducted by the hearing officer who conducted the initial expulsion hearing, or a hearing officer appointed by the Superintendent in the event no hearing was previously held or the initial hearing officer is no longer available or willing to serve, after the hearing officer has given notice of the review to the student and the student's parent or guardian. This review shall be limited to newly discovered evidence or evidence of changes in the student's circumstances occurring since the original hearing. This review may lead to a recommendation by the hearing officer that the student be readmitted for the upcoming school year. If the school board or board of education or a committee of such board took the final action to expel the student, the student may be readmitted only by action of the board. Otherwise, the student may be readmitted by action of the Superintendent.
3. **Suspension of Enforcement of an Expulsion:** Enforcement of an expulsion action may be suspended (i.e., "stayed") for a period of not more than one full semester in addition to the balance of the semester in which the expulsion takes effect, and as a condition of such suspended action, the student may be assigned to a school, class, or program/plan and to such other consequences which the school district deems appropriate.
4. **Alternative School or Pre-expulsion Procedures.** The school shall provide either an alternative school, class or educational program for expelled students or shall follow the pre-expulsion procedures outlined in Neb. Rev. Stat. 79-266.

### **Grounds for Short & Long-Term Suspension, Expulsion, or Mandatory Reassignment:**

The following conduct constitutes grounds for long-term suspension, expulsion, or mandatory reassignment, subject to the procedural provisions of the Student Discipline Act, Neb. Rev. Stat. § 79-254 through 79-296, when such activity occurs on school grounds, in a vehicle owned, leased, or contracted by a school being used for a school purpose or in a vehicle being driven for a school purpose by a school employee or by his or her designee, or at a school-sponsored activity or athletic event:

1. Uses violence, force, threat or intimidation in a manner causing substantial interference with school purposes; or
2. Causes or attempts to cause substantial damage to school or private property or steals or attempts to steal school or private property of substantial value; or
3. Causes or attempts to cause physical injury to another person except in self-defense; or threatens or intimidates any student for the purpose or intent of obtaining something of value from the student; or
4. Possesses or transmits any firearm, knife, explosive or other dangerous object that is ordinarily considered a weapon; or
5. Engages in the unlawful possession, selling, dispensing, or use of a controlled substance or an imitation controlled substance, as defined in section 28-401, a substance represented to be a controlled substance, or alcoholic liquor as defined in section 53-103 or being under the

- influence of a controlled substance or alcoholic liquor; or
6. Commits public indecency as defined in Nebraska statute 28-806 if that student is at least twelve years of age but less than nineteen years of age; or
  7. Commits or attempts to commit sexual assault against any person if a complaint has been filed by a prosecutor alleging the incident as required in Nebraska statute 79-267.8; or
  8. Engages in bullying as defined in section 79-2,137; or
  9. Engages in any other illegal activity which constitutes a danger to other students or interferes with school purposes; or
  10. Repeatedly violates the policies, rules and standards of student conduct established by the district; or
  11. Violation of any of the following rules if such violations constitute a substantial interference with school purposes:
    - a. The use of language, written or oral, or conduct, including gestures, which is profane or abusive to students or staff members. Profane or abusive language or conduct includes, but is not limited to, that which is commonly understood and intended to be derogatory toward a group or individual based upon race, gender, national origin, or religion;
    - b. Dressing or grooming in a manner which violates the school district's dress code and/or is dangerous to the student's health and safety, a danger to the health and safety of others, or which is disruptive, distracting or indecent to the extent that it interferes with the learning and educational process;
    - c. Violating school bus rules as set by the school district or district staff;
    - d. Possessing, using, selling, or dispensing tobacco, drug paraphernalia, or a tobacco imitation substance or packaging, regardless of form, including cigarettes, chewing tobacco, and any other form of tobacco or imitation, such as electronic cigarettes, vapor pens, etc.;
    - e. Possessing, using, selling, or dispensing any drug paraphernalia or imitation of a controlled substance regardless of whether the actual substance possessed is a controlled substance by Nebraska law;
    - f. Possession of pornography;
    - g. Sexting or the possession of sexting images (a combination of sex and texting - the act of sending sexually explicit messages or photos electronically);
    - h. Engaging in hazing, defined as any activity expected of someone joining a group, team, or activity that humiliates, degrades or risks emotional and/or physical harm, regardless of the person's willingness to participate. Hazing activities are generally considered to be: physically abusive, hazardous, and/or sexually violating and include but are not limited to the following: personal servitude; sleep deprivation and restrictions on personal hygiene; yelling, swearing and insulting new members/rookies; being forced to wear embarrassing or humiliating attire in public; consumption of vile substances or smearing of such on one's skin; branding; physical beatings; binge drinking and drinking games; sexual simulation and sexual assault;
    - i. Bullying which shall include cyber-bullying, defined as the use of the internet, including but not limited to social networking sites such as Facebook, cell phones or other devices to send, post or text message images and material intended to hurt or embarrass another person. This may include, but is not limited to; continuing to send e-mail to someone who has said they want no further contact with the sender; sending or posting threats, sexual remarks or pejorative labels (i.e., hate speech); ganging up on victims by making

them the subject of ridicule in forums, and posting false statements as fact intended to humiliate the victim; disclosure of personal data, such as the victim's real name, address, or school at websites or forums; posing as the identity of the victim for the purpose of publishing material in their name that defames or ridicules them; sending threatening and harassing text, instant messages or emails to the victims; and posting or sending rumors or gossip to instigate others to dislike and gang up on the target;

- j. Violation of the district's computer acceptable computer use policy are subject to discipline, up to and including expulsion; and
- k. Any other violation of a rule or regulation established by a school district staff member pursuant to authority delegated by the board.

The length of any suspension, expulsion, or mandatory reassignment shall be as provided or allowed by law.

## **Guidelines for Various Infractions**

**ALCOHOL AND/OR DRUGS:** The use or possession on school grounds or at school functions. This includes the misuse of prescription and/or over-the-counter drugs. *MANDATORY REPORTING TO LAW ENFORCEMENT.*

1<sup>ST</sup> Offense: Maximum 15 days OSS.

2<sup>ND</sup> Offense: Recommendation of Expulsion.

**BULLYING/HARASSMENT:** Behaviors that are found to be threatening or disturbing towards another person.

Each Offense: Maximum 5 days Suspension.

**CHEATING:** Copying someone's work and passing it off as your own original work or allowing your work to be copied by someone else who then passes it off as their own original work. *(The student may, in writing, appeal any loss of credit due to cheating to the Principal. That decision will be binding.)*

- a. Each Offense: Office Referral Form shall be completed and turned into administration immediately. Student(s) will be responsible for learning and will redo assignments in a timeframe and with parameters provided by administration. Additional administrative action may be taken.

**DISORDERLY CONDUCT:** Insubordination, vulgar language, or behavior that impedes the learning environment, causing a student to report to the principal's office.

Each Offense: Maximum 5 days Suspension.

**ELECTRONIC DEVICE MISUSE:** Cell phones & other electronic devices must be turned off and kept out of sight during the school day.

1<sup>ST</sup> Offense: Office Referral Form Written. Parent notified; device returned to student at the end of the day.

2<sup>nd</sup> Offense: Office Referral Form Written. Parent notified; device will be returned to the parent, & detention assigned.

3<sup>rd</sup> Offense: Office Referral Form Written. Parent notified, device will be returned to the parent, meeting with parent will be held to discuss future consequences, & detention assigned.

**FIGHTING**: Engaging in or threatening physical contact for the purpose of inflicting harm on another person (not a pushing match). *MANDATORY REPORTING TO LAW ENFORCEMENT.*

1<sup>st</sup> Offense: Minimum 5 days OSS for all students involved in the fight.

2<sup>nd</sup> Offense: Minimum 15 days OSS.

3<sup>rd</sup> Offense: Recommendation of Expulsion.

**TOBACCO**: Possessing, using, selling, or dispensing tobacco, or a tobacco imitation substance or packaging, regardless of form, including cigarettes, chewing tobacco, and any other form of tobacco or imitation, such as electronic cigarettes, vapor pens, etc.

1<sup>st</sup> Offense: Maximum 5 days Suspension.

2<sup>nd</sup> Offense: Maximum 15 days Suspension.

3<sup>rd</sup> Offense: Recommendation of Expulsion.

**STRIKING OR HITTING A STAFF MEMBER**: *MANDATORY REPORTING TO LAW ENFORCEMENT*

1<sup>st</sup> Offense: Immediate OSS. Recommendation of Expulsion.

**TRUANCY**: The absence of which the parent is not aware at the time you are not at school. Parent awareness must be before the absence, not after the fact.

1<sup>st</sup> Offense: Maximum of 2 days ISS with additionally assigned detention time.

2<sup>nd</sup> Offense: 2 -5 days ISS with additionally assigned detention time.

3<sup>rd</sup> Offense: A meeting with the parent and principal will be held to determine appropriate consequences which could include credits being withheld at the end of the semester.

**VANDALISM (Misdemeanor) AND/OR THEFT**: *MANDATORY REPORTING TO LAW ENFORCEMENT*

1<sup>st</sup> Offense: Maximum 5 days Suspension.

2<sup>nd</sup> Offense: Maximum 15 days Suspension.

3<sup>rd</sup> Offense: Recommendation of Expulsion.

Consequences for felony vandalism will be based on the seriousness of the infraction.

**VIOLENT BEHAVIOR/THREATS OF PHYSICAL HARM TO STUDENTS OR STAFF**: The principal must believe there was a true threat to classify the incident under this category. All incidents under this category will require *MANDATORY REPORTING TO LAW ENFORCEMENT.*

1<sup>st</sup> Offense: Maximum 5 days Suspension.

2<sup>nd</sup> Offense: Maximum 15 days Suspension.

3<sup>rd</sup> Offense: Recommendation of Expulsion.

## **Due Process Afforded to Students Facing Long-term Suspension or Expulsion**

The following procedures shall be followed with regard to any long-term suspension, expulsion or mandatory reassignment.

1. On the date of the decision to discipline, the Principal shall file with the Superintendent a written charge and a summary of the evidence supporting such charge.
2. The Principal shall serve the student and the student's parents or guardian with a written notice by registered or certified mail or personal service within two school days of the date of the decision to recommend long-term suspension or expulsion. The notice shall include the following:
  - a. The rule or standard of conduct allegedly violated and the acts of the student alleged to constitute a cause for long-term suspension, expulsion, or mandatory reassignment, including a summary of the evidence to be presented against the student;
  - b. The penalty, if any, which the principal has recommended in the charge and any other penalty to which the student may be subject;
  - c. A statement that, before long-term suspension, expulsion, or mandatory reassignment for disciplinary purposes can be invoked, the student has a right to a hearing, upon request, on the specified charges;
  - d. A description of the hearing procedures provided by the act, along with procedures for appealing any decision rendered at the hearing;
  - e. A statement that the principal, legal counsel for the school, the student, the student's parent, or the student's representative or guardian has the right (i) to examine the student's academic and disciplinary records and any affidavits to be used at the hearing concerning the alleged misconduct and (ii) to know the identity of the witnesses to appear at the hearing and the substance of their testimony; and
  - f. A form on which the student, the student's parent, or the student's guardian may request a hearing, to be signed by such parties and delivered to the principal or superintendent in person or by registered or certified mail.
3. When a notice of intent to discipline a student by long-term suspension, expulsion, or mandatory reassignment is filed with the superintendent, the student may be suspended by the principal until the date the long-term suspension, expulsion, or mandatory reassignment takes effect if no hearing is requested or, if a hearing is requested, the date the hearing examiner makes the report of his or her findings and a recommendation of the action to be taken to the superintendent, if the principal determines that the student must be suspended immediately to prevent or substantially reduce the risk of (a) interference with an educational function or school purpose or (b) a personal injury to the student himself or herself, other students, school employees, or school volunteers.
4. Nothing in this policy shall preclude the student, student's parents, guardian or representative from discussing and settling the matter with appropriate school personnel prior to the hearing stage.
5. If a hearing is requested within five days after receipt of the notice, the Superintendent shall appoint a hearing officer who shall follow the "hearing procedures" outlined below.
6. If a hearing is requested more than five school days following the receipt of the written

notice, but not more than thirty calendar days after receipt, the Superintendent shall appoint a hearing officer who shall follow the "hearing procedures" outlined below, except that the time constraints set forth may differ as provided by law and this policy. The student shall be entitled to a hearing, but the consequence imposed may continue in effect pending final determination.

7. If a request for hearing is not received within thirty calendar days following the mailing or delivery of the written notice, the student shall not be entitled to a hearing. In the event a hearing is requested, the hearing, hearing procedures, the student's rights and any appeals or judicial review permitted by law shall be governed by the applicable provisions of the Nebraska Student Discipline Act (Neb. Rev. Stat. § 79- 254 to 79-294). The school district will provide parents with copies of the relevant statutes upon request.

## **PBiS – Positive Behavioral Interventions and Supports**

PBiS is a process to increase student achievement and success while decreasing students' challenging behaviors. By working together, staff, students, and parents help create a safer more effective environment. Behavior expectations are defined, taught, and reviewed with all students. The expectations are posted throughout the school in designated areas. We encourage parents to use the same expectations and rules that the school teaches. This common language creates consistency and a unified support for expected student behavior.

We know that when good behavior and good teaching come together, our students will excel in their learning. Our strategies are based on the belief that:

***“Positive behaviors from adults and students lead to an improved learning environment and increased learning.”***

### **Our consistent school rules are:**

- ◆ Be Responsible
- ◆ Active Learning
- ◆ Respect Others and school
- ◆ Keep Safe

These four rules apply to all areas of the school buildings and grounds. Classroom teachers also post their individual rules and expectations for their academic areas.

Students earn '**Positive Paws**' for positive behaviors. '**Paws**' are posted at the entryways and a copy is sent home to parents. Any staff member can give out '**Paws**' to students. Drawings are held monthly for the students & staff to win prizes as rewards for their positive behavior!

Consequences are given to student non-compliant behaviors. These fall into 2 groups, Minor and Major according to the definitions within the program guidelines (see Student Behavior Management Process Flowchart). Students who exhibit poor choices that are defined as Minor behaviors are retaught the expectation and acknowledge this choice by signing a Behavior Log. Students who display behaviors identified as Major are referred to the Building Principal for consequences of their actions. Serious infractions that result in suspension (ISS and OSS) or expulsion have been outlined in the "Guidelines for Various Infractions"

section of this handbook.

## **STAFF DIRECTORY**

### **Administration**

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## BELL AND LUNCH SCHEDULES

### Regular School Day

1st	2nd	3rd	4th	5th	6A	6B	7th	8th	Advisory
8:10 - 8:58	8:58 - 9:46	9:46 - 10:34	10:34 - 11:22	11:22 - 12:10	12:10 - 12:40 (Lunch)	12:10 - 12:58 (Class)	1:28 - 2:16	2:16 - 3:04	3:04 - 3:27
					12:40 - 1:28 (Class)	12:58 - 1:28 (Lunch)			

### Two Hour Late Start (10:10am)

1st	2nd	3rd	Advisory	6A	6B	4th	5th	7th	8th
10:10 - 10:42	10:43 - 11:16	11:16 - 11:49	11:49 - 12:10	12:10 - 12:43 (Lunch)	12:10 - 12:43 (Class)	1:16 - 1:49	1:49 - 2:22	2:22 - 2:55	2:55 - 3:27
				12:43 - 1:16 (Class)	12:43 - 1:16 (Lunch)				

### Early Out (1:25pm)

1st	2nd	3rd	4th	5th	7th	8th	6A	6B
8:10 - 8:45	8:45 - 9:20	9:20 - 9:55	9:55 - 10:30	10:30 - 11:05	11:05 - 11:40	11:40 - 12:15	12:15 - 12:50 (Lunch)	12:15 - 12:50 (Class)
							12:50 - 1:25	12:50 - 1:25 (Lunch)

### (PRE SCHOOL DAY)

- 3 years old - 8:15 a.m. to 11:15 a.m. (Monday - Thursday)
- 4 years old - 12:10 p.m. to 3:10 p.m. (Monday - Thursday)
  - Friday morning - 8:15 a.m. to 11:15 a.m.
- NO PRE SCHOOL ON PD DAYS FOR STAFF (Wednesdays at the end of the month)

**ELEMENTARY SCHOOL DAY**

- 8:30 a.m. to 3:35 p.m. (8:10 a.m. to 3:15 p.m.)

**SECONDARY SCHOOL DAY**

- 8:30 a.m. to 3:45 p.m. (8:10 a.m. to 3:27 p.m.)

**Lunch Schedules**

- Kindergarten 10:50-11:20
- First Grade 10:50-11:20
- Second Grade 11:10-11:40
- Third Grade 11:10-11:40
- Fourth Grade 11:30-12:00
- Fifth Grade 11:30-12:00
  
- Secondary Lunch A 12:10-12:40
- Secondary Lunch B 12:58-1:28

## **NATIONAL HONOR SOCIETY - (NHS)**

Shelby-Rising City Public Schools will sponsor a Chapter of the National Honor Society by developing local procedures that are in accordance with the National guidelines.

**Principal:** Appoints a faculty member to serve as sponsor and other faculty to serve as council members for the NHS. The principal is in attendance at all council meetings as a non-voting participant.

**Sponsor:** Faculty member who is appointed to serve as advocate for the Shelby-Rising City Chapter of NHS. The sponsor is in attendance at all meetings as a non-voting participant. Sponsor duties include, but are not limited to: organize all Chapter activities, including election, disciplinary and dismissal procedures; chair all Faculty Council meetings, and anything else that pertains to NHS.

**Faculty Council:** A 5-member faculty team is responsible for voting on matters pertaining to the Chapter, including election, discipline and dismissal of members. An individual faculty member serves in two-year blocks of time and membership on the team is rotated through the secondary faculty.

**Candidates:** Any Shelby-Rising City 11<sup>th</sup> or 12<sup>th</sup> grade student who meets the criteria.

Criteria for Membership

**Scholarship:** The member must maintain a minimum grade point average (GPA) of 93%.

**Service:** The member upholds scholarship and is loyal to the school, participates in some outside activity (scouts, church, volunteer work in school, home or community), works well with others while assuming difficult responsibilities, cheerfully renders requested service to the school, represents the class or school in inter-class or inter-school activities, does committee work without complaining, shows courtesy by assisting visitors, teachers, and students.

**Leadership:** The member promotes school activities, influences peers in upholding school ideals, improves civic life in the school, has a positive attitude, inspires positive behavior in others, holds office or other positions or responsibility, is dependable and accepts responsibility, demonstrates leadership at home, school, work, and community.

**Character:** The member takes constructive criticism willingly, exemplifies desirable qualities of behavior, upholds principles of morality and ethics, cooperates and complies with school regulations, demonstrates honesty and reliability, shows courtesy, concern and respect for others, observes school instructions and rules, is truthful and avoids cheating, actively works to rid the school of negative influences.

### **Selection Process**

Beginning with the class of 2016: At the end of second semester, the guidance counselor will inform the Sponsor of all students (those entering 11<sup>th</sup> and 12<sup>th</sup> grade) who have a minimum GPA of 93%. The Sponsor will inform students at the beginning of the next school year that they meet the scholarship criteria. The student will be asked to complete a questionnaire indicating their desire to be selected as a member of NHS. Once students complete the questionnaire and return it to the Sponsor, the Faculty Council will evaluate the materials. The Faculty Council will conduct an interview with each of the candidates prior to final selection. The Faculty Council then evaluates the student questionnaire, the interview and the faculty responses. The Faculty Council will make their

decision on the applicant's candidacy by having each Council member assign a number value from 1 to 10 for each criterion: scholarship, leadership, service, character and the interview for each applicant. The minimum value given for scholarship has been determined to be 8. Those students whose point total averages 40 or above will receive a letter notifying of their selection for membership. A parent and student meeting will take place prior to the candidate submitting a letter of acceptance or refusal into the organization. Induction will be held during September and students become active NHS members after the initiation ceremony.

