

Board of Education Regular Meeting  
Tuesday, August 9, 2016 7:30 PM  
Conference Room at the Southern Valley  
Schools Junior/Senior High School Building,  
Oxford, Nebraska  
43739 Hwy 89  
Oxford, NE 68967

1. OPENING
  - 1.1. Call Meeting to Order
  - 1.2. Roll Call
  - 1.3. Excuse Absent Board Members
  - 1.4. Acknowledge Posted Open Meeting Act
2. REVIEW THE AGENDA
  - 2.1. Publication of Notice Verification
  - 2.2. Notes Regarding Agenda/Additions
  - 2.3. Approval of Agenda
  - 2.4. Approval of Prior Minutes
3. RECOGNITION OF VISITORS
  - 3.1. Public Comment
4. BUSINESS ITEMS
  - 4.1. Approval of Bills
  - 4.2. Treasure's Report
  - 4.3. Committee Reports
    - 4.3.1. Americansim Mtg
    - 4.3.2. SV Beef Program

- 4.4. Principal's Report
- 4.5. AD Report
- 5. ACTION ITEMS
  - 5.1. Budget Workshop
  - 5.2. Rule 10 Inspection
  - 5.3. Board Policy Updates
  - 5.4. NASB Medicaid Consortium
  - 5.5. Rating the Bond
  - 5.6. Handbook Changes
  - 5.7. Resolution of Account
  - 5.8. Joint Compound Bid
  - 5.9. Elementary Principal Salary
- 6. INFORMATIONAL ITEMS
  - 6.1. Back to School Blowout
  - 6.2. Board Staff Supper
- 7. EXECUTIVE SESSION
- 8. MOTION TO ADJOURN

Board of Education Regular Meeting

July 11<sup>th</sup>, 2016 8:30 PM

Conference Room at the Southern Valley Schools Junior/Senior High School Building, Oxford, Nebraska

The July meeting of the Southern Valley Board of Education was called to order by President David Witte at 8:30 pm. The roll was called and the following members were present: David Witte, Ryan Hunt, Bob Bergquist, Todd Brown, Steve Hunt, and Craig Baily. Member absent: None.

The Board of Education makes available a current copy of the Open Meetings Act accessible to members of the public. The Open Meetings Act is also posted in the conference room.

Publication of Meeting notice was posted per Board of Education Policy.

Hearing to Amend the 2015-16 Budget to allow for payment from Southern Valley Schools QUCPUF account opened at 8:31pm. Discussion was held. Hearing closed at 9:02pm.

June 2016 Board of Education meeting minutes approved as submitted.

Time allowed for public comment. No public comment.

Motion to approve receipts and expenditures submitted by the administration passed with a motion made by Steve Hunt and a second by Bob Bergquist.

Craig Baily	Yes
Bob Bergquist	Yes
Todd Brown	Yes
Steve Hunt	Yes
Ryan Hunt	Yes
David Witte	Yes

The Financial Report and Budget Comparison Reports were reviewed along with current account balances and projected revenue.

Motion to approve the amended 2015-16 budget to allow for payment from Southern Valley Schools QUCPUF account passed with a motion by Bob Bergquist and a second by Ryan Hunt.

Craig Baily	Yes
Bob Bergquist	Yes
Todd Brown	Yes
Steve Hunt	Yes
Ryan Hunt	Yes
Dave Witte	Yes

Motion to set the 2016-17 school meal prices as follows passed by a motion by Steve Hunt and a second by Todd Brown

Breakfast:	K-6 \$1.75, 7-12 \$1.85, Adults \$1.95
Lunch:	K-6 \$2.40, 7-12 \$2.65, Adults/Visitor \$3.30
Milk:	All \$0.45
Craig Baily	Yes
Bob Bergquist	Yes
Todd Brown	Yes
Steve Hunt	Yes
Ryan Hunt	Yes
Dave Witte	Yes

Motion to approve 2016-17 Activity Season Pass prices as follows passed with a motion by Ryan Hunt and a second by Todd Brown.

Family- \$100

Single- \$50

Student- \$20

Craig Baily Yes

Bob Bergquist Yes

Todd Brown Yes

Steve Hunt Yes

Ryan Hunt Yes

Dave Witte Yes

Motion to approve the 2016-17 Admission prices as follows passed with a motion by Ryan Hunt and a second by Steve Hunt.

Adults- \$5

Students-\$4

Craig Baily Yes

Bob Bergquist Yes

Todd Brown Yes

Steve Hunt Yes

Ryan Hunt Yes

Dave Witte Yes

Motion to approve substitute pay for the 2016-17 school year as \$100/day or \$150/day long term passed with a motion by Steve Hunt and a second by Ryan Hunt.

Craig Baily Yes

Bob Bergquist Yes

Todd Brown Yes

Steve Hunt Yes

Ryan Hunt Yes

Dave Witte Yes

Motion to approve the mileage reimbursement rate as \$0.50/mile for the 2016-17 school year passed with a motion by Bob Bergquist and a second by Ryan Hunt.

Craig Baily Yes

Bob Bergquist Yes

Todd Brown Yes

Steve Hunt Yes

Ryan Hunt Yes

Dave Witte Yes

Motion to approve second reading to increase total credits for graduation from 240 to 280 and to require 10 credits in PE beginning with the Class of 2020 passed with a motion by Bob Bergquist and a second by Craig Baily.

Craig Baily Yes

Bob Bergquist Yes

Todd Brown Yes

Steve Hunt Yes

Ryan Hunt Yes

Dave Witte Yes

Motion to approve the bid from BTS to update phone system passed with a motion by Ryan Hunt and a second by Bob Bergquist.

Craig Baily	No
Bob Bergquist	Yes
Todd Brown	Yes
Steve Hunt	Yes
Ryan Hunt	Yes
Dave Witte	Yes

Informational Items: Updated Southern Valley Bond information and Elementary Principal Salary for 2016-17. Also discussed was the upcoming Southern Valley Foundation Purple, Silver and Black Day to be held July 30<sup>th</sup> will include a 3-man golf scramble in Oxford, Road Rally, and end with Supper and entertainment that evening. For more information or tickets contact Darren Tobey.

Meeting adjourned at 10:15pm.

The next regular meeting is scheduled for August 9<sup>th</sup>, 2016 at 7:30pm.

Dated this 15<sup>th</sup> day of July 2016.

FURNAS COUNTY SCHOOL DISTRICT #540  
A/K/A SOUTHERN VALLEY SCHOOLS  
BY: DAVID WITTE, PRESIDENT

ATTEST: Lindin Quinn, Recording Secretary

# Checks for Payment Listing

Direct

Dep.	Check	Check Date	Payable To	Description	Amount
<b>1 - GENERAL FUND</b>					
	00018709	08/09/2016	Anita Krejdl	Reimbursement	25.70
	00018710	08/09/2016	Aramark Uniform Services	Custodial Supplies	274.85
	00018711	08/09/2016	Beaver Creek Mowing	Grounds Upkeep	2,760.00
	00018712	08/09/2016	Blue Tarp Financial, Inc.	IA Supplies	32.96
	00018713	08/09/2016	Camera Doctor	Journalism Supplies	685.00
	00018714	08/09/2016	Champlin Tire Recycling Inc.	Grounds Upkeep	3,876.88
	00018715	08/09/2016	Decker Equipment	Custodial Supplies	293.52
	00018716	08/09/2016	Egan Supply Co.	Custodial Supplies	115.78
	00018717	08/09/2016	ELDRIDGE PLAYS	Drama Supplies	28.80
	00018718	08/09/2016	Esu #11	Reimbursement- Tech Supplies	2,120.35
	00018719	08/09/2016	Wex Bank	Bus Gas	165.74
	00018720	08/09/2016	Harlan County Journal	Meeting Notice	9.50
	00018721	08/09/2016	Holiday Inn- Southwest	Roskop/York	559.96
	00018722	08/09/2016	ISTE	Conference Registration	534.00
	00018723	08/09/2016	J & J Repair	Bus Maintenance	589.46
	00018724	08/09/2016	Jessie Thalheim	Reimbursement	40.00
	00018724	08/09/2016	Jessie Thalheim	Reimbursement	138.38
	00018724	08/09/2016	Jessie Thalheim	Reimbursement	68.98
	00018725	08/09/2016	MEREDITH MCQUAY	Reimbursement	1,224.84
	00018726	08/09/2016	NCSA	Regisitration- Calahan	25.00
	00018726	08/09/2016	NCSA	Registration- Grove	185.00
	00018726	08/09/2016	NCSA	Registration-Grove	45.00
	00018726	08/09/2016	NCSA	Member Registration- Calahan	175.00
	00018726	08/09/2016	NCSA	Member Registration- Calahan	230.00
	00018727	08/09/2016	NCS Pearson	SPED Supplies	200.34
	00018728	08/09/2016	Reliable Pest Control	Pest Control	125.00
	00018729	08/09/2016	Schoology Inc	Subscription	6,250.00
	00018730	08/09/2016	Southwest Ne Physical Therapy	SPED Services	70.00
	00018731	08/09/2016	Walch Education	HS Supplies- A.K.	42.00
	00018732	08/09/2016	WHITE AUTO GLASS	Bus Maintenance	160.00
<b>1 - GENERAL FUND Totals:</b>					<b>21,052.04</b>
<b>Report Total:</b>					<b>21,052.04</b>

# Checks for Payment Listing

Direct Dep.	Check	Check Date	Payable To	Description	Amount
<b>1 - GENERAL FUND</b>					
	00018633	08/03/2016	Ag Valley Coop	Bus Gas	71.82
	00018633	08/03/2016	Ag Valley Coop	Bus Gas	642.77
	00018634	08/03/2016	Beaver City Municipal Plant	Electricity	23.70
	00018635	08/03/2016	Blue Tarp Financial, Inc.	IA Supplies	458.06
	00018636	08/03/2016	Brendan Calahan	Reimbursement	1,650.14
	00018637	08/03/2016	BSN Sports	General Supplies	53.99
	00018638	08/03/2016	Builders	Custodial Supplies	67.60
	00018639	08/03/2016	Carson-Dellosa Publishing	3rd Grade Supplies	35.93
	00018640	08/03/2016	CHS Agri Service Center	Custodial Supplies	40.99
	00018641	08/03/2016	Coach Masters, Inc.	Coach Bus Maintenance	4,308.41
	00018642	08/03/2016	Cobra Midwest	Custodial Supplies	900.00
	00018642	08/03/2016	Cobra Midwest	Cuustodial Supplies	123.45
	00018643	08/03/2016	Committee For Children	Guidance Supplies- Elementary	619.00
	00018644	08/03/2016	Computers Etc.	General Supplies	158.94
	00018645	08/03/2016	Creative Teacher, Inc	3rd Grade Supplies	53.35
	00018646	08/03/2016	Dish Network	Dish Network	221.58
	00018647	08/03/2016	Eakes Office Products Gi	Principal Supplies	3,097.56
	00018647	08/03/2016	Eakes Office Products Gi	Principal Supplies	1,096.61
	00018648	08/03/2016	Esu #11	4th QTR Invoice	3,144.87
	00018648	08/03/2016	Esu #11	4th QTR Invoice	8,807.09
	00018648	08/03/2016	Esu #11	4th QTR Invoice	2,756.09
	00018648	08/03/2016	Esu #11	4th QTR Invoice	41,314.42
	00018648	08/03/2016	Esu #11	4th QTR Invoice	3,672.07
	00018648	08/03/2016	Esu #11	4th QTR Invoice	10,189.55
	00018648	08/03/2016	Esu #11	4th QTR Invoice	1,240.12
	00018649	08/03/2016	ETA hand2mind!	6th Grade Supplies	14.44
	00018650	08/03/2016	Wex Bank	Bus Gas	69.74
	00018651	08/03/2016	Frontier Communications	Telephone	200.68
	00018651	08/03/2016	Frontier Communications	Telephone	491.52
	00018652	08/03/2016	Garrett Tires & Treads-Kearney	Bus Maintenance	643.75
	00018652	08/03/2016	Garrett Tires & Treads-Kearney	Bus Maintenance	98.95
	00018652	08/03/2016	Garrett Tires & Treads-Kearney	Bus Maintenance	149.49
	00018652	08/03/2016	Garrett Tires & Treads-Kearney	Bus Maintenance	375.41
	00018652	08/03/2016	Garrett Tires & Treads-Kearney	Tires	1,282.04
	00018652	08/03/2016	Garrett Tires & Treads-Kearney	Bus Maintenance	567.72
	00018652	08/03/2016	Garrett Tires & Treads-Kearney	Tires	894.65
	00018652	08/03/2016	Garrett Tires & Treads-Kearney	Tires	888.70
	00018653	08/03/2016	GOPHER - NW 5634	3rd Grade Supplies- Culver	186.03
	00018654	08/03/2016	Harlan County Journal	Legal Notice	4.75
	00018655	08/03/2016	Hometown Leasing	Copier Lease Pymt	4,094.20
	00018656	08/03/2016	Houghton Mifflin Company	KG Supplies- Hoxmeier	368.01
	00018656	08/03/2016	Houghton Mifflin Company	KG Supplies- Schoen	333.05
	00018657	08/03/2016	Huskerland Prep Report	2016 Subscription	69.00
	00018658	08/03/2016	J & J Repair	Bus Maintenance	337.44
	00018658	08/03/2016	J & J Repair	Bus Maintenance	1,896.98
	00018659	08/03/2016	Jeff Ellis	Reimbursement- Gas	35.51
	00018660	08/03/2016	JENNIFER SCHUTZ,OTR/L	SPED Services	483.14
	00018661	08/03/2016	Jennifer Wasenius	Reimbursement- Mtg Expense	332.00
	00018662	08/03/2016	Joe York	Reimbursement- Mtg Expense	62.13

## Checks for Payment Listing

Direct Dep.	Check	Check Date	Payable To	Description	Amount
	00018663	08/03/2016	J W Pepper & Son Inc.	HS Supplies- Stalder	587.97
	00018663	08/03/2016	J W Pepper & Son Inc.	Elem Supplies- Stalder	53.98
	00018664	08/03/2016	Kelley's Super Market Inc	Summer School Supplies	474.06
	00018664	08/03/2016	Kelley's Super Market Inc	Summer School Supplies	61.64
	00018665	08/03/2016	KSB School Law	Legal Counsel	40.00
	00018666	08/03/2016	LaRue Coffee	General Supplies	217.30
	00018667	08/03/2016	Leo Hinkle	Classroom Painting	500.00
	00018668	08/03/2016	The Library Store, Inc.	General Supplies	20.64
	00018669	08/03/2016	LIPS Printing Service	General Supplies	254.89
	00018669	08/03/2016	LIPS Printing Service	General Supplies	342.74
	00018670	08/03/2016	Mid-american Research Chemica	Custodial Supplies	1,262.13
	00018671	08/03/2016	Mark Grove	Reimbursement- Hotel	653.70
	00018671	08/03/2016	Mark Grove	Reimbursement- Hotel	389.80
	00018671	08/03/2016	Mark Grove	Reimbursement- Hotel	653.70
	00018672	08/03/2016	Melinda Hunt	Mileage	368.00
	00018673	08/03/2016	Menards	Custodial Supplies	1,253.60
	00018673	08/03/2016	Menards	Custodial Supplies	27.97
	00018674	08/03/2016	NASB	Workshop Registration	75.00
	00018675	08/03/2016	NASB ALICAP	2016 Insurance Billing	82,753.00
	00018676	08/03/2016	Nasco	Elem Supplies- Hoxmeier	15.00
	00018677	08/03/2016	NCSA	Conference Registration	519.00
	00018678	08/03/2016	NCS Pearson	SPED Supplies	35.00
	00018679	08/03/2016	Nebraska Safety & Fire Equipment, Inc.	Contracted Services	555.30
	00018680	08/03/2016	NETA	Conference Registration	159.00
	00018680	08/03/2016	NETA	Conference Registration	139.00
	00018681	08/03/2016	One Call Concepts, Inc.	Line Locate	9.87
	00018681	08/03/2016	One Call Concepts, Inc.	Line Locate	1.89
	00018682	08/03/2016	Oxford Utilities	Trash Haul	660.00
	00018683	08/03/2016	Pearson Education	Elem Supplies- KS K	111.46
	00018683	08/03/2016	Pearson Education	Elem Supplies- RS 4th	119.33
	00018683	08/03/2016	Pearson Education	Elem Supplies- BH K	91.20
	00018684	08/03/2016	Pitney Bowes	Postage	500.00
	00018685	08/03/2016	RayAnn Roskop	Reimbursement- Mtg Expense	73.85
	00018686	08/03/2016	Really Good Stuff, Inc.	Elem Supplies- JW 6th	249.57
	00018686	08/03/2016	Really Good Stuff, Inc.	Elem Supplies- LW 3rd	80.31
	00018686	08/03/2016	Really Good Stuff, Inc.	Elem Supplies- ME 1st	491.85
	00018686	08/03/2016	Really Good Stuff, Inc.	Elem Supplies- RB 4th	86.92
	00018686	08/03/2016	Really Good Stuff, Inc.	Elem Supplies- MW 4th	68.30
	00018686	08/03/2016	Really Good Stuff, Inc.	Elem Supplies- GE 5th	252.53
	00018686	08/03/2016	Really Good Stuff, Inc.	Elem Supplies-HL	100.70
	00018686	08/03/2016	Really Good Stuff, Inc.	SPED Supplies	62.41
	00018686	08/03/2016	Really Good Stuff, Inc.	Elem Supplies- AC 3rd	188.40
	00018686	08/03/2016	Really Good Stuff, Inc.	Elem Supplies- KS K	83.41
	00018686	08/03/2016	Really Good Stuff, Inc.	Elem Supplies- KP 2nd	183.39
	00018687	08/03/2016	Resilite	IS Supplies	675.00
	00018688	08/03/2016	School Datebooks	HS Supplies- MH	246.40
	00018689	08/03/2016	Scholastic, Inc.	SPED Supplies	79.53
	00018689	08/03/2016	Scholastic, Inc.	Elem Supplies- JW 6th	114.36
	00018690	08/03/2016	School Specialty Inc	General Supplies	89.32
	00018690	08/03/2016	School Specialty Inc	Elem Supplies	1,957.68

# Checks for Payment Listing

Direct Dep.	Check	Check Date	Payable To	Description	Amount
	00018690	08/03/2016	School Specialty Inc	Elem Supplies- GE	18.13
	00018690	08/03/2016	School Specialty Inc	Elem Supplies- HL	18.59
	00018690	08/03/2016	School Specialty Inc	Elem Supplies- PH Art	207.44
	00018690	08/03/2016	School Specialty Inc	Elem Supplies- MM	29.17
	00018690	08/03/2016	School Specialty Inc	SPED Supplies	66.41
	00018690	08/03/2016	School Specialty Inc	Elem Supplies- KP 2nd	32.71
	00018690	08/03/2016	School Specialty Inc	HS Supplies- JB Math	136.08
	00018690	08/03/2016	School Specialty Inc	SPED Supplies	93.84
	00018690	08/03/2016	School Specialty Inc	Elem Supplies- BH K	31.91
	00018690	08/03/2016	School Specialty Inc	Elem Supplies- JW 6th	17.77
	00018690	08/03/2016	School Specialty Inc	Eme Supplies- KS K	146.46
	00018690	08/03/2016	School Specialty Inc	Elem Supplies- BH K	74.98
	00018690	08/03/2016	School Specialty Inc	Elem Supplies- BH K	51.48
	00018691	08/03/2016	Sharon Lanham	Reimbursement- Mileage	53.00
	00018692	08/03/2016	SourceGas	IA Project	22.04
	00018693	08/03/2016	Staples Advantage	General Supplies	8.25
	00018693	08/03/2016	Staples Advantage	General Supplies	187.02
	00018693	08/03/2016	Staples Advantage	HS Supplies	70.75
	00018694	08/03/2016	Sv Depreciation Fund	August Transfer	12,500.00
	00018695	08/03/2016	T-C Ceilings, Inc.	Custodial Supplies	913.92
	00018696	08/03/2016	TEACHER DIRECT	Elem Supplies- ME	235.93
	00018696	08/03/2016	TEACHER DIRECT	Elem Supplies- BH K	44.30
	00018696	08/03/2016	TEACHER DIRECT	SPED Supplies	135.85
	00018696	08/03/2016	TEACHER DIRECT	SPED Supplies	56.70
	00018696	08/03/2016	TEACHER DIRECT	Elem Supplies- KP 2nd	105.88
	00018696	08/03/2016	TEACHER DIRECT	Elem Supplies- RB 4th	57.48
	00018696	08/03/2016	TEACHER DIRECT	Elem Supplies- MW 4th	54.89
	00018697	08/03/2016	The Thompson Company	Custodial Supplies	52.41
	00018698	08/03/2016	Tom Dinsdale	Bus Maintenance	359.96
	00018699	08/03/2016	Tom Schoenfelder	Reimbursement- Gas	25.00
	00018700	08/03/2016	Truck Center Companies	Bus Maintenance	372.64
	00018701	08/03/2016	Twin Valleys Public Power	Electricity	32.81
	00018701	08/03/2016	Twin Valleys Public Power	Electricity	26.86
	00018701	08/03/2016	Twin Valleys Public Power	Electricity	5,777.45
	00018701	08/03/2016	Twin Valleys Public Power	Electricity	57.66
	00018701	08/03/2016	Twin Valleys Public Power	Electricity	22.52
	00018701	08/03/2016	Twin Valleys Public Power	Electricity	4,260.76
	00018702	08/03/2016	TwoPturf, LLC	Grounds Upkeep	2,216.25
	00018703	08/03/2016	USPS	Postage- Newsletter	214.01
	00018704	08/03/2016	US School Supply Inc	Elem Supplies- TW	290.25
	00018705	08/03/2016	Verizon Wireless	Verizon	325.84
	00018706	08/03/2016	Wells Fargo Card Services	Credit Card Charges	24.66
	00018706	08/03/2016	Wells Fargo Card Services	Credit Card Charges	473.58
	00018706	08/03/2016	Wells Fargo Card Services	Credit Card Charges	7,658.51
	00018706	08/03/2016	Wells Fargo Card Services	Credit Card Charges	280.82
	00018706	08/03/2016	Wells Fargo Card Services	Credit Card Charges	692.65
	00018706	08/03/2016	Wells Fargo Card Services	Credit Card Charges	219.04
	00018706	08/03/2016	Wells Fargo Card Services	Credit Card Charges	99.99
	00018706	08/03/2016	Wells Fargo Card Services	Credit Card Charges	109.99
	00018707	08/03/2016	Woodworker's Supply, Inc.	IA Supplies	60.40