### **Disciplinary Procedure**

A member who fails to adhere to all criteria will be subjected to the NHS members' predetermined point system that will be used to help the Faculty Council determine when a member needs to receive a warning or possible dismissal from the NHS. If a member accumulates less than half the points for dismissal in a year, the points accumulated will be dismissed and a clean slate will occur for the next school year. If a member has accumulated one-half or more of the points that could lead to dismissal, those points will be rolled over into the new school year for returning students.

A member who fails to adhere to all the criteria may be dismissed from the Chapter by a vote of the Faculty Council. Members will not be dismissed from NHS without receiving a written warning from the Sponsor identifying and detailing the deficient criteria. The decision to issue a warning will be by majority vote of the Faculty Council or a predetermined point accumulation. In the case of scholarship, a warning will be issued if a member's cumulative average falls below a 93%. The member must raise the average to 93% or above by the following semester's grading period to remain a member. If other criteria are not being met, a member will not be allowed a second violation of the indicated deficiency, nor would they be allowed other additional deficiencies. A vote for dismissal does not require a second warning before the action of the Council.

***Exception:*** No warning is required if a member is guilty of, or confesses to, violating school rules that require a long term suspension or an expulsion; also, no warning is required if a member is found guilty of, or confesses to, any action of flagrant violation of civil laws or school laws.

**Shelby-Rising City Public School  
Combined District and School**

**Title I Parent and Family Engagement Policy**

Shelby-Rising City Public School intends to follow the Title I Parent and Family Engagement Policy guidelines in accordance with federal law, *Section 1116(a -f) ESSA, (Every Student Succeeds Act) of 2015.*

**In General** The written District parent and family engagement policy has been developed jointly with, updated periodically and distributed to parents and family members of participating children and the local community in an understandable and uniform format. This policy agreed on by such parents describes the means for carrying out the requirements as listed below.

- Parents and family members of all students are welcomed and encouraged to become involved with their child's school and education; this includes parents and family members that have limited English proficiency, limited literacy, are economically disadvantaged, have disabilities, racial or ethnic minority background or are migratory children. Information related to school and parent programs, meetings, school reports and other activities are sent to the parents of participating children in a format, and to the extent practicable, in a language the parents can understand. Some events include:

Back to School Night	Parent-Teacher Conferences	Annual Parent Meeting
Book-It Kick-off Event	Family Fun Nights	Science Fair
Wax Museum Event	Elementary Awards Assembly	Circle of Friends

- Parents are involved in the planning, review, evaluation and improvement of the Title I program, Parent and Family Engagement Policy and the School-Parent Compact at an annual parent meeting scheduled at a convenient time. This would include the planning and implementation of effective parent and family involvement activities.
- Conduct, with meaningful parent and family involvement, an annual evaluation of the content and effectiveness of the Parent and Family Engagement Policy. Use the evaluation findings to design evidence-based strategies for more effective parental involvement, and to revise the Parent and Family Engagement Policy.
- Opportunities are provided for parents and family members to participate in decisions related to the education of their child/children. The school and local educational agency shall provide other reasonable support for parental involvement activities. Some activities include:

Perceptual Surveys	Annual Parent Meeting	Advisory Board
PBiS Committee	School Improvement	Family Engagement Event Committees

- Parents of participating children will be provided timely information about programs under this part, a description and explanation of the curriculum in use, the forms of academic assessment used to measure student progress and the achievement levels of the challenging State academic standards. The school will provide assistance, opportunities, and/or materials and training to help parents work with their children to improve their children's academic achievement in a format, and when feasible, in a language the parents and family members can understand. Some information includes:

Online Student Handbook	Standardized Test Results
Parent -Teacher Conferences	Progress Reports and Report Card

- Educate teachers, specialized instructional support personnel, principals, and other school leaders, with the assistance of parents in the value and utility of contributions of parents, how to reach out to, communicate with and work with parents as equal partners.
- Coordinate and integrate parental involvement programs and activities with other Federal, State and local programs, including preschool programs that encourage and support parents in more fully participating in the education of their children. Some activities include:

Migrant Summer Program	SRC Elementary Summer School
Shelby Community Library Story Hours	

Revised May 2022

Reviewed March 2023 - no revisions

**Shelby-Rising City Public School**  
**Política Combinada de Distrito y Escuela Title 1 para Padres y Familiares**

Shelby-Rising City Public School tiene la intención de seguir las pautas de la Política de participación de padres y padres del Título I de acuerdo con la ley federal, Sección 1116 (a -f) ESSA, (Cada estudiante triunfa) de 2015.

**En General**

La política escrita de participación del padre y la familia del distrito se ha desarrollado conjuntamente con, actualizaciones periódicas y distribuida a los padres y familiares de los niños participantes y la comunidad local en un formato comprensible y uniforme. Esta política acordada por dichos padres describe los medios para llevar a cabo los requisitos que se enumeran a continuación.

· Los padres y familiares de todos los estudiantes son bienvenidos y alentados a involucrarse con la escuela y la educación de sus hijos; esto incluye a los padres y miembros de la familia que tienen un dominio limitado del inglés, alfabetización limitada, están en desventaja económica, tienen discapacidades, antecedentes de minorías raciales o étnicas o son niños migratorios. La información relacionada con los programas escolares y de padres, reuniones, informes escolares y otras actividades se envían a los padres de los niños participantes en un formato, y en la medida de lo posible, en un idioma que los padres puedan entender.

Algunos eventos incluyen:

Noche de regreso a la escuela	Conferencias de padres y maestros	Reunión anual de padres
Evento de lanzamiento Book-It	Noches de diversión familiar	Feria de ciencias
Evento del museo de cera	Asamblea de premios de primaria	Círculo de amigos

· Los padres participan en la planificación, revisión, evaluación y mejora del programa de Título I, la Política de participación de padres y familias y el Acuerdo entre escuela y padres en una reunión anual de padres programada en un momento conveniente. Esto incluiría la planificación e implementación de actividades efectivas de participación de los padres y la familia.

· Conducta, con la participación significativa de los padres y la familia, una evaluación anual del contenido y la eficacia de la Política de participación de los padres y la familia. Use los hallazgos de la evaluación para diseñar estrategias basadas en la evidencia para una participación más efectiva de los padres, y para revisar la Política de participación de padres y familias.

· Se ofrecen oportunidades para que los padres y familiares participen en las decisiones relacionadas con la educación de sus hijos. La escuela y la agencia educativa local deberán proporcionar otro apoyo razonable para las actividades de participación de los padres.

Algunas actividades incluyen:

Encuestas de percepción	Reunión anual de padres Junta asesora
Comité PBIS Comités	mejoramiento escolar eventos de participación familiar

· Los padres de los niños participantes recibirán información oportuna sobre los programas de esta parte, una descripción y explicación del plan de estudios en uso, las formas de evaluación académica utilizadas para medir el progreso del estudiante y los niveles de logro de los estándares académicos estatales desafiantes. La escuela brindará asistencia, oportunidades y / o materiales y capacitación para ayudar a los padres a trabajar con sus hijos para mejorar los logros académicos de sus hijos en un formato, y cuando sea factible, en un idioma que los padres y familiares puedan entender.

Parte de la información incluye:

Manual del estudiante en línea	Resultados de exámenes estandarizados
Conferencias	Informes de progreso y

· Educar a los maestros, personal de apoyo instructivo especializado, directores y otros líderes escolares, con la asistencia de los padres sobre el valor y la utilidad de las contribuciones de los padres, cómo llegar, comunicarse y trabajar con los padres como socios iguales.

· Coordinar e integrar los programas y actividades de participación de los padres con otros programas federales, estatales y locales, incluidos los programas preescolares que fomentan y apoyan a los padres para que participen más plenamente en la educación de sus hijos.

Algunas actividades incluyen:

Programa de verano para inmigrantes	SRC Elementary Summer School
Shelby Horario de cuentos de la biblioteca comunitaria	

visado en mayo de 2022

revisado en marzo de 2023 - sin revisiones



**Parent-Student-School  
Schoolwide Title I  
Elementary Learning Compact  
Shelby-Rising City Public School**



*This Title I School-Parent Compact has been jointly developed with parents and outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement and the means by which the school and parents will build and develop a partnership to help children achieve the State's high academic standards. At the annual parent-teacher conferences the compact shall be discussed as it relates to the individual child's achievement.*

**PARENT/GUARDIAN AGREEMENT**

As a parent/guardian, I understand that being actively involved in my child's learning will help him/her be successful and have a good attitude about learning. Therefore, I agree to carry out the following responsibilities:

- provide a homework routine for my child
- support the school's discipline program
- read to or with my child 15 minutes a day, 5 days a week so he/she will experience the joy of reading

**STUDENT AGREEMENT**

As a student, I understand that school is important because it will help me learn skills to be successful in my life. Therefore, I agree to carry out the following responsibilities:

- always try to do my best by following the school's discipline program
- be responsible and cooperative at home with homework and when my family reads to/with me
- attend school regularly and be prepared to learn and complete homework

**TEACHER AGREEMENT**

As a teacher, I understand how important it is for every student to have a positive school experience and for parents to have support as they help their child with school tasks. Therefore, I agree to carry out the following responsibilities:

- provide positive communication between students, parents, and teachers (via email, notes, and/or phone calls)
- provide high-quality curriculum and instruction in a supportive and effective learning environment that enables children to meet State academic achievement standards
- provide daily classroom practices, at-home practices, and extra optional practices with important and meaningful skills
- support the school's discipline program

Reviewed February 2022 – no revisions

Reviewed March 2023 - no revisions



**Escuela - estudiante - padre  
Schoolwide Título I  
Pacto del aprender primaria  
Shelby-Rising City Public School**

*Este Acuerdo de Escuela Título I-Padres se ha desarrollado conjuntamente con los padres y describe cómo los padres, todo el personal escolar y los estudiantes compartirán la responsabilidad del logro académico mejorado de los estudiantes y los medios por los cuales la escuela y los padres construirán y desarrollarán una asociación para ayudar a los niños a alcanzar los altos estándares académicos del estado. En las conferencias anuales de padres y maestros se discutirá el pacto en lo que se refiere a los logros del niño individual.*

**Pacto del estudiante y padre**

Como padre, yo entiendo que mi participación en el aprendizaje de mi hijo le ayudará a lograr y tener un actitud positivo del aprendizaje. Por eso, yo prometo cumplir con las responsabilidades que siguen:

- Proveer una rutina para hacer tarea por mi hijo
- Apoyar la disciplina de la escuela
- Leerle a mi hijo o escucharle leer por 15 minutos al día, 5 días de la semana para que disfruta de la lectura.

**Pacto del estudiante**

Como un estudiante, yo entiendo que la escuela es importante porque me ayudará a aprender habilidades para tener éxito en la vida. Por eso, yo prometo cumplir con las responsabilidades que siguen:

- Siempre tratar de hacer mi mejor intento en cumplir con el programa escolar de disciplina
- Ser responsable y cooperativo en casa con la rutina de tarea y cuando mi familia lee conmigo
- Asistir a la escuela regularmente y estar listo para aprender y hacer tarea

**Pacto de la profesora**

Como profesora, yo entiendo la importancia por el estudiante de tener una experiencia positiva en la escuela y que los padres tienen apoyo para ayudar a sus hijos con trabajos escolares. Por eso, yo prometo cumplir con las responsabilidades que siguen:

- Proveer comunicación positiva a y entre los estudiante, padres y otros profesores (por correo electrónico, cartas y/o teléfono)
- Proporcionar currículo de alta calidad y la enseñanza en un apoyo efectivo y entorno de aprendizaje que permite a los niños para cumplir con las normas estatales sobre el logro académico
- Proveer practicas en la clase, practicas en casa y otras practicas adicionales por habilidades importantes
- Apoyar la disciplina de la escuela

febrero 2022 – no revisiones

revisado en marzo de 2023 - sin revisiones

# Student Activity Handbook

Pre-practice requirements: ATHLETIC ACTIVITIES ONLY

EACH ATHLETE PARTICIPATING IN ANY SPORT MUST MEET THE FOLLOWING REQUIREMENTS BEFORE BEING ALLOWED TO PRACTICE.

1. Turn in a school approved physical examination form.
2. Turn in a school approved student participation agreement.
3. Turn in a school approved parent/guardian consent form.
4. Turn in a school approved insurance verification form/waiver form.
5. Turn into the office an activities handbook verification form.

Forms 1, 2, 3, 4, must be filled out, completed in full and turned into the sponsor before a student will be allowed to participate. Form 5 will be turned into the office along with the Student Handbook verification form, they are one and the same. This need be done only once each year for the first athletic activity a student takes part in.

ALL OF THE INFORMATION AND RULES LISTED BELOW ARE INTENDED FOR ALL PARTICIPANTS WHO TAKE PART IN THE CO-CURRICULAR ACTIVITIES OF SHELBY PUBLIC SCHOOL. IF THE TERM ATHLETE IS USED, IT COULD BE REPLACED WITH PARTICIPANT OR MUSICIAN ETC. IF THE TERM COACH IS USED, IT COULD BE REPLACED WITH DIRECTOR OR SPONSOR.

In order to better inform parents and students of the various activities, some activity sponsors have written handbooks for their area of responsibility. These booklets cover the various aspects of a particular activity in more detail than this activity booklet. The individual sponsor's activity booklets will be subject to the overall policies in this activity book or School Board Policy. These booklets will be distributed to the students at the beginning of an activity season. All other reasonable rules or regulations adopted by the sponsor, and approved by the ACTIVITY DIRECTOR, of a co-curricular activity shall be followed provided that participants shall be notified of such rules and regulations by written handouts or posting on bulletin boards prior to the beginning of the season.

## PARTICIPANT RESPONSIBILITY

A participant is any boy/girl attending Shelby -Rising City High School that is taking part in an activity.

In order to be the best possible participant and follow the activity philosophy of the Shelby -Rising City Public School, the participant must assume the following responsibilities:

Responsibility to yourself:

1. Attend all practices or rehearsals and practice with intensity; thus, improve as an individual and a participant.
2. Adhere to training rules.
3. Expect no favors from the coach/sponsor or teammates. You must earn your position.
4. Develop a competitive attitude. Be willing to compete against your friend in practice as you would your opponent in interscholastic competition.
5. Be honest with yourself about your skills.
6. Maintain respect for yourself in victory and defeat.

Responsibility to your activity:

1. Don't be selfish. You should be willing to sacrifice personal achievement for team success.
2. Be able to separate personal matters from team matters.
3. Respect your teammates. They can make you a winner!
4. Follow the sponsor's directions.

5. Be loyal to your team. When your team needs your experience and ability, be there.

Responsibility to your school and community:

1. Recognize your leadership role both during and after competition.
2. Realize a good participant works to his/her ability in the classroom.
3. Respect the property of others.
4. Promote school spirit.

#### SPONSOR: RESPONSIBILITY

A sponsor is the person or his/her assistant that is directly in charge of an activity i.e. head football coach is a sponsor of the football team. The assistant football coach is a sponsor of the football team.

The sponsor's role is to give the community the best possible performances with the available talent each year. All sponsors will follow the Nebraska Coaches Creed which reads:

- **I BELIEVE** interschool activities have an important place in the general education scheme and pledge myself to cooperate with others in the field of education to so administer them that their values shall never be questioned.
- **I BELIEVE** the other sponsors of interschool activities are earnest in their desire to keep the interschool program high on the plans of citizenship training and I shall do all that I can to further their efforts.
- **I BELIEVE** my own actions should be so regulated as to reflect credit to this profession.
- **I BELIEVE** in the exercise of all the patience, tolerance, and diplomacy at my command in my relations with all participants, co-workers, activity officials, and spectators.
- **I SHALL** abide by the rules of the activity in letter and spirit.
- **I BELIEVE** proper administration of all activities offers effective laboratory methods for development of high ideals of sportsmanship, qualities of cooperation, courage, unselfishness and self-control, desires for clean, healthful living and respect for wise discipline and authority.
- **I BELIEVE** these admirable characteristics, properly instilled by me through teaching and demonstration, will have a long carry-over and will aid each one connected with the activity to become a better citizen.
- **I BELIEVE** in and will support all reasonable moves to improve activity conditions to provide for adequate equipment, and to promote the welfare of an increased number of participants.

#### GENERAL INFORMATION

- A. Once each year before being permitted to start practice, a participant in athletic activities must have a complete physical examination. A copy of the form used for the exam can be picked up from your sponsor, from the activities director, at the school office or from the Shelby Clinic. The physical examination must be turned into your sponsor prior to participation. The record of your physical examination will be kept on file with the activities director. The form must be signed by the student, his/her parent or guardian, and a medical doctor. This physical exam will be paid for by the student or his/her parent or guardian.
- B. No practice will be scheduled on Sundays unless a contest is scheduled on the following Monday or prior approval is given by the administration.
- C. No participant will practice using school facilities unless supervised by a sponsor or as per board policy.
- D. All participants will wear the clothing and equipment required by the sponsor.
- E. If a participant suffers an injury or illness which requires a doctor's attention, he/she must have a written release from the doctor in order to resume practice/play.
- F. If a participant is injured, he/she will be expected to attend all practices, games, meets, contests, or other events even though he/she cannot actually participate unless excused by the sponsor.
- G. No practice will exceed 2 1/2 hours in length.
- H. Be at all practices. All practices are important and one participant missing may endanger the success of the

team. If a participant knows he/she will be missing practice, he/she is expected to notify the sponsor before the missed practice. Legitimate reasons for missing practice are: illness, funeral, another school function, and work for one's father or mother. The sponsor will determine if any other excuses are legitimate. A participant must notify the sponsor BEFORE missing any practice. A sponsor may discipline participants for missing practice without a legitimate reason.