# Checks for Payment Listing

Direct

Dep.	Check	Check Date	Payable To	Description	Amount
	00018708	08/03/2016	Woodward's Disposal Service, Inc.	Shredding	35.00
<b>1 - GENERAL FUND Totals:</b>					<b>235,677.58</b>
<b>Report Total:</b>					<b>235,677.58</b>

**2015-16 Budget Update  
(Through July 2016)**

	<u>July 2013</u>	<u>July 2014</u>	<u>July 2015</u>	<u>July 2016</u>
Total Receipts	336,504 (transfer)	440,949 (transfer 320,000)	458,270	246,286
Total Spent	465,892	529,765	471,530	520,026

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**DISBURSEMENT COMPARIOSN from Selected Categories**

	<u>July 2013</u>	<u>July 2014</u>	<u>July 2015</u>	<u>July 2016</u>
TOTAL Regular Instruction Programs (1100)	220,926	252,290	224,616	246,306
TOTAL Administration (2320/2410/20)	43,604	47,875	42,347	41,375
Maintenance/Operation of Plant (2610/2620)	51,327	54,857	51,410	58,704
Bus Maintenance/Tires (337/338)	11,810	7,788	5,858	1,721
SPED (1200)	38,861	35,605	30,038	29,353

**\*\*Figures below are already factored into totals above...just want to monitor them separately as well\*\***

	<u>July 13</u>	<u>July 14</u>	<u>July 15</u>	<u>July 16</u>
ALL Subs (teacher/non-teachers)	0	850	0	0
ALL Electricity	12,441	10,732	8,969	9,771
ALL Bus Gas/Oil	3,195	7,507	1,938	2,756

**SOUTHERN VALLEY SCHOOL Financial Report- July 2016**

<u>ACCOUNT NAME</u>	<u>CASH BALANCE</u>	<u>BEGIN. CD BAL.</u>	<u>DEPOSIT</u>	<u>INTEREST</u>	<u>TRANSFER</u>	<u>EXPENSE</u>	<u>Current Balances</u>	<u>Outstanding Checks</u>	<u>July 2015 Balances</u>
Bond Fund Checking	\$ 318,718.18		\$ 36,612.58	\$ 72.16			\$ 355,402.92	\$ -	\$ 155,210.65
Bond LAF	\$ 175,072.50			\$ 15.60			\$ 175,088.10	N/A	\$ 300,016.58
<b>Bond Total</b>							<b>\$ 530,491.02</b>		<b>\$ 455,227.23</b>
Depreciation Checking	\$ 78,540.11		\$ 12,500.00				\$ 91,040.11	\$ -	\$ 9,108.29
Depreciation STIFIT7002- CLOSE AUG 2016	\$ 49,904.83			\$ 5.90			\$ 49,910.73	N/A	\$ 107,441.67
<b>Depreciation Total</b>	\$ 128,444.94						<b>\$ 140,950.84</b>		<b>\$ 116,549.96</b>
General Special		\$ 541,817.29		\$ 275.96			\$542,093.25	\$ -	\$ 904,377.49
General Checking	\$ 1,526,035.85		\$ 246,117.82	\$ 168.51		\$ 606,159.75	\$ 1,166,162.43		\$ 162,695.80
<b>General Total</b>							<b>\$1,708,255.68</b>		<b>\$ 1,067,073.29</b>
General Clearing Checking	\$ 10,642.56		\$ 70,055.26	\$ 1.56		\$ 70,377.35	<b>\$ 10,322.03</b>		\$ 12,392.69
Sinking/BLDG Fund Checking	\$ 462,261.74		\$ 4,377.72	\$ 58.59		\$ 12,506.50	<b>\$ 454,191.55</b>		\$ 339,727.51
QUCPUF	\$ 866,604.41			\$ 381.23		\$ 216,072.00	<b>\$ 650,913.64</b>		
							<b>\$ 3,495,124.76</b>		<b>\$ 1,990,970.68</b>

## **2005 Conflict of Interest**

Any member of the board of education who meets the conditions set forth in this policy shall be deemed to have a business or financial conflict of interest.

1. Definitions. For purposes of this policy:

a. Business with which a board member is associated shall include the following:

- (1) A business in which the board member or a member of his or her immediate family is a partner, a limited liability company, or serves as a director or an officer.
- (2) A business in which the board member or a member of his or her immediate family is a stockholder in a closed corporation with stock worth one thousand dollars or more, or he or she, or his or her immediate family owns more than a five percent equity interest or is a stockholder of publicly traded stock worth more than ten thousand dollars or more at fair market value, or which represents more than ten percent equity interest. This shall not apply to publicly traded stock under a trading account if the board member reports the name and address of the company and stockbroker.

b. A business association shall be defined to include an individual as a partner, limited liability company member, director or officer, or a business in which the individual or member of the immediate family is a stockholder.

2. Contracts with the School District.

- a. No board member or member of his or her immediate family shall enter into a contract valued at two thousand dollars or more, in any one year, with this school district unless the contract is awarded through an open and public process that (1) includes prior public notice and (2) allows the public to inspect during the school district's regular office hours the proposals considered and the contract awarded. Board members who

enter into employment contracts with the school district must also comply with Policy 4015.

- b. The existence of any conflict of interest in any contract in which the board member has an interest and in which the school district is a party, or the failure to make public the board member's interest known, may render a contract null and void.
- c. The prohibition of a conflict of interest or requirement for the board member to make public notice shall apply when the board member, or his or her immediate family (parent, spouse, or child) has a business association with the business involved in the contract or will receive a direct pecuniary fee or commission as a result of the contract.
- d. The prohibition in this section does not apply if the contract is an agenda item approved at a board meeting and the board member:
  - (1) Makes a declaration on the record to the school board regarding the nature and extent of his or her interest prior to official consideration of the contract;
  - (2) Does not vote on the matters of granting the contract, making payments pursuant to the contract, or accepting performance of work under the contract, or similar matters relating to the contract, except that if the number of members of the school board declaring an interest in the contract would prevent the board with all members present from securing a quorum on the issue, then all members may vote on the matters; and
  - (3) Does not act for the school board as to inspection or performance under the contract in which he or she has an interest.

3. Contracts with Board Member's Immediate Family.

- a. If a person in a board member's immediate family is an employee of this school district, the board member may vote on all issues of a contract which are generally applicable to:
  - (1) All district employees.

- (2) All employees within a specific classification but which does not single out the member of his or her immediate family.

#### 4. Employing Members of the Immediate Family.

- a. A board member may recommend for employment or supervise the employment of an immediate family member if:

- (1) The board member does not abuse his or her position.
- (2) Abuse of official position shall include, but not be limited to, employing an immediate family member:
  - (i) who is not qualified for and able to perform the duties of the position;
  - (ii) for any unreasonably high salary;
  - (iii) who is not required to perform the duties of the position.
- (3) The board makes a reasonable solicitation and consideration of applications for employment.
- (4) The board member makes a full disclosure on the record to the governing body of the school district and to the secretary of the board. If the secretary of the board of education would be the individual filing the disclosure statement, the statement shall be filed with the president of the board of education.
- (5) The board approves the employment or supervisory position.

- b. The board has not terminated the employment of another employee so as to make funds or a position available for the purpose of hiring an immediate family member.

#### 5. Gifts, Loans, Contributions, Rewards, or Promises of Future Employment

- a. No board member shall offer or give to the following persons anything of value, including a gift, loan, contribution, reward, or promise of future employment, based upon an agreement that a vote, official action, or judgment would be influenced thereby:
  - (1) a public official, public employee, or candidate.
  - (2) a member of the immediate family of an individual listed in Subparagraph 'a' above.
  - (3) a business with which an individual listed in Subparagraph (1) or (2) above is associated.
- b. No board member shall solicit or accept anything of value, including a gift, loan, contribution, reward, or promise of future employment based on an agreement that the vote, official action, or judgment of the board member would thereby be influenced.
- c. A board member shall not use or authorize the use of his or her public office or any confidential information received through the holding of a public office to obtain financial gain, other than compensation provided by law, for himself or herself, a member of his or her immediate family, or a business with which he or she is associated.
- d. A board member shall not use personnel, resources, property, or funds under his or her official care and control other than in accordance with prescribed constitutional, statutory, and regulatory procedures or use such items, other than compensation provided by law, for personal financial gain.

## 6. Conflict of Interest Relating to Campaigning or Political Issues

- a. Except as provided below, the board shall not authorize the use of personnel, property, resources, or funds under its jurisdiction for the purpose of campaigning for or against the nomination or election of a candidate or the qualification, passage, or defeat of a ballot question.
- b. This does not prohibit the board from making school district facilities available to a person for campaign purposes if the identity of the candidate or the support for or opposition to the

ballot question is not a factor in making the facilities available or a factor in determining the cost or conditions for use.