- I. Any participant who is a member of any Shelby -Rising City High School interscholastic athletic squad cannot participate on any other organized team in that sport, in school or out of school, during the period that he/she is a member of the Shelby -Rising City High School interscholastic squad.
  - a. **Example:** A student cannot participate on a town team volleyball team while a member of the high school volleyball team.
- J. Extracurricular Participation (300.28, #7):
  - a. **IN ORDER TO PRACTICE OR PARTICIPATE IN ANY ACTIVITY HELD OUTSIDE OF SCHOOL HOURS, THE STUDENT MUST BE IN ATTENDANCE ALL DAY ON THE DAY OF THE ACTIVITY. THE ONLY EXCEPTION TO THIS SECTION WOULD BE A PRE-ARRANGED ABSENCE APPROVED BY THE PRINCIPAL/ACTIVITIES DIRECTOR OR EXTENUATING CIRCUMSTANCES.**
- K. Guidelines for Participation in a Cooperative Activity.
  1. Students will provide their own transportation to practices and contests.
  2. Students will pay for any uniform(s) or equipment needed to practice.
  3. All students K -12 will be admitted free into all home games at Shelby WITH A SHOWN STUDENT ID.
  4. Students will not be allowed to leave school early to attend a practice.
  5. Students will need to complete a pre-excused slip when contests cause them to leave before the end of the regular school day.
  6. Students will follow the Shelby -Rising City School Eligibility Policy.
  7. Students that meet the lettering requirements will receive a letter and certificate from Shelby -Rising City Public School and will be recognized at the activities banquet.
- L. Concussion Awareness
  - a. The Nebraska Unicameral has found that concussions are one of the “most commonly reported injuries in children and adolescents who participate in sports and recreational activities and that the risk of catastrophic injury or death is significant when a concussion or brain injury is not properly evaluated and managed .”
    - i. The School District will:
      1. All coaches and volunteers are required to complete the NFHS concussion training course annually. A certificate indicating completion of the course will be required to be submitted to the activities director annually.
    - ii. On an annual basis provide concussion and brain injury information to students and their parents or guardians prior to such students initiating practice or competition. This information will include:
      1. The signs and symptoms of a concussion;
      2. The risks posed by sustaining a concussion; and
      3. The actions a student should take in response to sustaining a concussion, including the notification of his or her coaches.
    - iii. A student who participates on a school athletic team must be removed from a practice or game when he/she is reasonably suspected of having sustained a concussion or brain injury in such practice or game after observation by a coach or a licensed healthcare professional. The student will not be permitted to participate in any school supervised team athletic activities involving physical exertion, including practices or games, until the student:
      1. has been evaluated by a licensed healthcare professional;
      2. has received written and signed clearance to resume participation in athletic activities

from the licensed healthcare professional; and

3. has submitted the written and signed clearance to resume participation in athletic activities to the school accompanied by written permission to resume participation from the student's parent or guardian.

- M. The school district will not provide for the presence of a licensed healthcare professional at any practice or game.
- N. Students who participate in out-of-town school sponsored activities are to ride the bus or any mode of transportation specifically approved by the Principal. The student will ride the bus, or approved transportation, to the activity. He/She will return to Shelby-Rising City Public School on the same transportation unless the proper procedure is followed.
- O. Activity practices scheduled the same day as snow/ice dismissal shall be automatically canceled. Practices may be held after late starts if the school day is completed. Practices related to other early dismissals and/or late starts may be scheduled at the discretion of the A.D./Superintendent. Games may be played/not played on weather affected days at the discretion of the A.D./Superintendent. The Superintendent shall have final determination in all cases.
- P. The Shelby-Rising City Public Schools provides its participants with the best equipment possible. Therefore, participants will be expected to return the equipment in reasonable condition at the end of the season. If it is not returned or is not in reasonable condition the participant will be expected to pay the replacement cost.
- Q. Participants under school suspension, expulsion, or exclusion from school as established in
  - a. Board policies are ineligible to practice or participate during the term of the suspension, expulsion, or exclusion.
    - i. For example, if a participant is given a suspension for Monday, the participant will not be allowed to participate in any activity on Monday. If a participant is given a two day suspension for Monday, and Tuesday, the participant will not be allowed to participate Monday or Tuesday.
- R. A performance will always have preference over a practice with regard to student participation. The instructor that has the performance will set the times that he/she feels is necessary for the adequate dismissal, transportation, setting up of equipment, and performance of his/her participants. If there is an issue involving dismissal from school or practice, the activities director will make the final decision as to dismissal time.
- S. If a participant is scheduled to perform in two school activities at once, the participant will decide which performance he/she will take part in. It is then the participant's responsibility to inform both sponsors as to his/her decision.
- T. Shelby-Rising City Public School uniforms will only be worn by Shelby-Rising City Public School sponsored teams. Non-school sponsored teams must furnish their own uniforms. The only way a non-school sponsored team may use school uniforms is: 1) allow all Shelby-Rising City students that are eligible to participate to be on the team, 2) pay rent for the uniforms to be used, 3) conform to all NSAA regulations that pertain to the activity. No current varsity uniforms will be used for this purpose other than All-Star competition.
- U. No participant will be allowed to start the next activity season without having turned in all equipment, paying all bills, and meeting all the requirements of the previous activity season or school year.
- V. Summer camps/clinics are not school sponsored activities. Shelby-Rising City Public School claims no dominion over activities related to the planning, execution, and/or results of any summer camp/clinic. When taking part in summer camp(s)/clinic(s) the responsibility and liability rest solely with the adult or student participants as individuals.

## **GUIDELINES FOR THE PAYMENT OF STUDENT AND GROUP FEES**

The Shelby -Rising City School District will pay for the following:

1. All group entry fees for approved activities occurring during the time school is in session.
2. All awards given to students, including:
  - a. Athletic and/or Fines Arts letters, pins, stars, shields, and certificates
  - b. All -Conferencepatches for athletics
  - c. Championship patches if earned during athletic competition at the conference or district or state.
  - d. Academic recognition given for: the science fair, awards night, Honor Society and the honor assembly at the end of the school year.
3. Read-a-thon prizes
4. Meals and lodging of activity participants and coaches/sponsors if the school district is reimbursed by the organization that sponsors the event.
5. Meals and lodging of fine arts participants and coaches if the participation is at the All -State level.
6. All -State auditions for vocal and instrumental music.
7. A total of two auditions for College Honor Bands or Honor Choirs.
8. First Team Athletic and Fine Arts All -State Members' pictures to be placed in a designated area in school.
9. Admission fees for cheerleaders, pep band members and other students when their attendance is required at an "away" activity.

### **LETTERING**

Each time an individual letters in the senior high, they will be awarded a letter certificate by the sponsor of that activity at the annual activities banquet. The first time a participant letters he/she will be awarded a chenille letter, an emblem representative of the activity the participant lettered in (i.e. winged foot for track), and a gold bar. On subsequent letterings, the participant will receive a certificate and a gold bar for each sport that they lettered in. All other participants who did not letter will be given a participation certificate.

### **ATHLETIC LETTERING**

- A. **FOOTBALL:** Any participant playing one -half the total regular season varsity quarters will be awarded a letter. A player gets one quarter for starting a reserve game. In addition, the coach may letter a senior if he feels the athlete is deserving even though he/she has not met the preceding requirements. The above lettering criteria may be deviated from by the coach, with Activity Director approval, if extenuating circumstances exist.
- B. **BASKETBALL (boys and girls):** A participant must play one -fourth of the total varsity quarters. A participant may receive one -half quarter for starting a reserve game. In addition, the coach may letter a senior if he feels the athlete is deserving even though he/she has not met the preceding requirements. The above lettering criteria may be deviated from by the coach, with Activity Director approval, if extenuating circumstances exist.
- C. **VOLLEYBALL:** A participant must play one -fifth of the total varsity games. The participant may receive one -half game for starting a reserve match. In addition, the coach may letter a senior if he feels the athlete is deserving even though he/she has not met the preceding requirements. The above lettering criteria may be deviated from by the coach, with Activity Director approval, if extenuating circumstances exist.
- D. **TRACK (boys and girls):** A participant can letter if he/she places in 5 meets throughout the season.. Relays will be counted as 1 full point. A participant may also letter if he/she meets one of the following requirements: breaks a school record, scores a total of 8 points for the season in any type of meet, if a senior who shows positive leadership abilities and has not met any of the preceding requirements or improve your personal best

four times during the season (personal best includes past years efforts). Seniors who are out for track all four years will letter their senior year automatically. If a conference/district championship is won, all athletes who PARTICIPATED in the track meet will automatically letter. The above lettering criteria may be deviated from by the coach, with Activity Director approval, if extenuating circumstances exist.

- E. MANAGER (for athletics): A high school boy or girl can receive a manager's letter by managing two sports per year or is a manager for one sport and participates in another sport the same year. The above lettering criteria may be deviated from by the coach, with Activity Director approval, if extenuating circumstances exist.
- F. GOLF: a participant can letter if he/she participates in 33% of the varsity(not duals/triangulars) meets and his/her score contributes to the team score in at least one meet. The above lettering criteria may be deviated from by the sponsor, with Activity Director approval, if extenuating circumstances exist.
- G. WRESTLING: A participant can letter if he/she participates in 50% of the varsity meets and his/her score contributes to the team score in at least one meet. The above lettering criteria may be deviated from by the sponsor, with Activity Director approval, if extenuating circumstances exist.
- H. SOFTBALL: A participant can letter if she plays in one -half of the total varsity games played. The participant may receive one -half game for starting a JV game. The above lettering criteria may be deviated from by the sponsor, with Activity Director approval, if extenuating circumstances exist.
- I. DANCE TEAM/CHEERLEADING: A participant can letter if he/she attends 90% of all assigned practices/games. The above lettering criteria may be deviated from by the sponsor with activity director approval, if extenuating circumstances exist.

#### FINE ARTS LETTERING

- A. SPEECH: Attend 90% of assigned practices. Place at two or more meets **or** place at the conference or district contests. The above lettering criteria may be deviated from by the sponsor, with Activity Director approval, if extenuating circumstances exist.
- B. Play Production/One Act: Attend 90% of assigned practices. Know lines by assigned due dates. Participate in all performances or fulfill all the duties required of an assistant director or backstage crew person. The above lettering criteria may be deviated from by the sponsor, with Activity Director approval, if extenuating circumstances exist.
- C. Band & Choir
  - a. Earning a letter in band and/or choir means demonstrated **excellence** and/or **dedication**. A varsity letter signifies that its winner is considered a qualified varsity team member, awarded after a certain standard is met. The following lettering criteria may be deviated from by the director, with Activity Director approval, if extenuating circumstances exist.
  - b. To earn a letter, a member must:
    - Attend all required performances (no unexcused absences), **and**
    - Maintain an "A" or "B" grade in band, **and**
      - Be selected for and satisfactorily attend an *auditioned* honor ensemble, **or**
      - Earn a rating of I (superior) on a solo or duet at District Music Contest, **or**
      - Demonstrate *consistent, above-and-beyond* helpfulness in the band/choir program *outside of class hours* -- for example, sort or file music, assist in organizing uniforms/equipment/materials, help with data entry, assist with audio/visual/computer equipment, aid fellow students needing extra help, work with beginner or middle school band students under the director's guidance, collect and organize forms or needed paperwork, and the like, **or**
      - Complete your 4th year of band satisfactorily.

## OTHER AWARDS

- A. Any member of a conference season championship team, conference tournament championship team, district championship team, or state championship team will receive a championship patch or trophy/medal.
- B. Any participant selected to the All-Conference-1st team will receive an all-conference certificate. All-District 1st team football players will receive a patch.
- C. Any participant(s) selected to an All-State 1st team in a team sport or 1st place in the State Track Meet will be honored with his/her (their) picture being placed in a designated area. Likewise, participants receiving All-State honors in band, vocal music, speech, or drama will be honored with their picture being placed in a designated area.
- D. Any participant who participates in three sports for all four years of his/her athletic career will be given a Dedicated Athlete Award. If a participant is in violation of any Prohibitive Conduct (2.1.1 – 2.1.10) during his/her junior or senior year they will forfeit the right to receive the dedicated athlete award.
- E. Any student that letters in 3 athletic activities in a single school year will receive a 3-sport letter winners shield.

## SRC-CLUB

- A. Any student that has received an athletic "S" is eligible to belong to the S-Club.
- B. SRC-Club members will follow the guidelines as stated in their constitution.

## SHELBY-RISING CITY ACTIVITY PROGRAM

### DRUG FREE SCHOOL AND COMMUNITY - STUDENT POLICIES (700.02)

It shall be the policy of Shelby-Rising City School District No. 72-0032 to provide age appropriate, developmentally based drug and alcohol education and prevention program for all students of the schools. It shall be the policy of the District to require instruction at each grade level concerning the adverse effects resulting from the use of illicit drugs and alcohol. Such instruction shall be designed by affected classroom teachers or as otherwise directed by the Board to be appropriate to the age of the student exposed to such instruction. Such instruction should be described in any curriculum guides of the District and should have as one of its primary objectives preventing the use of illicit drugs and alcohol by such students. It shall further be the policy of the District to encourage the use of outside resource personnel such as law enforcement officers, medical personnel, and experts on the subject of drug and alcohol abuse, so that its economic, social, educational, and physiological consequences may be made known to the students of the district.

It shall further be the policy of the district through the instruction earlier herein referred to as well as by information and consistent enforcement of the board's policy pertaining to student conduct as it relates to the use of illicit drugs and the unlawful possession and use of alcohol, that drug and alcohol abuse is wrong and is harmful both to the student and the District, and its educational programs.

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

It shall be the policy of Shelby-Rising City School District No. 72-0032 in addition to standards of student conduct elsewhere adopted by board policy or administrative regulation to absolutely prohibit the unlawful possession, use, or distribution of illicit drugs or alcohol on school premises or as a part of any of the school's activities. This shall include such unlawful possession, use, or distribution of illicit drugs and alcohol by any student of the District during regular school hours or after school hours at school sponsored activities on school premises, at school-sponsored activities off school premises.

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

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

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

It shall be the policy of Shelby-Rising City School District No. 72-0032 to provide information to all students concerning available drug and alcohol counseling, rehabilitation, and re-entry programs within fifty miles of the administrative offices of the District or, where no such services are found available within 50 miles then such other programs as may exist within the State of Nebraska. Information concerning such resources shall be presented to all of the students of the District.

In the event of disciplinary proceedings against any student for any District policy pertaining to the prohibition against the unlawful possession, use, or distribution of illicit drugs and alcohol, appropriate school personnel shall confer with any such student and his or her parents or guardian concerning available drug and alcohol counseling, rehabilitation, and re-entry programs that appropriate school personnel shall consider to be of benefit to any such student and his or her parent or parents or guardian.

It shall be the policy of Shelby-Rising City School District No. 72-0032 to provide each student of the District a copy of the standards of conduct for student behavior in the District which prohibit the unlawful possession, use, or distribution of illicit drugs and alcohol on school premises or as a part of any of the school's activities. Such standards of conduct and the District's policy of disciplinary sanctions that may be taken for violation of such standards of conduct shall be given to each student and his or her parent or parents or guardian prior to the commencement of each school year on a form to be developed by the administration or Board of Education.

It shall be the further policy of the District to keep a file showing receipt of standards of conduct and a statement of disciplinary sanctions that may be taken for violations of such standards of conduct. The receipt shall be issued in duplicate and shall contain in prominent letters the following language:

**"THIS RECEIPT SHALL SERVE TO DEMONSTRATE THAT YOU AS A PARENT OR GUARDIAN OF A STUDENT ATTENDING SHELBY-RISING CITY SCHOOL DISTRICT NO. 72-0032 HAVE RECEIVED NOTICE OF THE STANDARDS OF CONDUCT OF THIS DISTRICT EXACTED OF STUDENTS CONCERNING THE ABSOLUTE PROHIBITION AGAINST THE UNLAWFUL POSSESSION, USE, OR DISTRIBUTION OF ILLICIT DRUGS AND ALCOHOL ON SCHOOL PREMISES OR AS PART OF ANY OF THE SCHOOL'S ACTIVITIES AS DESCRIBED IN BOARD POLICY OR**

**ADMINISTRATIVE REGULATION. THIS NOTICE IS BEING PROVIDED TO YOU PURSUANT TO P.L. 101-226 AND 34 C.F.R. PART 86, BOTH FEDERAL LEGAL REQUIREMENTS FOR THE DISTRICT TO OBTAIN ANY FEDERAL FINANCIAL ASSISTANCE. YOUR SIGNATURE ON THIS RECEIPT ACKNOWLEDGES THAT YOU AND YOUR CHILD OR CHILDREN WHO ARE STUDENTS ATTENDING THIS DISTRICT FULLY UNDERSTAND THE DISTRICT'S POSITION ABSOLUTELY PROHIBITING THE UNLAWFUL POSSESSION, USE, OR DISTRIBUTION OF ILLICIT DRUGS AND ALCOHOL ON SCHOOL PREMISES OR AS A PART OF THE SCHOOL'S ACTIVITIES AS HEREINABOVE DESCRIBED AND THAT COMPLIANCE WITH THESE STANDARDS IS MANDATORY. ANY NON-COMPLIANCE WITH THESE STANDARDS CAN AND WILL RESULT IN PUNITIVE MEASURES BEING TAKEN AGAINST ANY STUDENT FAILING TO COMPLY WITH THESE STANDARDS."**

It shall be the policy of Shelby-Rising City School District No. 72-0032 to review biennially its entire program pertaining

to the prevention of the use of illicit drugs and the abuse of alcohol by students and employees to determine the effectiveness of the program and to implement such changes to the program as are deemed needed.

The Superintendent shall undertake such study as is deemed appropriate to determine whether the program of the District as herein above referred to is accomplishing its intended goals. If the Superintendent determines that changes are necessary or desirable in the program, the Superintendent shall, on or before the regular July meeting of the Board of Education, present to the Board of Education such changes as are proposed by the administration in the program of the District.

It shall be the policy of Shelby-Rising City School District No. 72-0032 to require the Superintendent of Schools to keep a statistical report of all violations of the district's policies and programs prohibiting the unlawful possession, use, or distribution of illicit drugs and alcohol by students and employees on the school district's property or as part of any of the district's activities. The Superintendent shall at least annually provide a report to the Board of Education consisting of at least the following:

1. The date and nature of any incidents of non-compliance with the District's policies pertaining to the unlawful possession, use, or distribution of illicit drugs and alcohol by students or employees.
2. The nature of any sanction carried out against any such person in violation of such policies.

A brief description of any treatment, counseling, or rehabilitation that any such individual in violation of any such policy shall have undertaken and whether such undertaking was voluntary or involuntary.

### **300.32 PARTICIPATION RULES FOR EXTRACURRICULAR ACTIVITIES**

To represent Shelby-Rising City High School in interscholastic or extracurricular activities, each student participant must meet the eligibility rules of the Nebraska School Activities Association, and of Shelby-Rising City High School.

#### **1. SCOPE**

- 1.1. The following regulations will begin the first day of allowed practice at the start of each school year, (as established by the NSAA) or the first day of an organized activity or practice should the practice or activity start before the NSA established date. They will end on the last day of Student attendance in school except in the case of school sponsored activities that extend beyond the last day of school.

#### **2. PROHIBITED CONDUCT**

- 2.1. The following student conduct shall constitute grounds for imposition of the penalties described in paragraph 3 of these rules.
- 2.2. Use of violence, force coercion, threat, intimidation or similar conduct that constitutes a substantial interference with school purposes. 2.1.2 Causing or attempting to cause physical injury to anyone. Physical injury caused by accident, self defense or other action undertaken on the reasonable belief it was necessary to protect some other person shall not be a violation of this rule.
- 2.3. Threatening or intimidating any student for the purpose of, or with the intent of, obtaining money or anything of value from such student.
- 2.4. Knowingly possessing, handling or transmitting any object or material that is ordinarily or generally considered a weapon, when such activity occurs on school grounds or during an educational function or even off school grounds.
- 2.5. Willfully causing or attempting to cause substantial damage to property, stealing or attempting to steal property.
- 2.6. Engaging in the possession, selling, dispensing or use of a controlled substance, including anabolic steroids, alcohol and tobacco products(including but not limited to cigarettes, cigars, and chewing tobacco, vapor products(such as e-cigarettes).
- 2.7. Public indecency.
- 2.8. Engaging in any other activity forbidden by the laws of the State of Nebraska which activity constitutes as a Class III Misdemeanor or greater.
- 2.9. Engaging in any other activity on school grounds or during an educational function or even off school grounds that constitute a danger to other students, to teachers, and other persons or interferes with school purposes.

- 2.10. A repeated violation of rules established by the Shelby-Rising City Board of Education governing student conduct.
- 2.11. If a student attends a party/gathering, where alcohol or drugs are being illegally dispensed, the student must leave the party/gathering immediately (LEAVING MEANS LEAVING IMMEDIATELY ) and report their attendance to a coach or administrator before the end of the next school day. Self reporting by the student in this case does not constitute a violation of policy 2.1.6 and a possible two event suspension, as long as the student leaves the gathering immediately.

### 3. PENALTIES

- 3.1. The term extracurricular events, used in this and following paragraphs, means a game, performance, contest, or demonstration of an interscholastic or extracurricular activity performed for the public, or in a competition that is not public.

The following penalties shall be imposed by the Principal upon knowledge of a violation or violations of the participation rules. Penalties for first and second violations may be reduced as described in paragraph 4.

- 3.2. For the first violation of participation rules, the student shall not participate in four (4) consecutive extracurricular events. The student shall remain a part of all teams or activities and shall continue to practice as scheduled. (See paragraph 3.2.5 for an example of this rule).
- 3.3. For a second violation of the participation rules occurring in the same school year as the first violation, the student shall not participate in six (6) consecutive extracurricular events. The student shall remain a part of all teams or activities and continue to practice. (See paragraph 3.2.5 for example of this rule).
- 3.4. For a third violation occurring in the same school year as the first and a second violation, the student shall not participate in any extracurricular activities for one calendar year. The student must obtain and complete counseling at the student's expense before participating in any activity in the following school year. A letter from the counselor to the Principal shall be evidence that a course of counseling has been completed.
- 3.5. A student's non-participation in any interscholastic or extracurricular activity after imposition of a penalty will not cancel the penalty. The penalty will resume, when the student next participates in an interscholastic or extracurricular activity which may carry over to the next school year.
- 3.6. Penalties imposed for first and second violations include events in all activities in which the student is eligible to participate. For example a penalty barring participation in four events might include one football game, one marching band contest, one vocal music performance, and one basketball game. Barring from participation in events incurred by the student as a result of an expulsion, suspension, or academic ineligibility do not detract from the total number of events a student is barred from as a result of the disciplinary action outlined by Board Policy 300.32; Sections 3.2.1 and 3.2.2.
- 3.7. For the first violation of prohibited conduct policy 2.1.6(possession of alcohol, drugs or tobacco) the student shall complete an online drug and alcohol program. Following completion of the program the student will present the principal and activities director a certificate of completion that can be printed at the end of the program. Parents are encouraged to participate in the online program with their son/daughter.

### 4. PENALTY REDUCTION

- 4.1. A student who has received a penalty for a first or second violation of the participation rules may have such a penalty reduced by using one of the following procedures.
- 4.2. A student shall have two extracurricular events restored if he or she, or his or her parents have admitted a violation of the participation rules to the Principal, Athletic Director, or Superintendent within two school days or before participating in any scheduled activity.
- 4.3. A student shall have participation in two extracurricular events restored upon completion of an alcohol education or counseling program approved by the school administration. The student shall pay the counseling program expense.

### 5. SCHOOL KNOWLEDGE OF ALLEGED VIOLATION

- 5.1. Any adult resident, parent of any student, teacher, or administrator of Shelby-Rising City Public School District may report a violation of the participation rules to the Principal, Athletic Director, or Superintendent in a signed written statement containing his or her first hand observation.

- 5.2. Any adult may advise the Principal that a student has violated a participation rule where law enforcement personnel may be involved. Upon receipt of such information the principal shall determine whether or not a complaint has been filed in any court. If a complaint has been filed and states that a student has committed acts which violate the participation rules the Principal shall impose the appropriate penalty upon the student. Any student or his or her parents may admit a violation of the participation rules within two (2) school days. If the Principal determines that a participation rule has been violated the appropriate penalty shall be imposed.
- 5.3. Cyber Image Policy- Any identifiable image, photo or video which implicates a student to have been in possession or presence of drugs or portrays actual use, or out of character behavior or crime, shall be confirmation of a violation of the code. Since there is no way to establish a timeframe for when or location of where the image was taken, it shall be a responsibility that the student must assume. It must also be noted that there may be persons, who would attempt to implicate a student, by taking such images, to place them in a situation where they might be in violation of this code standard. This is our rationale for demanding that our students not place themselves in such environments.

6. NOTIFICATION

- 6.1. The Principal will send a written statement to the student and his or her parents informing them of any penalty imposed within three (3) school days. A student or the student’s parents may, within five (5) school days of the notice of disciplinary action from the principal, may notify the Superintendent in writing of their request for a review of the Principal’s determination.
- 6.2. The Superintendent, Athletic Director and a coach shall review the situation and render a decision within three (3) school days from the date of the request for review. Their decision shall be in writing and shall be final.

The following activities are covered by this policy for grades 6-12.

Academic Contests	One-Act Play
All School Play	Pep Band
Athletic/Activity Awards Banquet	Prom
Basketball	Quiz Bowl
Dance	Science Bowl
FBLA	Senior Trip
FFA	Softball
Football	Speech
Golf	
Softball	Track
Homecoming	Unified Bowling
Inst. Music Contests/Performance	Vocal Music Contests/Performance
Middle School Dance (Fun Night)	Volleyball
Middle School Academic Contests	Wrestling
Middle School Musical	

Additional activities may be included at the discretion of the principal.

Exempt activities: summer band trip and graduation

**CONFLICT RESOLUTION PROCESS**

Conflicts that arise between an athlete and a coach will be handled in the following manner:

- 1. An athlete and coach should attempt to resolve any issues.
- 2. If the conflict cannot be resolved between the athlete and coach, the athlete should make an appointment to meet

with the Director of Athletics.

3. If the problem is still unresolved, then the parent should contact the coach.
4. Only when the problem cannot be resolved with the coach should the parent contact the Director of Athletics.
5. These are the steps to be followed for conflict resolution:
  - a. Athlete – Coach
  - b. Athlete – Director of Activities
  - c. Parent – Coach
  - d. Parent – Director of Activities
  - e. Parent – Principal
  - f. Parent - Superintendent
  - g. Parent - Board of Education

*\*Topics that will not be discussed between parents and coaches include the following: Playing time, discussions about other student athletes, and game strategies.*

In the event that there is a serious conflict or communication inability between two parties, the process would proceed to the next level.

## **SHELBY-RISING CITY HUSKIES** **ATHLETIC CODE OF CONDUCT**

As a member of A Shelby-Rising City High School athletic team, there are certain standards you must live up to. You are expected to attend school regularly, maintain complete and passing grades in all classes, follow all school and team rules, and act in such a manner that represents you, your team, your school, and your community positively. To make this process as objective as possible, the following point system will be used to determine consequences for failing to live up to these standards.

Every participant starts the season with a clean slate of zero points. The point values assigned to different actions are then added as necessary.

When a student in **high school** accumulates a total of four (4) points, he/she will be required to sit out the next contest he/she will normally participate in. Every multiple of four points (4, 8, 12) will require a missed contest. A participant accumulating **more than** twelve (12) points will be dismissed from the activity, having no chance to letter or earn any post-season honors such as all-district or all-state.

When a student in **Jr. High** accumulates a total of six (6) points, he/she will be required to sit out the next contest he/she will normally participate in. Every multiple of six points (6, 12) will require a missed contest. A participant accumulating more than twelve (12) points will be dismissed from the team.

<b><u>Infraction</u></b>	<b><u>Points</u></b>
Late for game, practice, meeting, lifting, or any activity where time is set.	1 per occurrence
Penalty time such as: detention, stay after school, come in before school, strike.	1 per occurrence
Unexcused absence from game, practice, meeting, lifting session, or activity called by the coach.	2 per occurrence
Suspension - in school or out of school	2 per each day of suspension

**Exception:** Missing a weight session after missing practice will not be further penalized, as it is considered an extension of practice.

**Infractions out of Students Control:** If a situation has occurred where it is out of the control of the participant, the activities director and the administration team will determine if the participant is in violation of the control of conduct.

- A. Missing a game due to being ineligible is considered an excused absence, since you are already being punished by the school, and no points will be added for the miss. You will still accumulate the necessary points for being on the eligibility list. If you are ineligible, you are still expected to attend all practices or games that are outside school hours or points can be assessed.
- B. Missing a game or practice is considered an excused absence, since you are already being punished by the school, and no points will be added for the miss.
- C. High school participants missing a game due to accumulating four(4), eight(8), or twelve(12) points is considered an excused absence and no points will be added for the miss.
- D. Jr. High participants missing a game due to accumulating six(6) or twelve(12) points is considered an excused absence and no points will be added for the miss.
- E. Participants are still expected to attend games they are unable to participate in because of the school eligibility policy or this code of conduct if the participant is not missing any of the school day.
- F. Participants are still expected to practice if they are unable to participate in games because of the code of conduct.

## RELEASE, WAIVER AND INDEMNIFICATION OF CLAIMS FOR USE OF THE SCHOOL DISTRICT'S FITNESS CENTER

I, the undersigned, have read this release and understand all its terms. I execute it voluntarily and with full knowledge of its significance. I UNDERSTAND THAT IT CONTAINS A RELEASE OF LIABILITY AND AN INDEMNIFICATION.

**Declaration.** I do hereby further declare myself to be physically sound and suffering from no condition, impairment, or other illness that would prevent my participation or use of the facilities and equipment. I do further hereby acknowledge that I have been informed of the need for a Physician's approval for my participation in exercise/fitness/weight loss activities, or use of equipment. I acknowledge that I have either had a physical examination and have been given my Physician's permission to participate, OR that I have decided to participate in activities, use equipment and weight loss without the approval of a Physician and do hereby assume all responsibilities.

**Acknowledgment of Risks.** I understand and agree that fitness activities including weight lifting may be strenuous and/or hazardous activities, and I should contact a healthcare professional or doctor before beginning any new activities or weight loss program. I am voluntarily participating in these activities and using the facilities and equipment with full knowledge of the dangers involved. I understand the risks associated with weight lifting in the fitness center and other fitness activities, and that those risks include, but are not limited to, the possibility of concussions, repetitive motion injuries, overexertion, cuts and lacerations, eye injuries, muscle strain, broken bones, back injury or head injury, which may be severe in nature and which could result in paralysis or death. I hereby agree to expressly and voluntarily assume and accept any and all risks of injury or death related to these activities.

**Release, Waiver and Indemnification.** In consideration of permission granted by Shelby-Rising City Public Schools (the "School District") to use the School District's fitness center, and in the addition to any payment of any fees or charges, I do hereby waive, release and forever discharge the School District, its board of education, officers, agents and employees from all actions, causes of action, damages, claims or demands that we, our heirs, executors, administrators, or assigns may have against the school district and the parties named above for all personal injuries or loss of property which I incur by using the fitness center and its equipment or that otherwise result from my membership or participation in any fitness center activities, whether such injuries are caused by my negligence or the negligence of the School District or any of its employees, representatives, or volunteers. I agree to indemnify the School District, its board of education, officers, agents, and employees and to pay for any costs, attorney fees, or awards that may result from resisting any complaint or lawsuit which I may bring against the above-named parties for any injury or loss I claim to have suffered.

**Responsibility for Supervision.** I understand that the fitness center will be available to me only during hours designated by the administration and that I am responsible for my own use of the fitness center and equipment at all times. I will inspect the facilities and equipment of the fitness center upon each visit before using any equipment.

**Compliance with Rules.** I agree to abide by all School District and/or fitness center rules now in force or that may be adopted in the future, and all directives given to us pertaining to the use of the fitness center.

**THIS DOCUMENT CONTAINS A RELEASE, A WAIVER AND AN INDEMNIFICATION. READ IT CAREFULLY BEFORE SIGNING IT.**

Clearly PRINT the following information:

Name: \_\_\_\_\_

Birthdate: \_\_\_\_\_

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

**PARENT OR GUARDIAN IF MEMBER IS UNDER AGE 19:**

We, the undersigned, have read this Application and Release and understand all its terms. We execute it voluntarily and with full knowledge of its significance. WE UNDERSTAND THAT IT CONTAINS A RELEASE OF LIABILITY AND AN INDEMNIFICATION FOR OURSELVES AND OUR CHILD.

Clearly PRINT the following information:

Child's Name: \_\_\_\_\_

Child's Birthdate: \_\_\_\_\_

Father's Name: \_\_\_\_\_

Mother's Name: \_\_\_\_\_

Father's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Mother's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**RECEIPT**

This Student Handbook is distributed in accordance with Nebraska State Law, Section 79-262, paragraph three which states in part: "Rules and Standards which form the basis for discipline shall be distributed to students and parents at the beginning of each school year or at the time of enrollment..."

**\*PARENTS/GUARDIANS AND STUDENTS ARE REQUIRED TO SIGN AND RETURN THIS AGREEMENT.**

**PARENT/STUDENT AGREEMENT**

I have received and read the Student Handbook, Student Activity Handbook, and on-line district policies located on the Shelby-Rising City website that describes the Shelby-Rising City School District's discipline policies, regulations, rules, and expectations to be followed by students enrolled in the Shelby-Rising City Public Schools, including the Drug Free School Policy, Title I Learning Compact, and Activities Policies. My child and I have discussed these policies and understand that we must comply with them. In the event of a conflict or inconsistency between Shelby-Rising City Board Policy and the Student Handbook, the administration will determine the correct application of policy.

\_\_\_\_\_  
Student's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent/Guardian's Signature    Date

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# PRO TRACK AND TENNIS, INC.

Structural Spray – Track Proposal



**INNOVATIVE  
EXPERIENCED  
PROFESSIONAL**

**We Proudly Present This Proposal To**

Mr. Tucker Tejkl  
Shelby-Rising City High School  
650 N. Walnut St.  
Shelby, NE 68662  
Cell: 402-841-2208  
[ttejkl@shelby.esu7.org](mailto:ttejkl@shelby.esu7.org)

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## PROPOSED SYSTEM

### SINGLE COMPONENT STRUCTURAL SPRAY SYSTEM IN BLACK

Pro Track and Tennis, Inc. proposes to install the following per the following specifications:

1. **OPTION #2:** Install a new BLACK Poly Structural Spray over the track and field events. Includes patchwork and striping. Hurdles will be striped both ways. Pole vault tick marks will be striped.



Pro Track and Tennis, Inc. | 800.498.4395 | [www.protrackandtennis.com](http://www.protrackandtennis.com)



## PART 1: GENERAL

### 1.01 RELATED DOCUMENTS:

- A. If Architectural or Engineering specifications and or drawings are involved those specifications will take precedence over the following where noted and determined suitable for the project.

### 1.02 SUMMARY:

- A. Pro Track and Tennis, Inc. shall furnish all materials, labor, tools, and equipment necessary for the installation of the polyurethane single component structural spray synthetic track surface.
- B. The track will be laid out for line striping and event markings.

### 1.03 GOVERNING BODIES:

- A. Codes and standards will follow the current guidelines set forth by the National Federation of State High School Associations (NFHS), the National Collegiate Athletic Association (NCAA) and the International Association of Athletics Association (IAAF). The NFHS rules shall be enforced where differences between the three associations are noted.
- B. The American Sports Builders Association (ASBA) track construction manual will be the reference source for all guidelines for construction.

### 1.04 SUBMITTALS:

- A. One copy of the polyurethane binder manufacturer's product specification sheet. See attached in the appendix.
- B. One synthetic surface sample. See attached with this proposal.
- C. One copy of the Material Safety Data Sheets (MSDS) for each product to be used. See attached in the appendix.



- D. One copy of the certificate that Pro Track and Tennis, Inc. is a member of the American Sports Builders Association in good standing. See attached in the appendix.



## PART 2: OWNER'S PRECONSTRUCTION RESPONSIBILITIES

### 2.01 APPARATUS REMOVAL:

- A. All athletic equipment should be removed and or moved out of the way of the areas to be worked on. Items such as hurdles, high jump standards, landing pits etc.
- B. Portable objects such as benches, starting/observation decks etc should be removed.
- C. Rolled out crossing mats, carpets, plywood should be picked up and stored.
- D. Rolled out runway mats should be rolled up and stored if the respective runway surface is going to be worked on.

### 2.02 GROUNDSKEEPING:

- A. All edges of surface areas to be worked on should be treated as needed to kill all weeds. This should include weeds in cracks in the surface also. Applications should be repeated as needed to assure that the vegetation is killed off.
- B. Drainage issues should be addressed. If there are visible drainage problems where dirt and debris are deposited onto the track surface during a rain this should be addressed prior to the work starting.
- C. Severe leaching of weeds and sod/soil encroachment should be cut back and removed prior to Pro Track and Tennis beginning work. It sometimes takes days for the surface to dry out prior to being able to work on the surface.
- D. Any deposits of caked on dirt must be removed and cleaned. Built up dirt can trap moisture and may take days to completely dry out after cleaning and washing of the surface area.
- E. Sprinklers should be shut off four days prior to Pro Track and Tennis's arrival. The sprinklers can be run as long as the heads are adjusted not to spray water onto the track. Wind blowing water onto the track should be taken into consideration.



- F. We recommend that the football field interior area be mowed prior to our arrival. We will accommodate, if possible, mowing during construction if there is a critical need.
- G. Fertilizing turf adjacent to the track surface is strictly prohibited. Fertilizer will damage and discolor the track surface.

### **2.03 SECURITY:**

- A. We recommend that the staff at the school be notified of the dates the track will be closed. Especially gym classes that may use the track and field during the renovation period.
- B. The community should be notified if feasible to deter community walkers and joggers from attempting to enter the work area during installation.
- C. The work area should be secured as best as possible by locking all gates that will not be used and placing signage warning of the track being closed while during renovation.

*The successful and timely completion of your track renovation project relies on your cooperation. We thank you in advance for your commitment to the important items listed above.*



## PART 3: PRODUCTS

### 3.01 SYNTHETIC SURFACING:

- A. The synthetic surface shall be a Red/Black Aromatic One Component Polyurethane Structural Spray synthetic track surface, permeable, spray applied. The coatings will be applied in two coats to achieve the total lbs specified. The rubber shall be EPDM virgin granulates .5-1.5mm in gradation.

### 3.02 SYSTEM COMPONENTS:

- A. VEGETATION STERILANT: (Roundup or equal) shall be used to control vegetation along edges and in cracks as needed.
- B. ASPHALT EMULSION CRACK SEALANT: Asphalt Emulsion crack sealer shall be used for cracks in the substrate and existing rubber system as determined by the lead technician.
- C. LATEX BASED CRACK SEALANT: 100% latex Crack Flex shall be used on the existing rubber surface only as determined by the lead technician.
- D. POLYURETHANE CRACK SEALANT: single component pure polyurethane shall be used on cracks as determined by the lead technician.
- E. Note: The above crack sealers will be used as determined by the lead technician. All or just one may be used per job surface conditions, weather and temperatures.
- F. PATCHING MATERIAL: Track binder shall be mixed with 1-3 mm rubber granulates. The mixture shall be used to full depth patch areas where the existing synthetic surface is missing or is to be cut out and replaced.
- G. PRIMER: Primer shall be used to prime all substrates to receive the synthetic surface system. This will include cured asphalt, cured concrete.
- H. POLYURETHANE BINDER: Polyurethane binder shall be used in conjunction with SBR rubber granulates to build the synthetic surface system to the desired depth. This material is batched, mixed and paved into place.
- I. POLYURETHANE STRUCTURAL SPRAY- Red Aromatic one component Polyurethane Structural Spray shall be used in conjunction with EPDM rubber granulates. This material is batched, mixed and sprayed into place to achieve the total specified pounds.
- J. LINE PAINT: Wilko Paint No. 721-22 Track, Urethane Gloss White plus desired event colors marking paint or equal shall be used to stripe all lines and events or



## PART 4: SYSTEM INSTALLATION PROCESS

equal.