- c. This does not prohibit the board from discussing and voting upon a resolution supporting or opposing a ballot question.
- d. This does not prohibit the board, while legally seated as a body, from responding to specific inquiries by the press or the public as to the board's opinion regarding a ballot question or from providing information in response to a request for information.
  - (1) The board may designate one or more members of its body, or one or more of its school administrators, to speak on behalf of the board on specific occasions such as public meetings or legislative hearings.
  - (2) Any member of the board may present his or her personal opinion regarding a ballot question or respond to a request for information related to a ballot question; but in so doing, the person should clearly state that the information being presented is his or her personal opinion and is not to be considered as the official position or opinion of the board. However, this shall not be done during a time that the individual is engaged in his or her official duties.

## 7. Conflict of Interest Statement

- a. Any board member who would be required to take any action or make any decision in the discharge of his or her official duties that may cause financial benefit or detriment to him or her, a member of his or her immediate family, or a business with which he or she is associated, which is distinguishable from the effects of such action on the public generally or a broad segment of the public, shall take the following actions as soon as he or she is aware of such potential conflict or should reasonably be aware of such potential conflict, whichever is sooner:
  - (1) Prepare a written statement describing the matter requiring action or decision and the nature of the potential conflict (Use NADC Form C-2);

- (2) Deliver a copy of the statement to the school board secretary who shall enter the statement onto the school district's public records; and
  - (3) Abstain from participating or voting on the matter in which he or she has a conflict of interest.
- b. If the board member would like a formal opinion from the NADC as to whether there is an actual conflict of interest, he/she shall deliver a copy of the statement to the NADC.

#### 8. Recordkeeping

- a. The board secretary shall maintain a separate record of the following information for every contract entered into by the school board in which a board member has an interest and for which disclosure was made pursuant to section 2d of this policy:
- (1) The names of the contracting parties.
  - (2) The nature of the interest of the board member in question.
  - (3) The date that the contract was approved.
  - (4) The amount of the contract.
  - (5) The basic terms of the contract.
- b. The information supplied relative to the contract shall be provided no later than ten (10) days after the contract has been signed by both parties. The ledger kept by the board secretary shall be available for public inspection during normal working hours of the office in which it is kept.

9. Conflict. To the extent that there is a conflict between this policy and the Nebraska Political Accountability and Disclosure Act ("Act"), the Act shall control.

Adopted on: \_\_\_\_\_

Revised on: \_\_\_\_\_

Reviewed on: \_\_\_\_\_

**2015**  
**STUDENT MEMBER OF SCHOOL BOARD**

In order to provide the School Board gain a greater insight into student activities, programs, and needs; and to encourage student involvement in school district governance activities the board may allow one nonvoting student member(s) on the Board of Education. The role of student member is advisory. The board shall decide whether to have a student member at its regular May board meeting or at such other meeting determined by the board.

**Selection and Term of Student Member**

The student member shall be the student body or student council president, the senior class representative, or a representative elected from and by the entire student body, as designated by the voting members of the School Board.

The term of office will be one school year, beginning on September 1 and ending on June 1.

Student members will not participate in executive or closed sessions.

**Guidelines**

Student members may not introduce motions.

Student members are expected to attend all public meetings of the Board and can be appointed to committees of the Board at the discretion of the president.

The president of the board, in consultation with the Superintendent of Schools, has the right to bar the participation of a student member at the board's discretion. The decision of the board president is final and is not subject to review.

Adopted on: \_\_\_\_\_

Revised on: \_\_\_\_\_

Reviewed on: \_\_\_\_\_

**3014**  
**Use of School Property**

1. Use of Specific Facilities by Application and Agreement
  - a. The district permits non-commercial use of the following facilities by individual patrons for their personal health and wellness: weight room, track, and [REDACTED]. The district understands that it would not be feasible to require a patron to apply to use facilities like the weight room on every occurrence. The facility uses defined in this paragraph are an exception to the general facility use requirements contained in this policy for ease of administration and efficiency. All other facility uses must comply with the other provisions of this policy.
  - b. These particular facilities may be used upon only one application and upon signing the district's written waiver and agreement.
  - c. Use of these facilities is governed by this and other district policy and the agreement signed by the user. A copy of each agreement will be maintained in the district's central office.
  
2. General Facilities Use Guidelines
  - a. School facilities may be used by various education and community organizations and individuals when it is in the interest of the general public.
  - b. School facilities may not be used for personal profit and other commercial purposes. The district opens its facilities to district patrons for the benefit of the public, not commercial uses. Due to the complications created by groups or individuals using district facilities for commercial purposes, these uses are prohibited. Booster clubs and other organizations raising money purely for the support of student groups, as defined below, and not for personal profit are not considered commercial uses but must comply with the district's policies which apply to these groups.
  - c. Any person or group using school facilities must assure that it will be responsible for maintaining order, protecting property, and providing security and safety.
  - d. Only those organizations and persons who are known to school

officials, who have financial resources sufficient to cover all rentals and possible damages, and who are willing to discharge such obligations shall be permitted to use the school facilities and equipment.

- e. The rental fees for school facilities shall be set by the board.
- f. Non-curricular student groups or non-student groups (as those terms are defined below) that wish to use the facility must submit a facility use application which may be obtained from the district's central office. The application must be received by the superintendent prior to the approval of any facility use.
- g. The shop and weight room may not be used by students when school is not in session, unless supervised by a district staff member or a responsible adult upon approval of the superintendent. Use of the shop and weight room in violation of this provision may lead to the students being denied access to these facilities or other consequences permitted by board policy and Nebraska law.
- h. Any person or group using the school facilities, for any purpose, must comply with all of the district's policies, rules, and regulations.

### 3. Definitions

- a. "Curriculum-related student groups" shall mean students participating in school-sponsored activities, supervised by district staff, related to the curriculum, and recognized by the board.
- b. "Extracurricular student groups" shall mean students participating in an extracurricular activity, sponsored by the district, supervised by district staff, and recognized by the board, such as athletic teams and academic teams which are not otherwise categorized as "curriculum-related student groups."
- c. "Non-curriculum related student groups" shall mean all other groups comprised primarily of students who attend the district participating in activities such as Boy Scouts, Girl Scouts, 4-H, political groups, religious groups, and other similar youth groups.
- d. "Non-student group" shall mean all other groups or individuals who apply to use district facilities.

- e. "Superintendent" shall mean the superintendent of schools or his/her designee.

#### 4. Use of School Property by Student Groups

##### a. Curriculum-related and Extracurricular student groups

- i.) Curriculum-related and Extracurricular student groups may use school facilities at no cost to the group, if they restore the facilities to their prior state after using them.
- ii.) The district shall bear any costs associated with use by these groups (*e.g.*, the fee paid to a cook or a custodian required to be in attendance).
- iii.) Curriculum-related and Extracurricular student groups have priority over non-curriculum related student groups and non-student groups.

##### b. Non-curriculum related student groups

- i. Non-curriculum related student groups may use the school building during non-instructional time. Such use shall be without charge.
  - (1) Such uses shall occur while the building is normally open and there is a minimum of interference with custodians or other student and staff facility use.
  - (2) These groups may use the school buildings in the evening for meetings if the group is sponsored by an adult and the adult (1) files the application to use the facilities on behalf of the group and (2) assumes responsibility for cleanup and placing the area back in the condition it was in prior to use.
- ii. Non-curriculum related student groups must apply for use of the facilities and secure the superintendent's permission before using school facilities.
- iii. Non-curriculum related student groups may meet only on school premises at times and places determined by the superintendent.

- iv. Non-curriculum related student groups must meet each of the following conditions to secure the superintendent's permission to use school facilities:
  - (1) The facility use will occur during non-instructional time.
  - (2) The district has facilities available to accommodate the group.
  - (3) The use is voluntary and for the general benefit of the student participants.
  - (4) The use will not substantially interfere with the orderly conduct of educational activities and other programs within the school.

5. Use of facilities by non-student groups

- a. The superintendent may authorize the use of any school facilities for non-school activities by non-student groups.
- b. In addition to the guidelines listed elsewhere in this policy and other board policies or administrative protocol, the superintendent will consider the following when making determinations regarding use of district facilities by non-student groups:
  - i. The local education association may hold meetings when classes are not in session and staff members are not on duty.
  - ii. Non-student groups which provide education-related programming and services for students and staff may be given priority of use over other outside groups. The superintendent has sole discretion in determining whether proposed uses relate sufficiently to the district's educational standards and programs.
  - iii. Non-student groups which provide programming and services for community members and others living within the district may be given priority of use over other outside groups.

- c. Denial of access
  - i. The superintendent may limit or deny access to school buildings, grounds, and activities to any person whom the superintendent deems to be using the facilities inappropriately and contrary to the district's mission.
  - ii. Upon determining that a person or group has engaged in, or is engaging in conduct that constitutes grounds for exclusion under this policy, the superintendent shall take such action as he or she determines appropriate, including directing the person to cease engaging in the conduct or to leave the school premises or activity immediately. The superintendent may request assistance from law enforcement authorities to remove an offending person from the school grounds. A person who enters school premises in violation of these conditions shall be deemed to be trespassing.
  - iii. The superintendent shall have the authority to fix the time when, and the conditions under which, the offending person may return to school premises.
- 6. Students, staff, and community members may use or lease school equipment for non-school use only if they have received the prior permission of the superintendent.
- 7. Proof of Insurance
  - a. When any non-curriculum related or non-student group utilizes school district facilities, the group submitting the facility use application may be asked to provide proof of insurance up to the current tort claims limits applicable to political subdivision in the State of Nebraska. Currently, those limits are \$1,000,000 per person for any number of claims arising out of a single occurrence and \$5,000,000 for all claims arising out of a single occurrence.
  - b. The district may require the non-curriculum related or non-student group to include the district as an additional insured on any such policies and may refuse access to its facilities until proof of satisfaction of this requirement is submitted to the superintendent.

8. No Fees for Admission

- a. Non-curriculum related and non-student groups may not charge a fee to participate in or be a spectator at any recreational activity, event, or other such gathering occurring on district grounds unless approved in advance by the superintendent.
- b. If the district retains control over the area of the premises in which the non-curricular and non-student group desires to use, meaning the district provides supervision, staffing, custodial services, or otherwise maintains its control during the group's use of the facilities, the group may not charge a fee for admission under any circumstances.
- c. Non-curricular and non-student groups may charge for parking or vehicle entry onto the premises unless otherwise prohibited by the superintendent.

Adopted on: \_\_\_\_\_

Revised on: \_\_\_\_\_

Reviewed on: \_\_\_\_\_

**3018**  
**Denying Access to School Premises or Activities**

The school district shall provide access to the district's buildings, grounds and activities to students, parents or guardians of students, and other persons who have legitimate reasons for being on school grounds. The superintendent of schools or his or her designee (referred to herein as the "administrator") may limit or deny access to school buildings, grounds, and activities to any person who:

1. Disrupts the educational environment;
2. Is unreasonably boisterous;
3. Engages in violence, force, coercion, threats, intimidation, or similar conduct;
4. Causes or attempts to cause damage to school property or to the property of any student or school employee;
5. Causes or attempts to cause personal injury to any student, school employee or other person on school grounds or at a school activity on or off school grounds;
6. Uses vulgar, profane, or demeaning language; or
7. Uses fighting words;
8. Poses a danger to the safety and well being of students.

Upon determining that a person has engaged in, or is engaging in conduct that constitutes grounds for exclusion under this policy, the administrator shall take such action as he or she determines appropriate, including directing the person to cease engaging in the conduct or to leave the school premises or activity immediately. The administrator may request assistance from law enforcement authorities to remove an offending person from the school grounds.

The administrator shall have the authority to fix the time when, and the conditions under which, the offending person may return to school premises. A person who enters school premises in violation of these conditions shall be deemed to be trespassing. The administrator may summon law enforcement authorities to remove the person and request that criminal proceedings be initiated.

Adopted on: \_\_\_\_\_  
Revised on: \_\_\_\_\_  
Reviewed on: \_\_\_\_\_

## **4012 Staff Internet and Computer Use**

Internet access is an important tool for communicating, keeping up-to-date with current developments in education, and for conducting research to enhance management, teaching and learning skills. The following procedures and guidelines are intended to ensure appropriate use of the Internet at the school by the district's faculty and staff. Staff should also refer to the district's policy on Staff and District Social Media Use.

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

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

1. Staff shall be restricted to use the Internet to conduct research for instructional purposes.
2. Staff may use the Internet for school-related e-mail communication with fellow educators, students, parents and patrons.
3. Staff may use the Internet in any other way which serves a legitimate educational purpose and that is consistent with district policy and good professional judgment.
4. Teachers should integrate the use of electronic resources into the classroom. As the quality and integrity of content on the Internet is not guaranteed, teachers must examine the source of the information and provide guidance to students on evaluating the quality of information they may encounter on the Internet.

#### **B. Unacceptable Use**

1. Staff shall not access obscene or pornographic material.
2. Staff shall not engage in any illegal activities on school computers, including the downloading and reproduction of copyrighted materials.

3. Staff shall not use chat rooms, message boards, or instant messaging.
4. Staff shall not use school computers or district internet access to participate in on-line auctions, on-line gaming, mp3/mp4 sharing systems or other digital content sharing systems such as BitTorrent.
5. The only political advocacy allowed by staff on school computers or district internet access shall be lobbying via e-mail on educational-related issues. Before engaging in this sort of activity on school computers or district internet access, staff must obtain the consent of the superintendent or designee.
6. Staff shall not share their passwords with anyone, including students, volunteers or fellow employees.

## **II. School Affiliated Websites**

Staff must obtain the permission of the administration prior to creating or publishing any school-affiliated web page which represents itself to be school-related, or which could be reasonably understood to be school-related. This includes any website which identifies the school district by name or which uses the school's mascot name or image.

Staff must provide administrators with the username and password for all school-affiliated web pages and must only publish content appropriate for the school setting. Staff must also comply with all board policies in their school-affiliated websites and must comply with the board's policy on professional boundaries between staff and students at all times and in all contexts.

Publication of student work or personally-identifiable student information on the Internet may violate the Federal Education Records Privacy Act. Staff must obtain the consent of their building principal or the superintendent prior to posting any student-related information on the Internet.

## **III. Enforcement**

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

The district owns the computer system and monitors e-mail and Internet communications, Internet usage, and patterns of Internet usage. Staff members have no right of privacy in any electronic communications or files, which are stored or accessed on or using school property and these are subject to search and inspection at any time.

1. The district uses a technology protection measure that blocks access to some sites that are not in accordance with the district's policy. Standard use of the Internet utilizes a proxy server-based filter that screens for non-curriculum related pages.
2. Due to the nature of technology, the filter may sometimes block pages that are appropriate for staff research. The system administrator may override the technology protection measures that blocks or filters Internet access for staff access to a site with legitimate educational value that is wrongly blocked.
3. The district will monitor staff use of the Internet by monitoring Internet use history to ensure enforcement of this policy.

**B. Any violation of school policy and rules may result in that staff member facing:**

1. Discharge from employment or such other discipline as the administration and/or the board deem appropriate;
2. The filing of a complaint with the Commissioner of Education alleging unprofessional conduct by a certified staff member;
3. When appropriate, the involvement of law enforcement agencies in investigating and prosecuting wrongdoing.

Adopted on: \_\_\_\_\_

Revised on: \_\_\_\_\_

Reviewed on: \_\_\_\_\_



## **4015**

### **Prohibition Against Employment of Board Members as Teachers**

Nebraska statutes recognize the inherent conflict of interest that is created when a member of the board of education serves as a certificated employee of the district. Consequently, section 79-544 of the statutes prohibits a board member from being employed as a teacher in a school district where he or she also serves on the board.

The board will allow a member of the board of education to be employed by the school district in a non-teaching capacity, including substitute teaching. Board members who are also employed by the district are strictly prohibited from discussing any issue with students, staff or parents in their capacity as an employee that may come before the board. Board members who are employed by the school district must fully comply with Policy 2005: Conflict of Interest.

This policy does not prohibit the board from contracting with members of the board for services or products when the relationship is not one of employer/employee and such contracts are in compliance with the requirements of statute and board policy regarding conflicts of interest.

Adopted on: \_\_\_\_\_

Revised on: \_\_\_\_\_

Reviewed on: \_\_\_\_\_

**4051**  
**Staff and District Social Media Use**

Social media is an important tool for communicating, keeping up-to-date with current developments in education, and for conducting research to enhance management, teaching, and learning skills. The district also uses social media accounts to provide information to district stakeholders. This policy is intended to ensure (1) appropriate use of social media by staff and (2) appropriate control of social media accounts belonging to or affiliated with the district. Staff should also refer to the district's policy on Staff Computer and Internet Usage.

**I. Personal Versus School-Affiliated Social Media Use**

**A. Personal Social Media Use**

1. The school district will not require staff members or applicants for employment to provide the district with their username and password to personal social media accounts.
2. The district will not require staff to add anyone to the list of contacts associated with the staff member's personal social media accounts or require a staff member to change the settings on his or her personal social media accounts so that others can or cannot view their accounts.
3. Staff members whose personal social media use interferes with the orderly operation of the school or who use social media in ways that are not protected by the First Amendment may be subject to discipline by the district.
4. Staff members who wish to begin using or to continue using the school district name, programs, mascot, image or likeness as part of any social media profile must notify their supervising administrator of the use, and must secure the administrator's permission to do so.

**B. School-Affiliated Social Media Use**

1. Any social media account which purports to be “the official” account of the school district (e.g., “Bulldog Wrestling”), or any of its programs, classes or entities will be considered to be an account that is used exclusively for the school district’s business purpose. Staff members may not use “official” accounts for personal use.
2. Staff may be required to provide their supervising administrator with the username and password to school-affiliated social media accounts.
3. Staff may be required to interact with specified individuals on school-affiliated social media accounts.
4. When staff use school-affiliated social media accounts to comment on school-related matters, they do not do so as private citizens and are therefore not entitled to First Amendment protections.

## **II. Staff Expectations in Use of Social Media – Applicable to Both Personal and School-Affiliated Use**

### **A. General Use and Conditions**

Staff must comply with all board policies, contract provisions, and applicable rules of professional conduct in their social media usage. They must comply with the board’s policy on professional boundaries between staff and students at all times and in both physical and digital environments.

Staff must obtain the consent of their building principal or the superintendent prior to posting any student-related information in order to make sure that the publication does not violate the Federal Education Records Privacy Act or any other laws. Staff must also comply with all applicable state and federal record retention requirements, even with regard to personal social media usage.

Staff must comply with all applicable laws prohibiting the use or disclosure of impermissible content, such as copyright laws, accountability and disclosure laws, and any other law governing the use of resources of a political subdivision. Questions about

appropriate content should be referred to the staff member's supervising administrator.

**B. Acceptable Use**

1. Staff may use social media for instructional purposes.
2. Staff may use social media for school-related communication with fellow educators, students, parents, and patrons.
3. Teachers should integrate the use of electronic resources, which may include social media, into the classroom. As the quality and integrity of content on social media is not guaranteed, teachers must examine the source of the information and provide guidance to students on evaluating the quality of information they may encounter.

**C. Unacceptable Use**

1. Staff shall not access obscene or pornographic material while at school, on school-owned device or on school-affiliated social media accounts.
2. Staff shall not engage in any illegal activities, including the downloading and reproduction of copyrighted materials.
3. Staff shall not access social media networking sites such as Facebook, Twitter, and Instagram on school-owned devices or during school time unless such access is for an educational activity which has been preapproved by the staff member's immediate supervisor. This prohibition extends to using chat rooms, message boards, or instant messaging in social media applications and includes posting on social networking sites using personal electronic devices.

**III. School-Affiliated Digital Content**

## **A. General Use and Conditions for School-Affiliated Accounts**

Staff must obtain the permission of their supervising administration prior to creating, publishing, or using any school-affiliated web pages, microblogs, social media pages or handles, or any other digital content which represents itself to be school-related, or which could be reasonably understood to be school-related. This includes any content which identifies the school district by name in the account name or which uses the school's mascot name or image.

Staff must provide administrators with the username and password for all school-affiliated accounts and must only publish content appropriate for the school setting. Staff may not provide the username and password to school-affiliated accounts to any unauthorized individual, including students and volunteers.

## **B. Moderation of Third Party Content**

The purpose of school-related social media accounts is to disseminate information. No school-related or school-affiliated social media account covered by this policy shall permit comments by the public unless otherwise approved by the superintendent. All comment functions for applications such as Facebook and Instagram must be turned to "off" without this approval.

In the event the superintendent permits content created by anyone other than the administrator of the account to appear on the account's pages, such as comments made by students, parents, and patrons, the account administrator must monitor the content to ensure it complies with this policy. Posts, comments, or any other content made on the account's pages may be removed when the content meets any of the following conditions:

1. Is obscene, lewd, or appeals to prurient interests;
2. Contains information relating to a student matter or personnel matter which is protected under or prohibited by state or federal law;

3. Contains threatening, harassing, or discriminatory words or phrases;
4. Incites or is reasonably anticipated to incite violence, illegal activity, or a material and substantial disruption to school operations or activities; or
5. Contains any other threat to the safety of students and staff.

Every account administrator must keep a copy of any removed content and must provide a copy to the superintendent along with written notification for the reason the post has been removed. All questions about the appropriateness of removal must be directed to the superintendent.