### 4.01 QUALITY ASSURANCE:

- A. The owner should have one designated person who all communication will go through during the course of the project.
- B. Pre-construction meeting. A meeting will be held on the track prior to any work beginning. The lead technician will go over the scope of work with the owner and answer any questions. The owner will be required to sign off on a production sheet attesting to the fact that this meeting took place.
- C. Material check off. The material will be inventoried with the owner to determine that the right amount of material has been shipped or brought to the job site.
- D. The owner's representative will be contacted daily by the lead technician to give a progress report.
- E. Post-construction meeting. A meeting will be held after the synthetic surface has been installed to ok the surface prior to painting the lines and events. A production sign off sheet will be reviewed with the owner at which time the owner will approve the project by signing off on the production sheet and evaluating our performance.
- F. Striping the track. The track may be striped at a later date from the completion of the surface. The striper will review the striping details with the owner, Athletic Director or Track Coach prior to painting of the lines and eve.

### 4.02 VEGETATION:

- A. Vegetation will be trimmed if needed on all edges to receive the synthetic surfacing.
- B. Please refer to PART 2 item 2.2



#### **4.03 CLEANING:**

- A. The entire surface areas to be coated will be blown off using high-pressure wind machines.
- B. Any areas that need additional attention will be wire brushed as needed.
- C. Heavily soiled areas may be power washed if deemed necessary.

#### **4.04 CRACK SEALING:**

- A. Cracks will be cleaned as needed using high-pressure air.
- B. Major cracks will be filled with a combination of products as determined by the field technician.
- C. Please see PART 3, 3.2, B, C and D for clarification of the different crack sealers. Poly based sealants will be used on this project.

#### **4.05 SYNTHETIC SURFACE INSTALLATION:**

##### **A. STRUCTURAL SPRAY:**

- 1) The polyurethane shall be single component structural spray. Aromatic color to be black or red. Other colors are available.
- 2) Rubber granules shall be EPDM not less than 0.5 mm and no more than 1.5 mm.
- 3) All containers shall be completely empty to ensure the proper ratio of mixture.
- 4) No solvents or emulsified agents shall be used in the building to extend the curing of the mixture.
- 5) The spray will be applied in two coats, in opposite directions to achieve the desired pounds per square yard coverage.



**B. PHYSICAL PROPERTIES OF FINISHED SURFACE:**

Thickness: 1-3 mm average or as specified by the architect, engineer or owner.

Color: Black, Red, Beige, Green, Blue or as specified by owner.

NOTE: This proposal is for red.

Test	Specs	Results
Weight (lbs/gal)	ASTM D 1475	9 + or - 0.5
VOC	ASTM D 3960	0 lbs/gal
Solids by Volume	Calculated	100%
Flash Point	Pansky Martens Closed cup	150° F
Storage Stability	59°F-77°F	6 months
Viscosity	Brookfield	2400 CPS
Tensile Strength (psi)	ASTM 412	1000
Elongation	ASTM 412	100%

**4.06 LINES AND EVENT MARKINGS:**

- A. The track will be laid out as a 400 meter track
- B. The National Federation of State High Schools Association (NFHS) rules will apply.
- C. All painting will be reviewed with the proper school representative prior to painting.
- D. See attached diagram for events to be marked.
- E. Hurdles will be one direction.
- F. Three sets of numbers.



G. Extra painting could be subject to a negotiated change order.

#### **4.07 JOB SITE CLEAN-UP:**

A. The job site and all adjacent areas occupied during construction will be left clean.

B. All job related debris will be cleaned up and disposed of properly off site.

C. All unused material will be removed from the job site and recycled.



## PART 5: WARRANTY

Pro Track and Tennis, Inc. warrants its labor and materials for a period of five (5) years from the date of completion of work on any track & three (3) years on any outdoor tennis, basketball, and pickleball court. There is a five (5) year warranty on Armor Crack Repair. All work performed by Pro Track and Tennis, Inc. is warranted against peeling, chipping and flaking under normal use. Pro Track and Tennis, Inc. further warrants that any paint applied during the striping or resurfacing of any track or tennis court will not flake or peel for a period of two (2) years from the date application is completed.

Customer acknowledges that they are aware that Pro Track and Tennis, Inc. is not responsible for defects, cracks, patches or uneven surfaces in the substrate which is being resurfaced by Pro Track and Tennis, Inc. Pro Track and Tennis, Inc. does not warrant that existing cracks or patches in existing substrate surfaces will not open or continue to increase in size. Pro Track and Tennis, Inc. shall not warrant nor be in anyway be responsible for peeling of paint or damage to any surface caused by failure of customer to keep the surface free of debris, vegetation or dirt and shall further not be responsible for damage to painted surfaces or any other actions caused by the customer. Pro Track and Tennis, Inc. does not warrant separation of the coatings from the concrete base where the base lacks a vapor barrier. Lack of a vapor barrier can cause moisture to be retained under the coating, which will eventually result in lack of adhesion to the surface. Pro Track and Tennis, Inc. does not warrant separation of the coating or bubbling of the coating when moisture is present due to passing from below an asphalt or concrete base.

In the event of any claims arising under this Warranty, damages incurred by the customer shall be limited to such repairs to be performed by Pro Track and Tennis, Inc. as are necessary to remedy any defects. Pro Track and Tennis, Inc. hereby agrees to perform any such repairs (weather permitting) promptly, after written notification of such claim from customer. Pro Track and Tennis, Inc. shall not be liable for any breach of any express or implied warranty except where expressly prohibited by applicable law.



# ACCEPTANCE OF PROPOSAL

This proposal is valid for 60 days from June 7, 2023.

Pro Track and Tennis, Inc. proposes to furnish labor and material and equipment complete in accordance with the specifications in this proposal for the sum of:

*Please initial the appropriate boxes below to designate acceptance of the following options.*

**BLACK Structural Spray over existing track  
Includes patch work and striping.**

**\$126,000.00**

One hundred twenty-six thousand dollars

**Due to current market conditions, all prices are subject to a surcharge before date of install.**

### Payment to be made as follows:

*A 40% down payment is due upon acceptance of proposal. Remainder is due the day the job is complete and accepted by the owner. In the event that line/event striping is done at a later date \$4,000 may be withheld and is then due upon completion of striping. Any applicable taxes will be added to the total cost.*

### Acceptance

*The above price, specifications and conditions found in this proposal are satisfactory and are hereby accepted. Pro Track and Tennis, Inc. is authorized to do the work as specified. Payment will be made as outlined.*

_____		_____	
Signature		Signature	
_____		_____	
Print	Date	Print	Date
Shelby-Rising City High School-Shelby, NE		Pro Track and Tennis, Inc.	





create engaging spaces

## Shelby-Rising City PS - Verkada - 4-24-23

**Proposal No. 35386**

**05-13-2023**

**Prepared for:**

Shelby-Rising City Public Schools  
650 N Walnut St  
PO Box 218  
Shelby, NE 68662 USA

**Contact:**

Matt Carley  
*Tech Coordinator*  
mcarley@shelby.esu7.org

**Prepared By:**

KCAV - Omaha  
11819 Stonegate Drive, Ste 100,  
Omaha, NE 68164  
(800) 798-5228

**Sales Rep:**

Jason Foster  
AV Sales Consultant - NE  
jfoster@kav.com  
(800) 798-5228 x162

At KCAV, we help our clients succeed by providing audio-visual solutions that deliver results. We look forward to partnering with you to create engaging spaces to learn, work and share!

## COMPANY HISTORY

Kansas City Audio-Visual (KCAV) was founded in 1953 by Mickey Adler, who offered his clients innovative solutions of the time - dictating machines, opaque projectors, and overhead projectors. Today, KCAV remains family-owned and run by Jerry & Lisa Bernard, Mickey's son-in-law and daughter. And while technology has definitely changed since 1953, KCAV's commitment to the customer has not.

At KCAV, we are committed to:

- Integrity at the core of everything we do.
- Innovative, reliable solutions that help our customers succeed.
- Long-term relationships based on trust, proactive communication, and high-quality service.

In 2018, KCAV acquired Engaging Technologies, a family-owned audio-visual technology company based in Omaha, further expanding KCAV's footprint into Nebraska and Iowa. Now, over sixty-five years later, KCAV is one of the largest suppliers of audio-visual technologies in the Midwest.

## THE KCAV TEAM

We believe that people choose to do business with people. Our business model is based on offering our clients personal service from AV professionals at every stage of your experience. The KCAV Sales Team is distributed throughout Kansas, Nebraska and Missouri, allowing us to offer local, personalized service. Our Sales Team will partner with you, investing the time and resources to understand your needs, goals and realities. With that understanding, the KCAV Team will design, install, and support solutions that will transform your learning, working and sharing spaces - including meeting and collaboration spaces, classrooms and training rooms, and larger venues such as auditoriums, gymnasiums, and more.

Our full-time, industry-certified Design and Engineering Team takes pride in providing cost-effective systems that provide quality, worry-free operation. Big or small, each project receives individual attention from experienced professionals. In addition, our strong relationships with hundreds of manufacturers allow us to offer the latest technology at a cost you will appreciate.

Our KCAV Operations Team includes full-time engineers, project managers, and technical staff that hold industry-recognized certifications and strive to provide you with an exceptional client experience. In addition to providing thorough, quality, on-site installation, we place great value on providing you with proactive communication so that there are no surprises throughout the process.

After installation is complete, you'll receive on-site training in the operation of your installed systems. In addition, we offer optional high-quality professional development delivered by our Implementation Specialist, a trained educator experienced in helping users of all levels better utilize your technology investment.

Finally, the KCAV Service Team will provide you with "peace-of-mind" support, offering both telephone-based support with after-hours paging service, as well as on-site service to maximize the utilization of your new audio-visual system.

We look forward to welcoming you to the KCAV family of clients.

**I. SUMMARY:** Shelby-Rising School is in need of an upgrade to their current security system. They would like a combination of cameras, entry card readers and door controls throughout the facility.

**II. SYSTEM DESCRIPTION:** KCAV will partner with Verkada to install and implement a comprehensive security system that will provide viewing of many areas of the building including entry and exit points, hallways, parking areas and other locations that are identified on the included layout of the building. KCAV will install 47 security cameras, 11 card readers, and 3 door control units. The cameras are marked and identified on the included building layout. The units are cloud based and will be configured for use by the district security point of contact. Existing cable will be used in some existing locations. New cabling will be pulled to locations where needed. This quote does not include network switches and is intended to use customer provided network infrastructure. If network switches are needed, KCAV can provide pricing for appropriate switches for this design. This quote includes three-year licensing for all products. Cameras have 30-day on-board storage that can be recalled for up to 30 days from time of event occurrence. PLEASE NOTE: This quote does not include ant new door strikes. Existing door strikes will be use where applicable.

#### A. Basement

- **Basement:**
  - Two at locations noted on attachment
  - One card reader

#### B. First Floor

- **First Floor:**
  - 36 cameras of types and locations noted on the included attachment
  - 10 card readers

#### C. Outdoor

- **Outdoors:**
  - Nine cameras of type and locations noted on attachment

**III. EXCLUSIONS:** The following work is not included in our Scope of Work:

- All conduit, high voltage, wiring panels, breakers, relays, boxes, receptacles, etc.
- Concrete saw cutting and/or core drilling.
- Fire wall, ceiling, roof and floor penetration.
- Necessary gypsum board replacement and/or repair.
- Necessary ceiling tile or T-bar modifications, replacements and/or repair.
- All millwork (moldings, trim, cut outs, etc.).
- Patching and Painting.
- Permits (unless specifically provided for and identified within the contract).

# MATERIALS & SERVICES

## PURCHASED EQUIPMENT

PART NUMBER	MANUFACTURER	DESCRIPTION	QTY	UNIT PRICE	TOTAL PRICE
M308330	Verkada	AC41 4 Door Controller	3.00	\$1,541.43	\$4,624.29
M308329	Verkada	4AH Backup Battery	3.00	\$110.57	\$331.71
M304545	Verkada	Arm Mount	9.00	\$76.29	\$686.61
M304550	Verkada	Angle Mount	12.00	\$127.71	\$1,532.52
100726	Verkada	Pendant Cap Mount	9.00	\$59.14	\$532.26
	Verkada	PoE++ (802.3bt-2018) Injector, GigE	9.00	\$127.71	\$1,149.39
	Verkada	AD32 Multi-format Card Reader	11.00	\$299.14	\$3,290.54
	Verkada	CD42 Indoor Dome Camera, 256GB, 30 Days Max	27.00	\$856.29	\$23,119.83
103619	Verkada	CF81-E Outdoor Fisheye Camera, 512GB, 30 Days Max	12.00	\$1,713.43	\$20,561.16
	Verkada	CH52-E Outdoor Multisensor Camera, 1TB, 30 Days Max	8.00	\$3,084.86	\$24,678.88
100012	Verkada	3 Year Camera License	42.00	\$387.53	\$16,276.26
M308332	Verkada	3 Year Door License	11.00	\$422.82	\$4,651.02
	Verkada	3 Year CH52 Multisensor Camera License	9.00	\$1,164.00	\$10,476.00
CONSUMABLES	KCAV	Installation Materials	1.00	\$1,100.00	\$1,100.00
WARRANTY	KCAV	Workmanship Warranty	1.00	\$0.00	\$0.00
<b>TOTAL PURCHASED EQUIPMENT</b>					<b>\$113,010.47</b>

## INSTALLATION SERVICES

DESCRIPTION	TOTAL PRICE
Commissioning	
Design	
Installation - IE Travel Fee	
Installation - Security Camera No Cabling (11-50)	
Installation - Security Camera With Cabling (11-50)	
Project Management	
<b>TOTAL INSTALLATION SERVICES</b>	
	<b>\$20,055.72</b>

## SERVICE COVERAGE

PART NUMBER	MANUFACTURER	PART DESCRIPTION	QTY	UNIT PRICE	TOTAL PRICE
WARRANTY	KCAV	Workmanship Warranty	1.00	\$0.00	\$0.00
<b>TOTAL SERVICE COVERAGE</b>					<b>\$0.00</b>

**Subtotal:** \$133,066.19  
**Tax:** \$0.00  
**TOTAL:** **\$133,066.19**

# GENERAL TERMS AND CONDITIONS

These Terms & Conditions are by and between Kansas City Audio-Visual, Inc. (the "Company") and the undersigned Customer (the "Customer").

- 1. GRANT OF SECURITY INTEREST:** By signing below, Customer acknowledges that this contract serves as a security agreement within the meaning of the Uniform Commercial Code (UCC), and Customer agrees that Company may file such UCC financing statements as are appropriate to perfect Company's security interest in the equipment.
- 2. INSTALLATION:** Customer hereby grants to Company or its agent the right to install the equipment, to the extent such installation is specified above. Customer represents and warrants that all necessary governmental and third-party approvals for installation of the equipment have been obtained, unless otherwise specified. Delays in installation caused by public agencies, manufacturers, suppliers, acts of God, pandemics, strikes or other union bargaining, and all acts not directly attributable to Company, shall not in any way affect the obligations of Customer, and Company's obligations with respect to such installation shall be suspended during the event causing the delay. Company shall not be responsible for damages from any such delay.
- 3. TAXES, FEES, AND PERMITS:** Customer agrees to pay Company all applicable Federal, State, and local taxes, excises, permits, and fees. All dollars in this Agreement are pre-tax, unless otherwise stipulated.
- 4. SHIPPING:** All shipments of equipment are FOB Company's distribution facilities.
- 5. RESPONSIBILITY:** Until balance is paid, Customer agrees to take proper care of the equipment on premises and to be responsible for any damage or loss by fire, theft, casualty, or any other cause whatsoever, and will not permit or suffer same to be removed from the place of its location at address of Customer, without written consent of Company or assigns.
- 6. GENERAL:** This Agreement constitutes the sole and entire understanding between the parties with respect to the subject matter hereof and supersedes all prior conversations, agreements, representations and promises, whether verbal or written. No modification of this Agreement shall be valid, unless made in writing and properly signed by each party. The provisions of this Agreement are severable; if any clause or provision shall be held invalid or unenforceable, in whole or in part, then such invalidity shall attach only to such clause or provision. Customer shall pay all attorneys' fees and other costs and charges incurred by Company in the collection of debt.
- 7. INFRASTRUCTURE:** In the event that Company is installing equipment or systems that require connectivity to the Customer's network including, but not limited to, VOIP connectivity, internet access, wireless network access, firewall traversal, and/or port forwarding, Company may advise Customer as to the network requirements, but any responsibility for infrastructure on the part of Company stops at the installed equipment's network jack or wireless connection and configuration of the network settings on the device sold by Company. Company is not responsible for updating network settings in the event the Customer's network changes. If the Customer's network is not "Plug and Play," then any custom network settings must be supplied by Customer to Company before the start of installation.
- 8. INSTALLATION AND SITE PREPARATION:** Installation (field assembly, interconnection, equipment calibration and checkout) is to be performed by the Company's trained technical employees. The Company shall be entitled to employ subcontractors and/or agents to assist in or carry out, in whole or in part, the installation. In the event installation by Company employees is prevented by trade unions, Customer shall arrange with the trade unions at its own expense to complete installation. The Company is thereafter liable only for supervision of installation.

Company agrees to coordinate with other trades to facilitate satisfactory work progress. If Company's work in progress is impeded by other trades and/or contractors (excluding Company's own subcontractors) or by scheduling delays due to Customer, time delays in the final installation as well as additional charges including labor, travel and reasonable expenses may result.

Customer shall be responsible for preparing, at its own expense, the installation site in accordance with the Company's instructions, including the requirements specified in the proposal. Company shall not be responsible for any high-voltage electrical work, ceiling modifications, structural modifications, or mechanical systems modifications.

Unless otherwise specified, Customer shall provide the Company with source code for any non-Company programmed remote control system required to be modified under the terms of this Agreement.

Customer shall provide the Company with reasonable access to the installation site before delivery, based upon a mutually agreed upon project schedule, for purposes of determining site readiness for installation. Customer will designate an individual on Customer's staff to serve as a contact person for all site preparation and installation issues. Customer shall indemnify the

Company against any loss, damage or claim arising out of the condition of the storage and installation premises.

Customer shall obtain at its expense and keep effective all permissions, licenses, and permits whenever required for the installation and/or use of the equipment and the premises where the equipment shall be situated.

9. LIMITATIONS OF WARRANTY - PRODUCTS OF OTHERS: Unless otherwise specified, no warranty is provided for "consumables," including batteries, lamps, glassware and evacuated devices.

Company's sole obligation with respect to any material or part identified in the quotation, literature, or specifications furnished to the Customer as manufactured or supplied by others, shall be to pass on to Customer the applicable manufacturer's warranties, if any.

10. CHOICE OF LAW AND SEVERABILITY: This agreement shall be interpreted in accordance with and governed in all respects by the law of Missouri. Venue shall be Kansas City, Missouri. Should any provision of this Agreement be found invalid or unenforceable by a court of competent jurisdiction or by operation of any applicable law, it shall not affect the validity of any other provision contained herein.

11. PROJECT/ORDER CANCELLATION: Customer must notify Company via both orders@kcav.com and sales representative in writing to cancel a project or order. Upon receipt of the notice, Company will acknowledge in writing Customer's order cancellation and provide the official date of cancellation. Customer agrees to pay Company for any labor expended or scheduled up to the order cancellation date, including but not limited to engineer time, design time, labor and travel completed, shipping costs, and other expenses related to the order. Assuming the equipment can be returned to the vendor, Customer agrees to pay a 25% restocking fee in addition to any applicable shipping charges. If the vendor will no longer accept the return of the equipment, Customer agrees to be responsible for the full cost of the equipment. Custom items may be noncancellable and are not returnable.

12. RESTOCKING FEES: In the event Customer wishes to return any equipment, Customer agrees to pay restocking fees of 25% of the sale price in addition to any applicable shipping charges.

13. CHANGE ORDERS: Any changes of scope made to the design of the system or the contractual agreements in implementation or functionality will require a mutually agreed upon "Change Order" form signed by an authorized representative for the Customer.

14. TARIFFS: If any products included in the proposal are impacted by international tariff changes, the Company reserves the right to adjust or cancel the proposal.

15. PROFESSIONAL DEVELOPMENT SERVICES: Unless specified otherwise, any purchased training or professional development services must be conducted within 12 months of placement of the sales order, unless mutually agreed upon otherwise in writing. Company will consider any contract to deliver professional development services fulfilled on the date 12 months after placement of sales order.

16. DESIGN SERVICES: All designs are the property of the Company. If Customer contracts with the Company to implement the design, the design shall become the property of Customer. If Customer wants to use the Company's design for an RFP, bid or any other purposes without implementation by the Company, the Company will advise Customer of the fee to purchase the design. Upon payment of the fee, the design becomes the property of Customer.

17. CONFIDENTIALITY: This Agreement and all drawings, specifications, and designs are the property of the Company. Proprietary information provided to Customer (or its agents) is for the sole purpose of demonstrating the Company's capabilities and shall be held in confidence. These materials may not be copied, distributed or disclosed in any way without the sole written permission of an authorized representative of the Company. Any effort to do so will be considered a violation of copyright law.

18. PARAGRAPH HEADINGS: The paragraph headings contained herein are for the convenience of reference only and shall not be construed to affect the interpretation or construction of any substantive provision of this Agreement.

## KCAV PROJECT WARRANTY

KCAV offers a 90-day warranty on labor and workmanship, beginning on the date of substantial completion of your project. In the event there is a service issue, and it is determined that the issue is due to project workmanship, KCAV will rectify the issue at no cost to the client. KCAV offers a 90-day warranty on any manufacturer's components included in the project and purchased directly from KCAV. KCAV will work with the manufacturer and client to remove, replace, and reinstall the defective equipment at no charge to the client. KCAV supports the manufacturer's warranty on all hardware. Manufacturer warranties range in time and may be as long as five years. Most manufacturer warranties are based upon depot service. As such, the manufacturer warranty does not cover such items as travel and labor to remove defective equipment, or to reinstall replacement equipment. In the event of a service call which turns out to be related to issues outside of warranty (act of God, user-error, etc.), KCAV will submit an invoice for travel, time, and materials related to the service call. KCAV can provide more information regarding handling of hardware-based warranty situations upon request. KCAV is not responsible for warranty or support of existing Owner Furnished Equipment (OFE).

Maintenance and service agreements are available for extended periods of time. If you have interest in learning more, please contact KCAV at ([service@k cav.com](mailto:service@k cav.com)) for more information.

## KCAV SERVICE OPTIONS

KCAV offers three levels of hourly service, in order to address a full range of situations that require timely, high-quality service of our clients' AV system.

### Standard-Level Service

Standard-level service takes place between the hours of 8:00am - 5:00pm, Monday-Friday. Standard-level services requires a minimum of two business days' advance notice for scheduling purposes. While KCAV will make every effort to perform standard service sooner than two days from the client's request, this will not always be possible.

### Priority-Level Service

Priority-level service takes place between the hours of 8:00am - 5:00pm, Monday-Friday. Priority-level service will be performed with less than two business days' advance notice. Priority-level service is designed for time-sensitive service needs which do not allow for two or more business days' advance notice.

### After-Hours Service

After-hours service takes place outside of 8:00am - 5:00pm, Monday-Friday, and also takes place on federal holidays. After-hours service is designed for service needs which cannot be addressed during standard business hours.

Please note the following which apply to all levels of service provided by KCAV:

- Service time is portal-portal. The time is calculated from the time the service technician departs the KCAV office until the time the service technician returns to the KCAV office.
- A two-hour minimum will be charged for all service calls.
- A dispatch fee is added to each service call to account for the costs of operating the service vehicle.

1. **DELAYS:** All orders are subject to the Company's ability to make delivery at the time specified, and the Company shall not be liable for damages for failure to make partial or complete delivery. The Company shall not be liable for delays in delivery caused by forces not reasonably within Company's control (including but not limited to delays or defaults by carriers, extreme cold weather, floods, fires, storms, or other acts of God, war or act of public enemy or civil disturbance, strikes, lock-outs, shortages of labor or raw materials and supplies, action of any governmental authority, or any other force majeure event). Customer shall be liable for any added expenses incurred by the Company because of, including but not limited to, Customer's delay furnishing requested information to the Company; delays resulting from order changes by Customer; delays related to Customer's network configuration or other systems issues; or conditions affecting installation duration, off-hours or continuous workdays of 8 am to 5 pm.

2. **EQUIPMENT AND MATERIALS PRICE INCREASE:** Company shall be entitled to additional compensation from Customer in the event there is a significant increase in price of any specific item of equipment or materials of seven percent (7%) or more between the date the Agreement is signed and the date that equipment and materials are purchased for the work to be performed on the project.

3. **DELIVERY COSTS & CLAIMS:** Customer agrees to pay for all shipping or transportation costs of the equipment as and if stated on Company's proposal and/or the invoice. Company shall not be liable to Customer for any damage to or loss of equipment in transit. Company's only recourse as to such damage or loss shall be with or against carrier, and all claims must be filed with the carrier. Upon delivery, Customer must inspect and verify that contents match the packing list and are without damage. If there are any discrepancies or damages, Customer must notify Company in writing within three (3) business days, or such claims shall be waived.

4. **HARDWARE-ONLY ORDERS:** Orders over \$50,000 consisting of hardware only require a 50% deposit.

5. **INSTALLATION PROJECTS:** In keeping with industry standards, payment terms for projects over \$50,000 that involve installation are as follows:

- 50% deposit in advance of start of project
- 40% invoiced following delivery of hardware
- 10% remaining invoiced following completion of project

6. **PAYMENT & PAST DUE ACCOUNTS:** All payments are due within thirty (30) days of the invoice date unless an advance deposit is required on Company's quote. A finance charge of the lesser of 1.5% per month (18% - APR) or the highest rate permitted by law will be assessed on all past due accounts. Interest charged on a past due invoice will be assessed from the date of the invoice. Customer agrees to reimburse Company for all attorneys' fees and court costs in connection with default of these payment terms by Customer.

7. **CREDIT & CREDIT CARD PURCHASES:** Credit payment terms must have the prior approval of Company. Company reserves the right to stop delivery of equipment or provision of services if Customer's financial condition becomes impaired or unsatisfactory to the Company. Additionally, Company may require payment in advance or other security, and, in the absence thereof, may cancel, without liability, the unfilled portion of an order. Credit card purchases shall be subject to a four percent (4%) convenience fee where allowed.

# PROPOSAL SUMMARY

<b>BILL TO:</b>	<b>SHIP TO:</b>
Shelby-Rising City Public Schools 650 N Walnut St PO Box 218 Shelby, NE 68662	Shelby-Rising City Public Schools 650 N Walnut St PO Box 218 Shelby, NE 68662

**Subtotal:** \$133,066.19  
**Tax:** \$0.00  
**TOTAL: \$133,066.19**

This Quote shall become binding on the parties hereto when signed by Subscriber and accepted and approved by Kansas City Audio-Visual, Inc.. By Customer's signature, Customer acknowledges that they have read, understood and agreed to Kansas City Audio-Visual, Inc. Terms and Conditions.

**CUSTOMER: Shelby-Rising City Public Schools**

**Kansas City Audio-Visual, Inc.**

SIGNATURE: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

NAME: \_\_\_\_\_

NAME: \_\_\_\_\_

TITLE: \_\_\_\_\_

TITLE: \_\_\_\_\_

DATE: \_\_\_\_\_

DATE: \_\_\_\_\_

# PROPOSAL

## IP Camera Additions

### Shelby-Rising City Public Schools

650 North Walnut Street  
Shelby, NE 68662

Revision: 0  
Modified: 5/19/2023



Presented By:

### Electronic Engineering Co.

1100 Keo Way  
Des Moines, Ia 50309  
515-283-1100  
[www.eEngineering.com](http://www.eEngineering.com)



## Archiver: Commons East

		Equipment	Labor	
	<b>1</b>	<b>Axis M3085-V</b> 2MP Ultra-compact, indoor fixed mini dome with Deep Learning Processing Unit (DLPU)	\$449.00	\$798.75*
	300	EECO CAT6 + Installation CAT 6 Cable		
<b>Archiver: Commons East Total</b>		<b>\$449.00</b>	<b>\$798.75</b>	

## Archiver: Hallway - Faculty RR to RM 501

		Equipment	Labor	
	<b>1</b>	<b>Axis M3085-V</b> 2MP Ultra-compact, indoor fixed mini dome with Deep Learning Processing Unit (DLPU)	\$449.00	\$798.75*
	300	EECO CAT6 + Installation CAT 6 Cable		
<b>Archiver: Hallway - Faculty RR to RM 501 Total</b>		<b>\$449.00</b>	<b>\$798.75</b>	

## Archiver: Hallway - AD to Room 105

		Equipment	Labor	
	<b>1</b>	<b>Axis M3085-V</b> 2MP Ultra-compact, indoor fixed mini dome with Deep Learning Processing Unit (DLPU)	\$449.00	\$798.75*
	300	EECO CAT6 + Installation CAT 6 Cable		
<b>Archiver: Hallway - AD to Room 105 Total</b>		<b>\$449.00</b>	<b>\$798.75</b>	

\* Price Includes Accessories

### IP Camera Additions

### Archiver: Hallway - AD to Mrs Voss Office

		Equipment	Labor	
	<b>1</b>	<b>Axis M3085-V</b> 2MP Ultra-compact, indoor fixed mini dome with Deep Learning Processing Unit (DLPU)	\$449.00	\$798.75*
	300	EECO CAT6 + Installation CAT 6 Cable		
<b>Archiver: Hallway - AD to Mrs Voss Office Total</b>		<b>\$449.00</b>	<b>\$798.75</b>	

### Archiver: Library by Outside Window

		Equipment	Labor	
	<b>1</b>	<b>Axis M3085-V</b> 2MP Ultra-compact, indoor fixed mini dome with Deep Learning Processing Unit (DLPU)	\$449.00	\$798.75*
	300	EECO CAT6 + Installation CAT 6 Cable		
<b>Archiver: Library by Outside Window Total</b>		<b>\$449.00</b>	<b>\$798.75</b>	

### Archiver: Lockers - 206 by Math

		Equipment	Labor	
	<b>1</b>	<b>Axis M3085-V</b> 2MP Ultra-compact, indoor fixed mini dome with Deep Learning Processing Unit (DLPU)	\$449.00	\$798.75*
	300	EECO CAT6 + Installation CAT 6 Cable		
<b>Archiver: Lockers - 206 by Math Total</b>		<b>\$449.00</b>	<b>\$798.75</b>	

\* Price Includes Accessories

### IP Camera Additions

**Archiver: Main Office**

		Equipment	Labor
	<b>1</b> <b>Axis M3085-V</b> 2MP Ultra-compact, indoor fixed mini dome with Deep Learning Processing Unit (DLPU)	\$449.00	\$798.75*
	300 EECO CAT6 + Installation CAT 6 Cable		
<b>Archiver: Main Office Total</b>		<b>\$449.00</b>	<b>\$798.75</b>

**Archiver: Door 15 - Inside**

		Equipment	Labor
	<b>1</b> <b>Axis M3085-V</b> 2MP Ultra-compact, indoor fixed mini dome with Deep Learning Processing Unit (DLPU)	\$449.00	\$798.75*
	300 EECO CAT6 + Installation CAT 6 Cable		
<b>Archiver: Door 15 - Inside Total</b>		<b>\$449.00</b>	<b>\$798.75</b>

**Archiver: Outside - Back to Library**

		Equipment	Labor
	<b>1</b> <b>Axis Communications P1467-LE</b> P1467-LE Bullet Camera	\$999.00	\$933.75*
	300 EECO CAT6 + Installation CAT 6 Cable		
<b>Archiver: Outside - Back to Library Total</b>		<b>\$999.00</b>	<b>\$933.75</b>

\* Price Includes Accessories

## Archiver: Outside - North Driveway

		Equipment	Labor
<b>1</b>	<b>Axis Communications P1467-LE</b> P1467-LE Bullet Camera   300 EECO CAT6 + Installation CAT 6 Cable	\$999.00	\$933.75*
<b>Archiver: Outside - North Driveway Total</b>		<b>\$999.00</b>	<b>\$933.75</b>

## Archiver: Door 15 - Outside

		Equipment	Labor
<b>1</b>	<b>Axis Communications P1467-LE</b> P1467-LE Bullet Camera   300 EECO CAT6 + Installation CAT 6 Cable	\$999.00	\$933.75*
<b>Archiver: Door 15 - Outside Total</b>		<b>\$999.00</b>	<b>\$933.75</b>

## Archiver: Gym-West

		Equipment	Labor
<b>1</b>	 <b>Axis M3085-V</b> 2MP Ultra-compact, indoor fixed mini dome with Deep Learning Processing Unit (DLPU)   300 EECO CAT6 + Installation CAT 6 Cable	\$449.00	\$798.75*
<b>Archiver: Gym-West Total</b>		<b>\$449.00</b>	<b>\$798.75</b>

\* Price Includes Accessories

### IP Camera Additions

## Archiver: Hallway - Middle School to Library

		Equipment	Labor
 	<b>1</b> <b>Axis M3085-V</b> 2MP Ultra-compact, indoor fixed mini dome with Deep Learning Processing Unit (DLPU)  300      EECO CAT6 + Installation CAT 6 Cable	\$449.00	\$798.75*
<b>Archiver: Hallway - Middle School to Library Total</b>		<b>\$449.00</b>	<b>\$798.75</b>

## Archiver: Downstairs North Hall

		Equipment	Labor
 	<b>1</b> <b>Axis M3085-V</b> 2MP Ultra-compact, indoor fixed mini dome with Deep Learning Processing Unit (DLPU)  300      EECO CAT6 + Installation CAT 6 Cable	\$449.00	\$798.75*
<b>Archiver: Downstairs North Hall Total</b>		<b>\$449.00</b>	<b>\$798.75</b>

## Archiver: PTZ - Football Field East

		Equipment	Labor
	<b>2</b> <b>Cambium Force 300</b> Point-to-multipoint fixed wireless broadband Subscriber Radio	\$668.00	\$270.00
<b>Archiver: PTZ - Football Field East Total</b>		<b>\$668.00</b>	<b>\$270.00</b>

\* Price Includes Accessories

### IP Camera Additions

## Archiver: PTZ - South Gym

		Equipment	Labor
	<b>1 EECO Remove existing camera</b> Take down to send in for envaluation/repair.	\$0.00	\$202.50
<b>Archiver: PTZ - South Gym Total</b>		<b>\$0.00</b>	<b>\$202.50</b>

## Archiver: Commons

		Equipment	Labor
	<b>1 Axis M3085-V</b> 2MP Ultra-compact, indoor fixed mini dome with Deep Learning Processing Unit (DLPU)	\$449.00	\$798.75*
	300 EECO CAT6 + Installation CAT 6 Cable		
<b>Archiver: Commons Total</b>		<b>\$449.00</b>	<b>\$798.75</b>

## Archiver: Library

		Equipment	Labor
	<b>1 Axis M3085-V</b> 2MP Ultra-compact, indoor fixed mini dome with Deep Learning Processing Unit (DLPU)	\$449.00	\$798.75*
	300 EECO CAT6 + Installation CAT 6 Cable		
<b>Archiver: Library Total</b>		<b>\$449.00</b>	<b>\$798.75</b>

\* Price Includes Accessories

### IP Camera Additions

## Archiver: Outside - Door 10

		Equipment	Labor
	<b>1</b> <b>Axis Communications P1467-LE</b>	\$999.00	\$933.75*
	P1467-LE Bullet Camera		
	300 EECO CAT6 + Installation CAT 6 Cable		
<b>Archiver: Outside - Door 10 Total</b>		<b>\$999.00</b>	<b>\$933.75</b>

## Archiver: Outside - Library

		Equipment	Labor
	<b>1</b> <b>Axis Communications P1467-LE</b>	\$999.00	\$933.75*
	P1467-LE Bullet Camera		
	300 EECO CAT6 + Installation CAT 6 Cable		
<b>Archiver: Outside - Library Total</b>		<b>\$999.00</b>	<b>\$933.75</b>

## EXP Archiver: Licenses

		Equipment	Labor
	<b>8</b> <b>Genetec GSC-Om-P-1C</b>	\$2,168.00	\$0.00*
	Professional Camera Connection License		
	8 Genetec ADV-CAM-P-1Y		
	Genetec Advantage for 1 Omnicast Pro Camera 1 year		
<b>EXP Archiver: Licenses Total</b>		<b>\$2,168.00</b>	<b>\$0.00</b>

\* Price Includes Accessories

## IP Camera Additions

## EXP Archiver: Activity Hallway at Concessions

		Equipment	Labor	
	<b>1</b>	<b>Axis M3085-V</b> 2MP Ultra-compact, indoor fixed mini dome with Deep Learning Processing Unit (DLPU)	\$449.00	\$798.75*
	300	EECO CAT6 + Installation CAT 6 Cable		
<b>EXP Archiver: Activity Hallway at Concessions Total</b>		<b>\$449.00</b>	<b>\$798.75</b>	

## EXP Archiver: Hallway - Activity to Library

		Equipment	Labor	
	<b>1</b>	<b>EECO Relocate Camera</b> Shift Viewing angle of existing camera	\$0.00	\$135.00
<b>EXP Archiver: Hallway - Activity to Library Total</b>		<b>\$0.00</b>	<b>\$135.00</b>	

## EXP Archiver: Downstairs JH Locker Room

		Equipment	Labor	
	<b>1</b>	<b>Axis M3068-P</b> Ultra-compact, indoor fixed mini dome with 12 MP sensor, fixed lens and tamper-resistant casing for easy mounting on wall or ceiling. Forensic WDR and D/N functionality with automatically removable IR cut filter	\$869.00	\$832.50*
	300	EECO CAT6 + Installation CAT 6 Cable		
<b>EXP Archiver: Downstairs JH Locker Room Total</b>		<b>\$869.00</b>	<b>\$832.50</b>	

\* Price Includes Accessories

### IP Camera Additions

**EXP Archiver: Hallway Rm 205**

		Equipment	Labor	
	<b>1</b>	<b>Axis M3085-V</b> 2MP Ultra-compact, indoor fixed mini dome with Deep Learning Processing Unit (DLPU)	\$449.00	\$798.75*
	300	EECO CAT6 + Installation CAT 6 Cable		
<b>EXP Archiver: Hallway Rm 205 Total</b>		<b>\$449.00</b>	<b>\$798.75</b>	