Adopted on: \_\_\_\_\_

Revised on: \_\_\_\_\_

Reviewed on: \_\_\_\_\_

## **4060 School Vehicle Use**

### **Pupil Transportation Vehicles**

The transportation of students in a pupil transportation vehicle is governed by the rules of the Nebraska Department of Education and the district's safe pupil transportation plan or safety and security plan. See Title 92, Nebraska Administrative Code, Chapter 91 – Regulations Governing Driver Qualifications and Operational Procedures for Pupil Transportation Vehicles ("Rule 91") Title 92, Nebraska Administrative Code, Chapter 92 – Regulations Governing the Minimum Equipment Standards and Safety Inspection Criteria for Pupil Transportation Vehicles ("Rule 92"), available on NDE's website ([www.education.ne.gov](http://www.education.ne.gov)). A pupil transportation vehicle is any vehicle utilized to carry school children as sponsored and approved by the school board and that conforms to the Nebraska Department of Education definitions of pupil transportation vehicles listed as School Bus, Activity Bus, Small Vehicle, or Coach Bus.

### **School Vehicles Other Than Those Transporting Students**

School district employees, board members, and other elected or appointed school district officials (collectively "school personnel") who are not transporting children are authorized to use a school district vehicle to travel to a designated location or to their home when the primary purpose of the travel serves a school district purpose. School district vehicles may not be used for personal purposes unless the vehicle, or the use of it, is provided to an employee as a condition of an employment contract or it is leased to school personnel as allowed by law. School personnel must operate school vehicles in accordance with all applicable federal, state, and local laws.

**Driver Qualifications.** School personnel who wish to use a vehicle owned or leased by the school district and who are not transporting students must:

- Possess and provide a copy of a valid Motor Vehicle operator's license.
- Be able to read and comprehend driving regulations and written test questions.
- Obtain and provide a copy of his or her current driving record from the department of motor vehicles at least one time per school year to the **superintendent or his or her designee**.
- Be at least 19 years of age.

School personnel must notify the **superintendent or his or her designee** about any change in their driving status or eligibility.

School personnel who have been convicted of any of the following or who meet any of the following conditions will not be allowed to drive a school district vehicle:

- If the citation or conviction occurred at any time—Motor vehicle homicide or driving under the influence – 3<sup>rd</sup> or subsequent offense;
- If the citation or conviction occurred within the last [redacted] years - Driving under the influence of drugs or alcohol, failure to render aid in accident you are involved in, speeding 15 miles per hour or more above the posted speed limit , reckless driving (willful or otherwise), careless driving, leaving the scene of an accident, failure to yield to a pedestrian with bodily injury to the pedestrian, or negligent driving; or
- Have accumulated [redacted] points or more under an operator’s license point system within the last [redacted] years.

The [redacted] has the discretion to prohibit school personnel from driving a school vehicle for a citation or arrest for the above offenses or any other offense or reason. The [redacted] will make the final determination about the use of school district vehicles.

**Electronic Communication While Driving.** Unless the superintendent or a principal grants an exception to allow verbal communication on an as needed basis for specific district-related work based upon an employee’s duties and responsibilities, school personnel shall not use any electronic communication device to read a written communication, manually type a written communication, send a written communication, verbally communicate with others, or otherwise communicate with others while operating a school vehicle. This prohibition includes but is not limited to answering or making telephone calls, engaging in telephone conversations, and reading or responding to e-mails, instant messages, text messages or other visual media.

**Tobacco, Alcohol, and Controlled Substances.** The use of any tobacco product, including the use of vapor products, alternative nicotine products, or any other such look-alike product, is not permitted in a school vehicle at any time. The use or possession of any alcohol or controlled substance (unless legally prescribed to school personnel by a physician) is not permitted in a school vehicle at any time.

**Traffic Accidents, Infractions, Violations, or Citations.** School personnel who receive a citation or warning citation from a law enforcement officer or are involved in an accident while operating a school vehicle must report the citation to the [redacted] as soon as

practicable, but no later than 24 hours of receipt. The superintendent must report his or her accidents, infractions, violations, or citations to the board president.

Adopted on: \_\_\_\_\_

Revised on: \_\_\_\_\_

Reviewed on: \_\_\_\_\_

## **5004 Option Enrollment**

The board of education supports the concept embodied in the Enrollment Option Program that parents and legal guardians have the primary responsibility for insuring that their children receive the best education possible. Accordingly, the school district will participate in the option enrollment program and receive option students as provided herein.

### **1. Definitions**

- a. Option Student Defined.** Option student shall mean a nonresident student who has chosen to attend the school district under the provisions of the option enrollment program.
- b. Resident School District Defined.** Resident school district shall mean the school district in which a student resides or in which the student is admitted as a resident of the school district pursuant to state law.
- c. Option School District Defined.** Option school district shall mean the school district that a student chooses to attend other than his or her resident school district.

**2. Persons Entitled to Apply for Option Enrollment of Students.** Only parents and legal guardians may apply for option enrollment of students. Applications filed by foster parents and adults acting *in loco parentis* are not authorized and will be automatically denied.

**3. Duties, Entitlements and Rights of Option Students.** Except as otherwise provided herein, once an option student's option enrollment application has been accepted he/she shall be treated as a resident student of the school district.

### **4. Standards for Acceptance or Rejection of Option Students.**

- a. Numeric Capacity.** The board of education may set the numeric capacity of programs, classes, grade levels, or school buildings by operation of this policy or through freestanding action by the board. Numeric Capacity will be determined based upon available staff, facilities, projected enrollment of resident students, projected number of students with which the option school district will contract based on existing contractual arrangements, and availability of appropriate special education

programs. Individuals seeking information about the numeric capacity set by the board may contact the superintendent for a copy of that resolution.

- b. Programmatic Capacity.** In addition to the numeric capacity standards referred to above, the board may, by resolution, declare a program, a class, or a school unavailable to option students due to lack of capacity. Individuals seeking information about the programs that have been declared to be unavailable due to lack of capacity may contact the superintendent for a copy of the board's resolution.

- c. Other Standards for Acceptance or Rejection of Option Enrollment Applications.** In addition to the numeric and programmatic capacity standards outlined above, the school district shall not accept an option student when acceptance of the student:

- i. Would increase the operating costs of the school district, such as by requiring the hiring of new staff or contracting with outside entities to provide services to the student;
- ii. Would require the procurement of new equipment, technology, or furnishings;
- iii. Would cause or require the rearrangement of caseloads for staff and contracted professionals;
- iv. Is reasonably deemed by appropriate school staff to pose a potential risk to the health or safety of students or staff;
- v. May pose a risk of adversely affecting the quality of educational services being provided to resident students, as determined by appropriate school staff.

- d.** The school district shall accept an option student with a disability only to the extent that the school district's then current staff and facilities are sufficient to accommodate the student's needs without significantly increasing the operating costs of the school district, such as by requiring the hiring of new staff.

- e.** The school district shall not base the decision to accept or reject an option student on the student's previous academic achievement, athletic or other extracurricular ability, disabling condition(s), proficiency in the English language, or previous disciplinary proceedings.



application to option into the school district and the resident school district, in writing, whether the application is accepted or rejected. If an application is rejected, the reason for such rejection shall be stated in the notification. This written notice shall be sent via certified mail to the address listed on the option application.

## **9. Late Applications and Requests for Release**

**a.** The board of education may refuse a request of a student seeking to option out of the school district when the option application is submitted after March 15<sup>th</sup> under the following conditions:

- i. When the district has already entered into contracts with teaching staff for the following school year;
- ii. When the district has already contracted for the performance of specific services for the student;
- iii. When the release of the student would have a negative financial impact or loss of revenue for the district.

**b.** The board of education will approve late applications to option into the district under the following conditions:

- i. When the resident district has released the student;
- ii. When the student's late enrollment into the district meets the standards for acceptance or rejection of option students contained elsewhere in this policy;

**OR**

**b.** The board of education will deny all applications to option into the district that are received by the district after March 15 of the school year prior to the student's requested enrollment.

**c.** The superintendent will notify parents or guardians who have submitted properly completed option applications after March 15<sup>th</sup> no later than 60 days following submission of the application of the board's acceptance or rejection of the application.

**10. Students Who Do Not Need a Release from the Resident District**

- a. A student does not need to be released from his/her resident district under the following circumstances:
  - i. When the student has relocated to a different resident school district after February 1
  - ii. When a student's option school district merges with another district effective after February 1
- b. The school district shall accept or reject an application from a student under this paragraph using the criteria set forth in this policy and will accept or reject the application within forty-five days.

**11. Cancellation of Option.**

Students who option either into or out of the school district shall:

- a. Attend the option school district until graduation or relocation/re-option in a different resident school district unless the student chooses to return to the resident school district, in which case the student's parent or legal guardian shall timely submit a cancellation form to the school board or board of education of the option school district and the resident school district for approval for the following year.
- b. Attend an option school district for not less than one school year unless the student relocates to a different resident school district, completes requirements for graduation prior to the end the school year, transfers to a parochial or private school, or upon mutual agreement of the resident and option school districts cancels the enrollment option and returns to the resident school district.

**12. Authority of Superintendent.**

The board of education authorizes the superintendent of schools to make decisions on its behalf pursuant to and to apply the criteria articulated by this policy in determining whether to grant or deny option enrollment applications.

Adopted on: \_\_\_\_\_

Revised on: \_\_\_\_\_

Reviewed on: \_\_\_\_\_

## **5016 Student Records**

The school district shall manage student records and reports as is necessary for effective administration and in compliance with law. In general "student records" shall not include transitory communications such as e-mail, text messages, handwritten communication between school and home, and the like, and these items will not generally be maintained by the district.

**[OPTION 1]** For purposes of the district's compliance with state and federal law, the district "maintains" only those student records which are reduced to paper or physical format and placed within a student's file in the district's central offices or in the file pertaining to the student's special education or Section 504 services. Records which can be printed in paper form must be printed in order to be "maintained." Other records such as video recordings, which constitute student records, must be reduced to a physical medium in order to be "maintained." For example, a video must be put on a compact disk or other compatible hardware and placed within the student's file to be "maintained."

**[OPTION 2]** For purposes of the district's compliance with state and federal law, the district "maintains" student records which are printed and kept in the student's physical file or which school district staff have intentionally saved within the official school district digital student information system that specifically identifies the student for whom those records are maintained. The school district may also use learning management systems, which deliver and manage instructional content. The school district maintains student records within its student information system but not in its learning management system. The official school district student information system is \_\_\_\_\_ **[INSERT YOUR SYSTEM, E.G. POWERSCHOOL, INFINITE CAMPUS, ETC.]**

**[OPTION 3]** For purposes of the district's compliance with state and federal law, the district "maintains" as "student records" all records, files, and documents which are located in any format and within any storage unit of the district, whether in hard copy, digital, or otherwise.