**EXP Archiver: West Gym Add Camera**

		Equipment	Labor	
	<b>1</b>	<b>Axis M3085-V</b> 2MP Ultra-compact, indoor fixed mini dome with Deep Learning Processing Unit (DLPU)	\$449.00	\$798.75*
	300	EECO CAT6 + Installation CAT 6 Cable		
<b>EXP Archiver: West Gym Add Camera Total</b>		<b>\$449.00</b>	<b>\$798.75</b>	

**EXP Archiver: Hallway K to 2 Add on other end**

		Equipment	Labor	
	<b>1</b>	<b>Axis M3085-V</b> 2MP Ultra-compact, indoor fixed mini dome with Deep Learning Processing Unit (DLPU)	\$449.00	\$798.75*
	300	EECO CAT6 + Installation CAT 6 Cable		
<b>EXP Archiver: Hallway K to 2 Add on other end Total</b>		<b>\$449.00</b>	<b>\$798.75</b>	

\* Price Includes Accessories

### EXP Archiver: Hallway to Elem to G3 Add one

		Equipment	Labor	
	<b>1</b>	<b>Axis M3085-V</b> 2MP Ultra-compact, indoor fixed mini dome with Deep Learning Processing Unit (DLPU)	\$449.00	\$798.75*
	300	EECO CAT6 + Installation CAT 6 Cable		
<b>EXP Archiver: Hallway to Elem to G3 Add one Total</b>		<b>\$449.00</b>	<b>\$798.75</b>	

### EXP Archiver: ER End

		Equipment	Labor	
	<b>1</b>	<b>Axis M3085-V</b> 2MP Ultra-compact, indoor fixed mini dome with Deep Learning Processing Unit (DLPU)	\$449.00	\$798.75*
	300	EECO CAT6 + Installation CAT 6 Cable		
<b>EXP Archiver: ER End Total</b>		<b>\$449.00</b>	<b>\$798.75</b>	

### EXP Archiver: Kitchen Toware Line and Door

		Equipment	Labor	
	<b>1</b>	<b>Axis M3085-V</b> 2MP Ultra-compact, indoor fixed mini dome with Deep Learning Processing Unit (DLPU)	\$449.00	\$798.75*
	300	EECO CAT6 + Installation CAT 6 Cable		
<b>EXP Archiver: Kitchen Toware Line and Door Total</b>		<b>\$449.00</b>	<b>\$798.75</b>	

\* Price Includes Accessories

### IP Camera Additions

## EXP Archiver: HS Principal

		Equipment	Labor	
	<b>1</b>	<b>Axis M3085-V</b> 2MP Ultra-compact, indoor fixed mini dome with Deep Learning Processing Unit (DLPU)	\$449.00	\$798.75*
	300	EECO CAT6 + Installation CAT 6 Cable		
<b>EXP Archiver: HS Principal Total</b>			<b>\$449.00</b>	<b>\$798.75</b>

## EXP Archiver: Art Room

		Equipment	Labor	
	<b>1</b>	<b>Axis M3085-V</b> 2MP Ultra-compact, indoor fixed mini dome with Deep Learning Processing Unit (DLPU)	\$449.00	\$798.75*
	300	EECO CAT6 + Installation CAT 6 Cable		
<b>EXP Archiver: Art Room Total</b>			<b>\$449.00</b>	<b>\$798.75</b>

## EXP Archiver: Locker Room Stairs

		Equipment	Labor	
	<b>1</b>	<b>Axis M3085-V</b> 2MP Ultra-compact, indoor fixed mini dome with Deep Learning Processing Unit (DLPU)	\$449.00	\$798.75*
	300	EECO CAT6 + Installation CAT 6 Cable		
<b>EXP Archiver: Locker Room Stairs Total</b>			<b>\$449.00</b>	<b>\$798.75</b>

\* Price Includes Accessories

### IP Camera Additions

## EXP Archiver: Outside - Elementary BaB Courts

		Equipment	Labor
<b>1</b>	<b>Axis Communications P1467-LE</b>	\$999.00	\$933.75*
	P1467-LE Bullet Camera		
	300 EECO CAT6 + Installation CAT 6 Cable		
<b>EXP Archiver: Outside - Elementary BaB Courts Total</b>		<b>\$999.00</b>	<b>\$933.75</b>

<b>Project Subtotal:</b>	<b>\$20,026.00</b>	<b>\$25,413.75</b>
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**Miscellaneous Items:**

<b>1</b>	<b>Shipping from Suppliers</b>	\$399.69	\$399.69
<b>1</b>	<b>Travel Expenses</b>	\$2,234.25	\$2,234.25
<b>Miscellaneous Items Total:</b>			<b>\$2,633.94</b>

\* Price Includes Accessories

# PROJECT SUMMARY

Equipment:	\$20,026.00
Labor:	\$25,413.75
Misc. Items:	\$2,633.94
<b>Grand Total:</b>	<b>\$48,073.69</b>

\_\_\_\_\_  
**Client:**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Contractor:   Electronic Engineering Co.**

\_\_\_\_\_  
**Date**

The above quoted price is valid for 30 days.

Applicable taxes are not included in quoted price and will be calculated and added at time of invoicing.

Payment Terms: 50% due upon Proposal Acceptance, 40% Progress Payment due upon receipt of equipment, Final 10% due at Project Completion.

# Shelby–Rising City Public Schools **Floor Plans**

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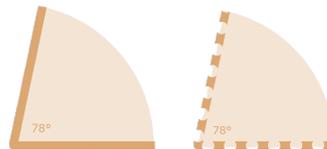
**Overview of Proposed  
Verkada Deployment**





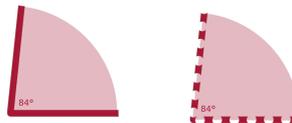
## Dome Series

Durable and versatile, Verkada's Dome Series provides a wide-range of indoor and outdoor enterprise cameras.



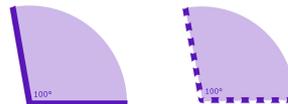
### CD42/CD42-E

- 5MP
- Fixed Lens
- 30, 60, 90, 120, 365 Days Retention
- 128° FOV (Diagonal), 91° after LDC
- 97° FOV (Horizontal), 78° after LDC



### CD52/CD52-E

- 5MP
- Zoom Lens
- 30, 60, 90, 120, 365 Days Retention
- 50°-107° FOV (Diagonal), 45°-97° after LDC
- 38°-105° FOV (Horizontal), 37°-84° after LDC



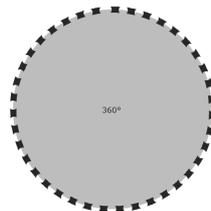
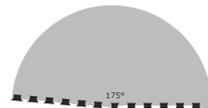
### CD62/CD62-E

- 8MP (4K)
- Zoom Lens
- 30, 60, 90 Days Retention
- 50°-106° FOV (Diagonal), 45°-95° after LDC
- 41°-116° FoV (Horizontal), 40°-100° after LDC



## Fisheye Series

Choose from a panoramic view of 180°, a four-way split or an immersive 360° of any environment with digital pan-tilt-zoom.



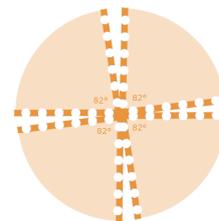
### CF81-E

- 12MP
- Fixed Lens
- 30, 60, 90 Days Retention
- 180° Pano (175° after LDC) / 360° PTZ / Quad Box



## Multisensor Series

Ideal for expansive coverage and efficient installation, the Multisensor Series packs four independent camera systems into a single device.



### CH52-E

- 20MP (4 x 5MP cameras)
- 2.5x Optical Zoom
- 30, 60, 120, 365 Days Retention
- Diagonal FOV 46°-99° (43°-92° after LDC)



## Air Quality Sensors

The SV20 sensors series delivers hybrid-cloud air quality monitoring and captures environmental conditions in indoor spaces under one single pane of glass. Each sensor in the SV20 series is a multi-sensor, non-camera device with a wide range of readings available for environmental monitoring.



### SV21

- Temperature
- Humidity
- Carbon Dioxide (CO<sub>2</sub>)
- Tamper



### SV23

#### • All the SV21 sensors AND

- AQI
- PM2.5
- TVOC
- Vape
- Motion
- Audio (Noise)



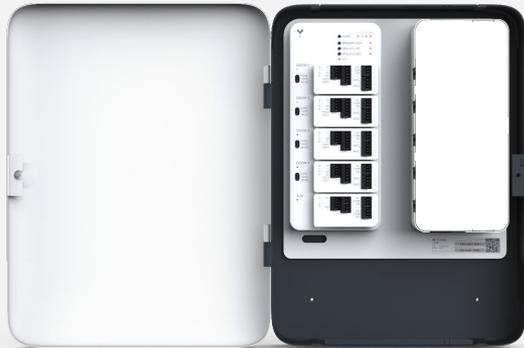
### SV25

- All the SV23 sensors AND
- Ambient Light
- Carbon Monoxide
- Barometric Pressure
- Formaldehyde



## Access Control

Secure out-of-the-box, our access control solution supports existing door hardware and card readers while enabling cloud-based access to a limitless number of doors and events occurring across your organization.



### AC41

- Supports 4 doors
- Lockdown
- Mobile Ready
- Proactive Notifications
- Automated On/Offboarding

### AC62

- Supports 16 doors
- Lockdown
- Mobile Ready
- Proactive Notifications
- Automated On/Offboarding

### AD32

- Lockdown
- Mobile Ready
- Proactive Notifications
- Automated On/Offboarding

### AX11

- IO Controller has 16 AUX inputs and outputs
- Event Bridge allows you to connect video camera insights to any door



## Intercom

Best in class hardware, dynamic call routing and receiving and responsive security applications to provide organizations with a more secure and mobile way to greet building visitors.



### TD52

- PoE connection for easy installation
- License includes access and use of 3 receivers
- Acts as an additional camera
- Cloud based software and management



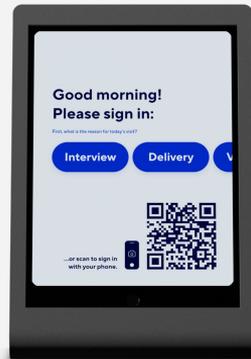
### TX

- Note: iPad is BYO
- Desk Station receiver was created for a stellar front desk experience



# Guest

Visitor management for a seamless and secure check-in experience. Easily integrates with your Verkada suite for extra context and security.



## Guest Software

- Role-based permissions
- Badge Printing
- Customizable visitor experience
- Touchless Check-in
- Document signing
- Automatic Arrival notification
- Analytics and reporting
- Security checks



## Controlled Total Cost of Ownership

Transparent pricing, 10-year warranty and best in class support

### License Overview

- No hidden costs - predictable renewal costs
- 10-year warranty on all hardware; next day RMAs
- Best-in-class technical support
- No ongoing maintenance costs
- Automatic, free-of-cost firmware updates
- Unlimited users

### How Pricing Works

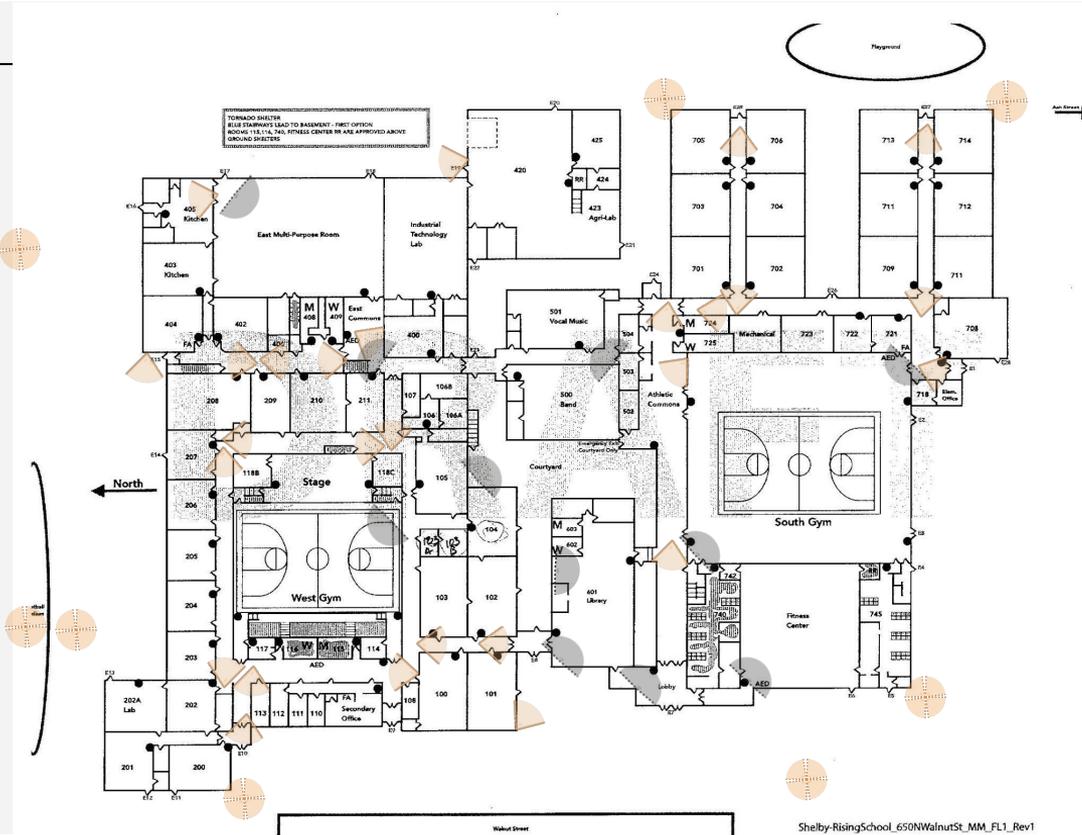


Hardware  
(Up to 365 Days of Local Storage)



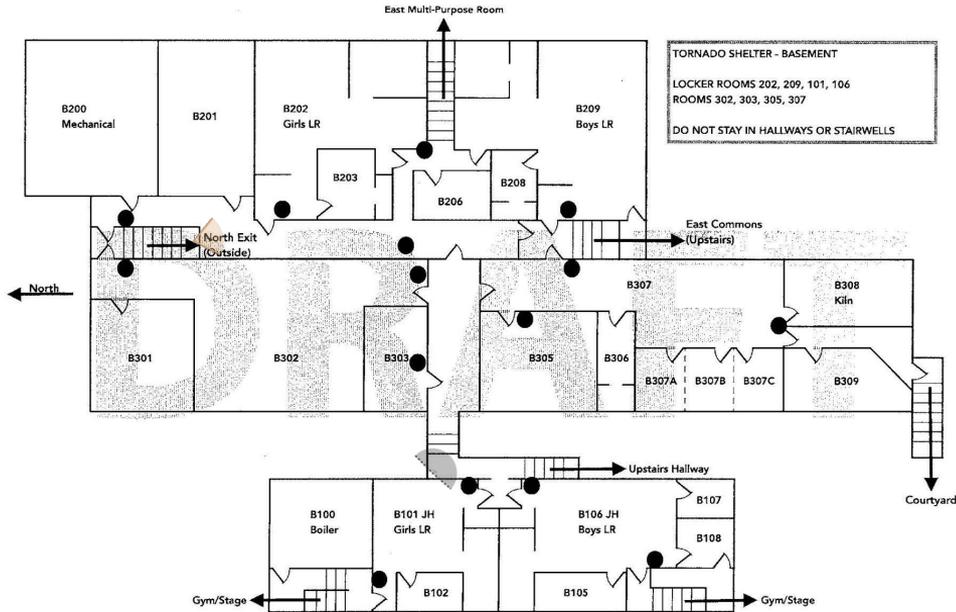
License  
1,3,5, 10-Year License

.....  
Your Total Cost



Cameras		
Indoor	Outdoor	Total
Mount(s)		
CD42/E		
CD52/E		
CD62/E		
CM41/E		
CM41-S		
CB52-E		
CB62-E		
CB52-TE		
CB62-TE		
CF81-E		
CH52-E		
VX52		
<b>Total Cameras</b>		

Camera#	Camera Accessories	Combo	Viewing Station	Access Control	Sensor	Alarms	Guest	Intercom
1	1 2 3 4 5 6 7 8 9 10	1 2 <span style="background-color: green; color: white;">VX52</span>						



**TORNADO SHELTER - BASEMENT**  
 LOCKER ROOMS 202, 209, 101, 106  
 ROOMS 302, 303, 305, 307  
 DO NOT STAY IN HALLWAYS OR STAIRWELLS

Shelby-RisingSchool\_650NWalnutSt\_MM\_Bsmt\_Rev1

Cameras		
Indoor	Outdoor	Total
Mount(s)		
CD42/E		
CD52/E		
CD62/E		
CM41/E		
CM41-S		
CB52-E		
CB62-E		
CB52-TE		
CB62-TE		
CF81-E		
CH52-E		
VX52		
<b>Total Cameras</b>		

Camera#	Camera Accessories	Combo	Viewing Station	Access Control	Sensor	Alarms	Guest	Intercom
1	1 2 3 4 5 6 7 8 9 10	1 2	VX52				Guest  Mailroom 	

## FIRST AMENDMENT

This First Amendment (the “Amendment”), dated 6/1/2023 (the “Execution Date”), is made to that certain Educational Broadband Service Lease Agreement dated September 10, 2011 (the “Agreement”) by and between Shelby School District #32 (“Lessor”), and Skybeam, LLC, as successor-in-interest to CallComm2100 (“Lessee”). Lessor and Lessee shall be referred to collectively herein as the “Parties,” and individually as a “Party.” Capitalized terms used herein and not otherwise defined shall have the meaning given them in the Agreement.

WHEREAS, pursuant to the Agreement, Lessee leases the excess capacity of EBS channels G1, G2, G3 and G4 under call sign WNC480 in the Columbus, NE market area;

WHEREAS, Lessee will assign its rights and obligations in and to the Agreement to NSAC, LLC (“Clearwire”) pursuant to that certain Assignment Agreement by and between Rise Broadband, SkyBeam, LLC and Clearwire dated April 26, 2023 (the “Assignment Agreement”)

WHEREAS, due to an administrative change as required by the State of Kansas, Shelby School District #32 is now called Shelby-Rising City Public Schools

WHEREAS, the Parties desire to amend the Agreement in order to reflect certain changed circumstances;

NOW, THEREFORE, in consideration of the mutual promises contained herein, Lessor and Lessee agree to amend the Agreement as follows:

1. Beginning on the Commencement Date, as amended below in this First Amendment, Clearwire will be known as “**Lessee**” under the Agreement.
2. **Amendment to Section 1 (“Lease Term and Renewal”)**. Section 1 will be deleted in its entirety and replaced with the following text:

**(a) Initial Term and Extension.** Subject to Subsection 1(c) and/or the earlier termination of this Agreement in accordance with Section 10, the initial term will begin on the date of the Columbus, NE Closing Date, as designated in the Assignment Agreement, which will occur no earlier than four months following the FCC consent to a long-term lease application between Clearwire and Lessor (the “Commencement Date”), and will end on the date that the then-current License expires (the “Initial Term”).