Each building principal will assign responsibilities for the preparation and maintenance of records and will ensure compliance with the applicable federal and state laws, regulations, and record retention schedules regarding their storage and use in the building. No "student record" or record required to be retained by the Nebraska Secretary of State's Record Retention Schedules applicable to the district will be destroyed unless it is first saved in

a retrievable, digital format. This includes only records required to be kept by the applicable Retention Schedules and "student records" as defined by state and federal law, and this policy does not prohibit the district from following its record expungement procedures for all other records.

Students or their parents, guardians, teachers, counselors, or school administrators shall have access to the school's files or records maintained concerning themselves or their students. For purposes of this policy, "teachers" include paraeducators and volunteers who are providing educational services to a student on behalf of the School District. "School administrators" include attorneys, members of law enforcement acting on behalf of the school district as well as third-party website operators who have contracted with the school district or its agent to offer online programs for the benefit of students and the district. No other person shall have access thereto nor shall the contents thereof be divulged in any manner to any unauthorized person. All disciplinary material shall be removed and destroyed upon the pupil's graduation or after the pupil's continuous absence from the school for a period of three years, and after authorization is given by the State Records Board pursuant to state law. Upon request, the school district will disclose education records without consent to officials of another school district in which a student seeks or intends to enroll.

Outside agencies such as physicians, probation officers, psychologists, child guidance clinics, and other agencies concerned with child welfare who are working directly with a child may have access to information pertaining to that child with written parental consent or upon issuance of a valid court order.

The school district shall share student data, records, and information with school districts, educational service units, learning communities, and the State Department of Education to the fullest extent practicable unless otherwise prohibited by law.

Each year, the school district will notify parents and guardians of their rights under this policy and the Family Educational Rights and Privacy Act.

Adopted on: \_\_\_\_\_  
Revised on: \_\_\_\_\_  
Reviewed on: \_\_\_\_\_

**5028**  
**Initiations and Hazing**

Initiations and hazing by members of classes, clubs, athletic teams, or any other organization affiliated with the district are prohibited except as otherwise permitted by this policy. Any student engaging in hazing or non-approved initiations is subject to discipline as permitted by policy and law.

Initiations are defined as any ritualistic expectations, requirements, or activities placed upon new members of a school organization for the purpose of admission into the organization, even if those activities do not rise to the level of "hazing" as defined below. Initiations are prohibited except by permission of the superintendent.

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, an act of sexual penetration, an exposure of the genitals of the body done with the intent to affront or alarm any person, a lewd fondling or caressing of the body of another person, forced and prolonged calisthenics, prolonged exposure to the elements, forced consumption of any food, liquor, beverage, drug, or harmful substance not generally intended for human consumption, prolonged sleep deprivation, or any brutal treatment or the performance of any unlawful act that endangers the physical or mental health or safety of any person.

Adopted on: \_\_\_\_\_

Revised on: \_\_\_\_\_

Reviewed on: \_\_\_\_\_

**5033**  
**Student Driving and Parking**

Students who drive to school are required to park their vehicles and leave them unoccupied until it is time to drive home. The speed limit on school property is \_\_ miles per hour. Students may not drive or have access to their vehicles during the school day without the express permission of their building principal or the superintendent of schools.

Students are to park appropriately and in the assigned areas on school property. Student parking shall not be permitted in bus loading zones. When the buses are loading or unloading, all vehicles must stop and wait for the loading or unloading process to be completed.

By driving a vehicle to school and parking on school grounds, students consent to having that vehicle searched by school officials if school officials have reasonable suspicion that such a search will reveal a violation of school rules.

Adopted on: \_\_\_\_\_

Revised on: \_\_\_\_\_

Reviewed on: \_\_\_\_\_

## 5053

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

Upon receiving the written request of a student's parent or guardian and the written medical authorization described in the applicable provisions below, , the school district will work with the parent or guardian in consultation with appropriate medical professionals to develop a medical management plan for a student with diabetes, asthma, or anaphylaxis (referred to herein as "medical condition").

A student with diabetes must obtain written authorization to self-manage from the student's physician. The plan for a student with diabetes will (a) identify the health care services the student may receive at school, (b) evaluate the student's understanding of and ability to self-manage his or her medical condition, (c) permit regular monitoring of the student's self-management by an appropriately credentialed health care professional, and (d) be signed by the student's parent or guardian and the physician responsible for the student's medical condition.

A student with asthma or anaphylaxis must obtain written authorization to self-manage from the student's physician or from the health care professional who prescribed the medication for treatment of the student's condition. The plan for a student with asthma or anaphylaxis will (a) identify the health care services the student may receive at school, (b) evaluate the student's understanding of and ability to self-manage his or her medical condition, (c) permit regular monitoring of the student's self-management by an appropriately credentialed health care professional, (d) include the name, purpose, and dosage of the prescription asthma or anaphylaxis medication prescribed for such student, (e) include procedures for storage and access to backup supplies of such prescription asthma or anaphylaxis medication, and (f) be signed by the student's parent or guardian and the physician or other health care professional responsible for the student's medical condition.

The plan will permit the students to self-manage his or her medical condition in any part of the school or on school grounds during any school-related activity, or in a private location. The parent or guardian of a student for whom such a medical management plan has been developed shall sign a statement acknowledging that (a) the school and its employees and agents are not liable for any injury or death arising from a student's self-management of his or her medical condition and (b) the parent or guardian will indemnify and hold harmless the school district and its employees and agents against any claim arising from a student's self-management of his or her medical condition. The student's parent or guardian will be personally

responsible for any and all costs associated with any injury to school personnel or another student resulting from the a student's misuse of necessary medical supplies.

The district may prohibit a student who is self-managing his or her diabetic condition from possessing medical supplies for self-management and may establish other necessary and appropriate restrictions or conditions when the district determines that the student has endangered himself, herself, or others through misuse or threatened misuse of such medical supplies. The district will promptly notify the parent or guardian of any such prohibition, restriction, or condition.

The district may impose disciplinary consequences on a student with asthma or anaphylaxis who uses his or her prescription asthma or anaphylaxis medication other than prescribed. These disciplinary consequences shall not include limitations on the student's access to necessary medication. The district will promptly notify the parent or guardian of any disciplinary action imposed.

Adopted on: \_\_\_\_\_

Revised on: \_\_\_\_\_

Reviewed on: \_\_\_\_\_

**5057**  
**Parental Involvement In the Title I Program**

The school district will jointly develop with parents a School-Parent-Student Compact that outlines shared responsibility for improved student academic achievement.

The school district recognizes the unique needs of students who are being served in its Title I program, and the importance of parental involvement in the Title I program. Parental Involvement in the Title I Program shall include, but is not limited to:

1. An annual meeting to which all parents of participating children will be invited. Invitations may take the form of notes sent with students or announcements in the school newsletter. Additional meetings may be scheduled, based upon need and interest for such meetings.
2. An explanation of the details for the child's and parents' participation, including but not limited to: curriculum objectives, type and extent of participation, parental input in educational decisions, coordination and integration with other district programs, and evaluations of progress. This information may be included in the annual Title I Individual Education Plan (IEP) for the student.
3. Opportunities for parent involvement activities, such as training on ways to support children's learning. This opportunity may include, but is not limited to, attendance at the annual Nebraska State Title I Parent Involvement Conference. The goal of these parent activities is to provide parents with opportunities to participate in decisions relating to the education of their students, where appropriate.
4. The district will, to the extent practicable, provide parents of limited English proficiency, parents with disabilities, and parents of migratory children with opportunities for involvement in the Title I Program. Communication to parents about student progress and the district's other Title I Program communications will be provided in the language used in the home to the extent practicable. Responses to parent concerns will be provided in a timely manner.

5. Opportunities for parent-teacher conferences, in addition to those regularly scheduled by the school district, if requested by the parents or as deemed necessary by school district staff.
6. The district will coordinate and integrate parental involvement programs and activities with other programs in the community. These may include cooperation with other community programs such as Head Start and preschools and other community services such as the public library.

This policy shall be reviewed annually at the annual meeting where concerned parties can have a conversation about possible changes to the Parental Involvement Policy, and the Board will either (1) alter the policy and adopt it as altered, or (2) reaffirm the policy, following a public hearing.

Adopted on: \_\_\_\_\_

Revised on: \_\_\_\_\_

Reviewed on: \_\_\_\_\_

## **5063 Audio and Video Recording**

Students and their parents or guardians should assume that any class in which students are enrolled may be recorded by the school district or other students for legitimate educational purposes. Recordings permitted pursuant to this policy may only be used by students for personal academic purposes and may not be republished without additional, written consent from a school administrator.

**Classroom Recordings by Staff.** Staff members may make audio and video recordings of classroom instruction and school activities upon authorization of the superintendent or supervising administrator. The district will not maintain the video recordings, and the recordings will only be available for the staff members to review for a limited time based on the district's then-current recording capacity. The district administrators estimate that this is approximately 10 days but may change at any time.

**Classroom Recordings by Students.** Students are prohibited from making audio or video recordings on school grounds, in a vehicle owned, leased, or contracted by a school being used for a school purpose by a school employee or by his or her designee, or at a school-sponsored activity or athletic event except as provided in this policy or as otherwise required by law.

Students may make audio or video recordings of classroom lectures, discussions, or activities:

- (1) For their convenience after providing notice to the classroom teacher and receiving the teacher's permission;
- (2) For the benefit of another student who is absent after providing notice to the classroom teacher and receiving the teacher's permission;
- (3) If recording is necessary to accommodate the student's disability and is required by the student's Individualized Education Plan (IEP) or Section 504 Plan.

Staff may revoke permission to record if the recording distracts from or disrupts the classroom environment, unless the recording is necessary to accommodate a student's disability.

**Non-classroom Recordings.** Students may make audio or video recordings pursuant to this policy outside the classroom only with the permission of a teacher or school administrator, provided that such

recordings otherwise comply with any applicable state and federal laws.

Adopted on: \_\_\_\_\_

Revised on: \_\_\_\_\_

Reviewed on: \_\_\_\_\_

## **6024 STUDENT DISCIPLINE**

Administrative and teaching personnel may take actions regarding student behavior, other than those specifically provided in this policy and the Student Discipline Act, 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. Disciplinary consequences may also include in-school suspension, Saturday School, and any other consequence authorized by law. District administrators may develop building-specific protocols for the imposition of student discipline.

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

Any statement, notice, recommendation, determination, or similar action specified in this policy shall be effectively given at the time written evidence thereof is delivered personally to or upon receipt of certified or registered mail or upon actual knowledge by a student or his or her parent or guardian.