**(b) Renewal.** Subject to Subsection 1(c) and/or the earlier termination of this Agreement in accordance with Section 10, this Agreement will renew for successive terms on the date that the License is renewed by the FCC (“Renewal Date”) and expire when the renewed License expires (each, a “Renewal Term”); provided that the final Renewal Term will conclude thirty (30) years after the Commencement Date. The Renewal Terms will occur automatically unless Lessee notifies the Lessor in writing at least ninety (90) days prior to the end of the Initial Term or any Renewal Term that it declines to renew the Agreement. The

terms and conditions of this Agreement apply to each Renewal Term. The Initial Term, all Renewal Terms and all Extension Terms, as defined below, are collectively referred to herein as the “Term”.

(c) **Renewal of License and Extension of Agreement.** If the License expires during the Initial Term and/or any Renewal Term, then this Agreement will also expire at such time unless the License is renewed and FCC authorization for this Agreement is extended. Lessor and Lessee will cooperate to timely file a renewal application for the License, in conjunction with a request for an extension of the then-applicable Initial Term or Renewal Term of this Agreement, to the date that is ten (10) years from the beginning of such Initial Term or Renewal Term. This Agreement will continue to apply unless the FCC denies by Final Order any application for renewal of the License or extension of the Term. “Final Order” means an order issued by the FCC that is in full force and effect and as to which (i) no petition, application or appeal is pending and (ii) the time for the filing of any such petition, application or appeal has passed.

3. **Amendment to Section 2 (“Compensation”).** Section 2 is hereby deleted in its entirety and replaced with the following text:

(a) **Annual Fee.** Within 30 days following the Commencement Date and within 30 days of each anniversary of the Commencement Date thereafter throughout the Term, Lessee will pay Lessor an Annual fee in the amount shown on Schedule A attached to this amendment (the “Annual Fee”) for use of the Lessee Capacity. The Annual Fee due for any partial calendar year, will be prorated accordingly. Lessee’s obligation to pay the Annual Fee is subject to Lessor delivering to Lessee (i) a completed IRS Form W-9 (attached hereto as Exhibit B), (ii) payment instructions in the form attached hereto as Exhibit C or otherwise in a form acceptable to Lessee, and (iii) a completed Lessor and Electronic Filing Information Form (Attached hereto as Exhibit D).

(b) **Adjustment to Annual Fee.** The Annual Fee will be reduced or increased on a pro rata basis during the Term of this Agreement in the event that: (i) the amount of Lessee Capacity (as defined in Subsection 5(a) below) decreases from the amount of Lessee Capacity available as of the Effective Date; (ii) any portion of Lessee Capacity becomes unavailable to Lessee in any part of the Geographic Service Area (“GSA”) for the Channels as such GSA exists as of the Effective Date; or (iii) the amount of Lessee Capacity increases from the amount of Lessee Capacity available as of the Effective Date, however, if an increase in Lessee Capacity is due to FCC action that expands the original GSA to cover a larger area (“GSA Expansion”), Lessee will have the option to include or to omit the additional area covered by the expanded GSA in this Agreement. In the event of a GSA Expansion, Lessee will notify Lessor within ninety (90) days of the official FCC action that finalizes the GSA Expansion. For the purpose of the foregoing, the pro-ration of the Annual Fee with respect to increases or decreases in Lessee’s Capacity will be based on the number of megahertz (“MHz”) of capacity made available to Lessee as a result of such increase or decrease as compared to the number of MHz of capacity contemplated to be made available to Lessee under this Agreement. The pro-ration of the Annual Fee with respect to any change in the size or location of the GSA with respect to any amount of capacity will be based on the number of MHz per population made available to Lessee as a result

of such change as compared to the MHz per population contemplated to be made available under this Agreement.

(c) **Lease Management Service.** Operator will pay to QHS LLC (the “License Manager”) an amount equal to 8% of the Annual Fee (the “License Management Fee”). The License Management Fee will not affect the Annual Fee due to Licensee. As License Manager, QHS will assist the Licensee to meet FCC regulatory filing requirements on a case-by-case, as needed. QHS will coordinate with Licensee and Operator to ensure Licensee’s FCC obligations are fulfilled throughout the Term. Additionally, QHS shall monitor performance of the agreement between Operator and Licensee. If any dispute or claim arises between Licensee and License Manager, Licensee will instruct Operator to terminate the License Manager’s services upon written notice to License Manager and no further payment shall be due to the License Manager and there shall be no further obligations due to Licensee from License Manager.

4. **Amendment to Section 3 (“Exclusivity and Right of First Refusal”).** Section 3 is hereby deleted in its entirety and replaced with the following text:

(a) **Exclusivity.** During the Term, Lessee will not negotiate or contract with any third party to lease, sell, assign, acquire an option to acquire, transfer or use the License; and will not negotiate or contract with any third party to lease, sell assign, acquire an option to acquire, transfer or use the capacity of the Channels (or any part thereof.)

(b) **Right of First Refusal (“ROFR”).** For twenty-four (24) months following the expiration or termination of this Agreement (unless this Agreement is terminated solely as a result of Lessee’s default) Lessee or Lessee’s designee will have a ROFR with respect to any and all bona fide offers, of any kind, received by Lessor to acquire the License, lease or otherwise use any of the capacity on the Channels (or any part thereof) in any other manner, or to acquire an option to acquire, lease or otherwise use any of the capacity on the Channels (or any part thereof) from a third party which offer Lessor otherwise intends to accept. Lessor will notify Lessee in writing of any such bona fide offer, including the terms of the offer, within thirty (30) days following Lessor’s determination to accept the offer. Lessee will notify Lessor within thirty (30) days following receipt of such notification if it is exercising its ROFR. In the event that Lessee fails to exercise its ROFR, Lessor will have sixty (60) days from the expiration of Lessee’s thirty (30) day response period to enter into an agreement with the offeror on the same terms and conditions as were offered to Lessee. If, within the sixty (60) day period, Lessor does not enter into a binding agreement with the offeror on the same terms and conditions as were offered to Lessee, then Lessee’s ROFR will remain in effect pursuant to the terms stated in this Subsection. If, within the sixty (60) day period, Lessor enters into a binding agreement with the offeror on the same terms and conditions as were offered to Lessee, then Lessee’s ROFR will terminate; provided, however, that should Lessor’s agreement with the offeror be terminated within twenty-four (24) months after the expiration or termination of this Agreement, Lessee’s ROFR will be reinstated for the remainder of the twenty-four (24) month period or for a period of one hundred eighty (180) days, whichever is longer. The terms of any agreement between Lessee (or its designee) and Lessor resulting from the exercise of Lessee’s ROFR will be ratified in a separate agreement. All materials exchanged under this ROFR are subject to the non-

disclosure provisions of this Agreement.

(c) **Form of Consideration and Determination of Value.** Subject to, and without limiting Lessee's rights described in Subsection 3(b), if the whole or any part of the consideration of the third-party offer is in a form other than cash, then Lessee may meet such non-cash consideration using cash, comparable non-cash consideration, or both in its acceptance notice. If Lessor does not accept Lessee's offer of a cash substitute for the non-cash consideration, then Lessor must notify Lessee in writing of Lessor's estimate of a fair cash substitute within fifteen (15) days after Lessor's receipt of Lessee's acceptance notice. Lessor's failure to notify Lessee of its estimate of a fair cash substitute within the prescribed fifteen (15) day period shall be deemed an acceptance of Lessee's cash-substitute offer. If Lessor rejects Lessee's cash-substitute offer, then Lessee will have ten (10) days from receipt of Lessor's rejection to notify Lessor of its election to (i) adopt Lessor's stated cash value, or (ii) submit the valuation issue for determination by binding arbitration. In any case where the right to arbitrate is invoked, Lessee's ROFR will remain open until thirty (30) days after Lessee is notified of the arbitrators' decision, during which time Lessee may revise its acceptance notice to adopt the arbitrators' findings or waive its ROFR with respect to the third party offer, provided that Lessor and third party execute a contract to implement the third-party offer within ninety (90) days of the end of Lessee's thirty (30) day time period to consider the arbitration decision. Lessor's failure to accept the third-party offer restores this ROFR.

5. **Amendment to Section 5 ("Capacity Requirements and Uses").** Section 5 will be deleted in its entirety and replaced with the following text:

(a) **Lessee Capacity.** Upon the Commencement Date, Lessee will have the exclusive right to use all of the capacity under the Channels ("Lessee Capacity").

(b) **Use of Capacity.** Lessee may use Lessee Capacity in any manner and for any purpose that is lawful, in analog, digital or any other format, including those that may be authorized in the future by the FCC. Lessee will use the Lessee Capacity in compliance with FCC Rules and all other laws and regulations applicable to Lessee use of the Lessee Capacity.

(c) **Channel Swapping; Costs.** With the consent of Lessor, which consent will not be unreasonably withheld, conditioned, or delayed, Lessee may require Lessor to enter into agreements to swap some or all of its Channels for other channels in the Market (the "Swapped Channels"), and in connection therewith file any necessary FCC applications to accomplish the swap, so long as there is no material difference in the operational capability or value of the Swapped Channels as compared to Lessor previous Channels taking into account such factors as the GSA and the population therein. It is understood and agreed, however, that Lessor will not be required to consent to any swap under which the Swapped Channels provide fewer MHz of spectrum collectively, or less contiguous spectrum is licensed to Lessor, as compared with Lessor's previous Channels. Lessee agrees to bear all costs and expenses associated with the implementation of channel swapping, including the reasonable out of pocket costs of Lessor engineering consultants and attorneys.

6. **Amendment to Section 19 ("Notices").** The Notice Addresses are updated as follows:

**Notice Address for Lessee:**

**NSAC, LLC**  
C/O T-Mobile US, Inc.  
12524 Sunrise Valley Drive  
#1D1003  
Reston, VA 20196  
Attn: Spectrum Group  
Email: [spectrumpartners@t-mobile.com](mailto:spectrumpartners@t-mobile.com)

**With a copy to:**

**T-Mobile US, Inc.**  
12502 Sunrise Valley Drive  
VARESA0209-2D187  
Reston, VA 20196  
Attn: Heather Brown, Legal  
Email: [heather.brown1@T-Mobile.com](mailto:heather.brown1@T-Mobile.com)

Notice Address for **Lessor:**

Shelby-Rising City Public Schools  
ATTN: Superintendent  
650 North Walnut Street  
Shelby, NE 68662

7. **No Further Amendment.** Except as expressly modified by this Amendment, the Agreement shall remain unmodified and in full force and effect. The Parties hereby ratify their respective obligations under the Agreement.
8. **Counterparts.** This Amendment may be executed in any number of counterparts, each of which will be an original, with the same effect as if the signatures on each counterpart were upon the same instrument.
9. **Conflict.** To the extent there is a conflict between the terms and provisions of this Amendment and the Agreement, the terms and provisions of this Amendment will govern.

*[Signatures set forth on the following page]*

**IN WITNESS WHEREOF**, the Parties have caused this Amendment to be executed by their duly authorized officers as of the date first written above.

**Shelby-Rising City Public Schools**

By: 

\_\_\_\_\_  
Name: Tucker T Tejkl

\_\_\_\_\_  
Title: Superintendent

**SkyBeam, LLC**

By:

\_\_\_\_\_  
Name:  
Title:

**ACKNOWLEDGED AND AGREED**

**NSAC, LLC**

By:  
Name:  
Title:

Reviewed by T-Mobile Legal

By:  
Name: Angie Hirzel  
Title: Senior Corporate Counsel

Approved by T-Mobile Spectrum

By:  
Name:  
Title:

**QHS, LLC**

By:

Name: Mitchell P. Steidl  
Title: Managing Director  
Date:

Schedule 1  
Fees

<b>Year</b>	<b>Annual Fee</b>
1	\$5,000
2	\$5,000
3	\$5,000
4	\$6,250
5	\$6,250
6	\$6,250
7	\$6,250
8	\$6,250
9	\$7,500
10	\$7,500
11	\$7,500
12	\$7,500
13	\$7,500
14	\$9,000
15	\$9,000
16	\$9,000
17	\$9,000
18	\$9,000
19	\$12,000
20	\$12,000
21	\$12,000
22	\$12,000
23	\$12,000
24	\$15,000
25	\$15,000
26	\$15,000
27	\$15,000
28	\$15,000
29	\$18,000
30	\$18,000

**EXHIBIT B**  
**IRS Form W9 (2018 Form)**

**EXHIBIT C**  
**Payment Instructions**

**DIRECT DEPOSIT SETUP/CHANGE FORM**

Direct Deposit is a fast, easy way to receive payments. We highly encourage our vendors to sign up. Using Direct Deposit means funds will be available in your account within two business days from payment date. Please follow the directions below to take advantage of this more effective and efficient payment opportunity.

**A. Bank Name:**

**B. Type of Account: Checking**  **Savings**

**C. ABA Routing Number (9 digits):**

**D. Bank Account Number:**

**E. Vendor Name:**

**F. Sprint Vendor Number (to be completed by Sprint Spectrum Mgmt):**

**G. Tax ID/SSN Number:**

**H. Vendor Mailing Address:**

**I. Vendor Phone Number:**

**J. Accounts Receivable Email Address:**

**(Note: Email address required to receive detailed deposit notifications.)**

**K. Accounts Receivable Contact Phone:**

**L. Printed Name of Authorized Vendor Representative:** \_\_\_\_\_

**M. Signature of Authorized Vendor Representative:** \_\_\_\_\_

*\*By signing above you agree to the following terms/conditions:*

- We understand that ALL payments will remit via ACH to the bank account listed above.
- We will notify Sprint of any change to account info 10 days prior to change in order to avoid returned payments or delay in payments.

**N. Date Signed by Authorized Vendor Representative:**

The following backup documentation must be submitted with this form and must include: the name on the account, the account number, and the ABA routing number.

- Checking account - attach a voided check or a letter from the bank
- Savings account - attach a pre-printed deposit slip and the 1st page of a recent bank statement (only if "name" on the account is not on the deposit slip)

**Exhibit D**

**Lessor and FCC Electronic Filing Information Form**

Lessor: \_\_\_\_\_

FCC Registration Number	
FCC ULS Password (if unknown, see below)	
Contact Information	
Federal Tax ID Number (see below)	

If your FCC ULS password associated with your FCC license is unknown, you will need to request the FCC to reset it. You can do so by clicking the following link and follow the steps as prompted:

[www.apps.fcc.gov/coresWeb/enterFrmForPwdReset.do](http://www.apps.fcc.gov/coresWeb/enterFrmForPwdReset.do)

(You will need your federal taxpayer ID number to request the reset with the FCC.)

OR

If you would like Sprint to request the reset of your FCC ULS password on your behalf, please provide the Federal Tax Id Number for the Lessor in the above-referenced box. Upon receipt of the new ULS password, Sprint will forward to you for your records.

**By providing the above information, Lessor hereby gives authority to Sprint to complete FCC license renewals and lease applications for the subject FCC license on Lessor's behalf throughout the Term of the Agreement.**

**[LESSOR]**

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_



TEL 402.471.2295  
FAX 402.471.0117



P.O. Box 94987  
Lincoln, NE 68509-4987



[education.ne.gov](http://education.ne.gov)



June 6, 2023

Administrator  
Shelby-Rising City Public Schools  
PO Box 218  
Shelby, NE 68662

RE: 2023/2024 Accreditation

Dear Administrator,

On June 2, 2023, the State Board of Education voted to grant accreditation to Shelby-Rising City Public Schools for the period July 1, 2023, through June 30, 2024. This action is based upon records indicating that Shelby-Rising City Public Schools operated in compliance with Title 92, *Nebraska Administrative Code*, Chapter 10 (Rule 10), *Regulations and Procedures for the Accreditation of Schools*. This action confers upon your school system the legal right to fulfill provisions of the compulsory education law.

We have appreciated the cooperation you have extended to us during the past year in the continued efforts to provide a quality education to Nebraska students.

Sincerely,

Michelle R. Charf – Ed. D  
Accreditation Section Director  
Office of Accountability, Accreditation, and Program Approval  
Nebraska Department of Education



# Certificate of Accreditation

The Nebraska Department of Education

Recognizes

**Shelby-Rising City Public Schools**

AS AN ACCREDITED SCHOOL  
FOR THE SCHOOL YEAR 2023-2024

BY THE OFFICIAL ACTION OF THE STATE BOARD OF EDUCATION

A handwritten signature in blue ink, appearing to read "Deborah A. Frison".

Deborah A. Frison, Ed.D.  
Deputy Commissioner of Education



2901 Cuming Street  
Omaha, NE 68131  
(402) 344-4321 phone  
(402) 346-0277 fax  
[www.HilandDairy.com](http://www.HilandDairy.com)

June 12, 2023

Shelby Rising City PS  
Attn: Ada Noyd  
PO Box 218  
Shelby, NE 68662

Dear Ms. Noyd,

Hiland Dairy is pleased to submit the following bid on dairy products for the 2023-2024 school year.

<u>Unit</u>	<u>Product</u>	<u>Esc/De-Esc Price</u>
½ Pint	1% White	\$0.4251
½ Pint	Fat Free Chocolate	\$0.4349
½ Pint	Fat Free Strawberry	\$0.4349
4 oz	Orange Juice	\$0.2720
4oz	Apple Juice	\$0.2630

This bid is for Escalating/De-Escalating pricing. Please see attached clause for monthly cost adjustment factors for Esc/De-Esc pricing. Please call if you have any questions.

The bid is (choose one)  awarded to Hiland Dairy or  declined and awarded to \_\_\_\_\_

Name and Title Tucker Tejkl / Superintendent  
Contact Phone 402 527 5946 Email ttejkl@shelby.esu7.org  
Date 6/12/23 First Delivery Date Aug. 14<sup>th</sup>, 2023 Esc./De-Esc Month June 2023

Please complete and scan this bid along with all competing bidder's documents to: [tflock@hilanddairy.com](mailto:tflock@hilanddairy.com)

Thank you,

Tim Flock  
Hiland Dairy Foods  
Branch Manager Norfolk  
700 E. Omaha Dr.  
Norfolk, NE 68702  
Office 402-371-3660

**Milk Escalator / De-Escalator Pricing Clause (DFA Supplied)**

The pricing quoted is based on **June's 2023** Federal Milk Marketing Order for Class I Skim and Class I Butterfat. This pricing is subject to change as the cost of raw milk changes each month according to the USDA Federal Milk Market Price Announcements and Dairy Farmers of America.

The cost of milk fluctuates up and down each month based on the cost changes in raw milk. Changes of a minimum of \$.10 per CWT (up or down) will move the cost of a half pint \$ .00054.

Prices will also be adjusted up or down based on cost changes in packaging, ingredients, labor, fuel, juice concentrate, re-sale products (ex. Tropicana, Sport Shake), etc. Supporting documentation will be supplied upon request.

All price changes will become effective on the 1<sup>st</sup> day of the month following the price announcement.

BORUCH MASONRY CONSTRUCTION  
 LLC  
 PO BOX 595  
 OSCEOLA NE 68651

# Estimate

Date	Estimate #
6/11/2023	797

Name / Address
SHELBY-RISING CITY SCHOOL PO BOX 218 SHELBY, NE 68662

Project

Description	Qty	Rate	Total
GRADING		675.00	675.00
MINI BOX CULVERT		4,600.00	4,600.00
8' x 42' x 5" WALK		2,788.00	2,788.00
BACK FILL		351.00	351.00
ADD \$800 PER TRIP FOR PUMP TRUCK IF NEEDED. ADD \$400 FOR TRACK MACHINE IF NEEDED TO PLACE CONCRETE.			

Estimate is figured with current prices of materials so quote is subject to change.	<b>Total</b>	\$8,414.00
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