Any student who is suspended or expelled from school pursuant to this policy 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.

### **Short-Term Suspension**

The Principal may exclude students from school or any school function for a period of up to five school days (short-term suspension) on the following grounds:

1. Conduct constituting grounds for expulsion as hereinafter set forth; or,
2. Other violations of rules and standards of behavior adopted by the Board of Education or the administrative or teaching staff of the school, that occur on or off school grounds, if such conduct interferes

with school purposes or there is a connection between such conduct and school.

The following process applies to short-term suspension:

1. The Principal shall make a reasonable investigation of the facts and circumstances. Short-term suspension shall be imposed only after a determination that the suspension is necessary to help any student, to further school purposes, or to prevent an interference with school purposes.
2. Prior to commencement of the short-term suspension, the student will be given oral or written notice of the charges against the student. The student will be advised of what he or she is accused of having done, be given an explanation of the evidence the authorities have, and be given an opportunity to explain the student's version of the facts.
3. Within 24 hours or such additional time as is reasonably necessary following the suspension, the Principal will send a written statement to the student, and the student's parent or guardian, describing the student's conduct, misconduct or violation of the rule or standard and the reasons for the action taken. An opportunity will be given to the student, and the student's parent or guardian, to have a conference with the Principal ordering the short-term suspension before or at the time the student returns to school. The Principal shall determine who, in addition to the parent or guardian, is to attend the conference.
4. Students who are short-term suspended **will/will not** be given the opportunity to complete classwork, including but not limited to examinations, under the following conditions: **\_\_\_\_\_**.

### **Emergency Exclusion**

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

### **Weapons and/or Firearms**

Students may be disciplined for the possession of weapons and/or firearms pursuant to the board's separate policy on weapons and firearms or state law.

### **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.

## **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 either provide 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 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. Use of violence, force, coercion, threat, intimidation, or similar conduct in a manner that constitutes a substantial interference with school purposes;
2. Willfully causing or attempting to cause substantial damage to property, stealing or attempting to steal property of substantial value, or repeated damage or theft involving property;
3. Causing or attempting to cause personal injury to a school employee, to a school volunteer, or to any student. Personal injury caused by accident, self-defense, or other action undertaken on the reasonable belief that it was necessary to protect some other person shall not constitute a violation of this subdivision;
4. Threatening or intimidating any student for the purpose of or with the intent of obtaining money or anything of value from such student;
5. Knowingly possessing, handling, or transmitting any object or material that is ordinarily or generally considered a weapon (*see also board policy on weapons and firearms*);
6. Engaging 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 53-103.02 or being under the influence of a controlled substance or alcoholic liquor (*note: the term "under the influence" for school purposes has a less strict meaning than it does under criminal law; for school purposes, the term means any level of impairment and includes even the odor of alcohol on the*

- breath or person of a student; also, it includes being impaired by reason of the abuse of any material used as a stimulant);*
7. Public indecency as defined in section 28-806, except that this prohibition shall apply only to students at least twelve years of age but less than nineteen years of age;
  8. Engaging in bullying as defined in section 79-2,137 and in these policies;
  9. Sexually assaulting or attempting to sexually assault any person if a complaint has been filed by a prosecutor in a court of competent jurisdiction alleging that the student has sexually assaulted or attempted to sexually assault any person, including sexual assaults or attempted sexual assaults which occur off school grounds not at a school function, activity, or event. For purposes of this subdivision, sexual assault means sexual assault in the first degree as defined in section 28-319, sexual assault in the second degree as defined in section 28-320, sexual assault of a child in the second or third degree as defined in section 28-320.01, or sexual assault of a child in the first degree as defined in section 28-319.01, as such sections now provide or may hereafter from time to time be amended;
  10. Engaging in any other activity forbidden by the laws of the State of Nebraska which activity constitutes a danger to other students or interferes with school purposes; or
  11. A repeated violation of any of the following rules, or a single violation if the conduct is forbidden by Nebraska law, 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 initiations, defined as any ritualistic expectations, requirements, or activities placed upon new members of a school organization for the purpose of admission into the organization, even if those activities do not rise to the level of "hazing" as defined below. Initiations are prohibited except by permission of the superintendent.
- i. Engaging in hazing as defined by state law and this policy. 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. Under state criminal law, hazing activities include, but are not limited to, whipping, beating, branding, an act of sexual penetration, an exposure of the genitals of the body done with the intent to affront or alarm any person, a lewd fondling or caressing of the body of another person, forced and prolonged calisthenics, prolonged exposure to the elements, forced consumption of any food, liquor, beverage, drug, or harmful substance not generally intended for human consumption, prolonged sleep deprivation, or any brutal treatment or the performance of any unlawful act that endangers the physical or mental health or safety of any person. For purposes of school rules, hazing also includes 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; personal servitude; 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; binge drinking and drinking games; sexual simulation and sexual assault;
- j. 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;

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

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

The following procedures shall be followed regarding 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.

Adopted on: \_\_\_\_\_  
Revised on: \_\_\_\_\_  
Reviewed on: \_\_\_\_\_

## **6027 Field Trips**

The board encourages instructional staff to incorporate field trips into the curriculum. These trips should normally be conducted during the school day.

### **1. General Conditions**

All trips must be pre-approved by the teacher's building principal. Out-of-state and overnight trips require pre-approval by the board. The superintendent and principals will develop guidelines for approval of trips and communicate those guidelines to teaching staff.

### **2. Parental Permission**

Each student must submit a signed parental permission slip prior to being allowed to attend a field trip. A new permission slip must be submitted for each trip. Caregivers, as that term is defined in the Nebraska Strengthening Families Act, shall be permitted to sign parental permission slips.

### **3. Supervision**

Sponsoring teachers must ensure that students are adequately supervised and chaperoned by a responsible adult at all times during field trips. Whether paid staff or volunteers, chaperones are prohibited from drinking alcoholic beverages of any kind at any time during any field trip. All chaperones must be at least 21 years of age. Any chaperone who drives students must possess a valid driver's license. Chaperones who drive students in private vehicles must possess adequate insurance coverage.

### **4. Student Conduct**

Students must comply with the student code of conduct, any applicable extracurricular conduct codes, and all directives by trip chaperones.

Adopted on: \_\_\_\_\_

Revised on: \_\_\_\_\_

Reviewed on: \_\_\_\_\_

## **EMERGENCY RESPONSE TO LIFE-THREATENING ASTHMA OR SYSTEMIC ALLERGIC REACTIONS (ANAPHYLAXIS)**

**DEFINITION:** Life-threatening asthma consists of an acute episode of worsening airflow obstruction. Immediate action and monitoring are necessary.

A systemic allergic reaction (anaphylaxis) is a severe response resulting in cardiovascular collapse (shock) after the injection of an antigen (e.g. bee or other insect sting), ingestion of a food or medication, or exposure to other allergens, such as animal fur, chemical irritants, pollens or molds, among others. The blood pressure falls, the pulse becomes weak, **AND DEATH CAN OCCUR.** Immediate allergic reactions may require emergency treatment and medications.

**LIFE-THREATENING ASTHMA SYMPTOMS:** Any of these symptoms may occur:

- Chest tightness
- Wheezing
- Severe shortness of breath
- Retractions (chest or neck "sucked in")
- Cyanosis (lips and nail beds exhibit a grayish or bluish color)
- Change in mental status, such as agitation, anxiety, or lethargy
- A hunched-over position
- Breathlessness causing speech in one-to-two word phrases or complete inability to speak

**ANAPHYLACTIC SYMPTOMS OF BODY SYSTEM:** Any of the symptoms may occur within seconds. The more immediate the reactions, the more severe the reaction may become. Any of the symptoms present requires several hours of monitoring.

- Skin: warmth, itching, and/or tingling of underarms/groin, flushing, hives
- Abdominal: pain, nausea and vomiting, diarrhea
- Oral/Respiratory: sneezing, swelling of face (lips, mouth, tongue, throat), lump or tightness in the throat, hoarseness, difficulty inhaling, shortness of breath, decrease in peak flow meter reading, wheezing reaction
- Cardiovascular: headache, low blood pressure (shock), lightheadedness, fainting, loss of consciousness, rapid heart rate, ventricular fibrillation (no pulse)
- Mental status: apprehension, anxiety, restlessness, irritability

### **EMERGENCY PROTOCOL:**

1. CALL 911
2. Summon school nurse if available. If not, summon designated trained, non-medical staff to implement emergency protocol
3. Check airway patency, breathing, respiratory rate, and pulse
4. Administer medications (EpiPen and albuterol) per standing order
5. Determine cause as quickly as possible
6. Monitor vital signs (pulse, respiration, etc.)
7. Contact parents immediately and physician as soon as possible
8. Any individual treated for symptoms with epinephrine at school will be transferred to medical facility

### **STANDING ORDERS FOR RESPONSE TO LIFE-THREATENING ASTHMA OR ANAPHYLAXIS:**

- Administer an IM EpiPen-Jr. for a child less than 50 pounds or an adult EpiPen for any individual over 50 pounds
- Follow with nebulized albuterol (premixed) while awaiting EMS. If not better, may repeat times two, back-to-back
- Administer CPR, if indicated

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(PHYSICIAN)

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Date



property damage, personal injury, premises, operations, products, completed operations, independent contractors, and contractual liability. There shall be no exclusions for contracted liability. All governmental users shall provide evidence of insurance or self-insurance to the limits set forth in NEB. REV. STAT. § 13-926.

5. All users are subject to the fee schedule established by the school board, and all Applicants by signing below verify that they have authority to sign this application on behalf of the listed Organization, and all individuals and agents of organizations certify that they have financial means and authorization to pay for the required fees and deposits, if any.

Applicant's Signature: \_\_\_\_\_

Date: \_\_\_\_\_

***For District Use Only***

Application

- Denied
- Approved, subject to the following

Insurance

- User has provided sufficient proof of insurance.
- User must obtain proof of insurance and list district as additional insured.
- Insurance requirements are waived.

Additional Services Requested/Required

- Custodial: \$ \_\_\_\_\_
- Kitchen: \$ \_\_\_\_\_
- Technology: \$ \_\_\_\_\_
- None

Total Fee Required to Grant Use: \$ \_\_\_\_\_

**RESOLUTION ON SCHOOL DISTRICT STANDARDS FOR ACCEPTANCE OR REJECTION OF OPTION ENROLLMENT APPLICATIONS**

WHEREAS, \_\_\_\_\_ Public Schools is committed to providing an education of high quality to its students in an economically efficient manner; and

WHEREAS, the school district’s faculty, facilities, and equipment can serve only a limited number of students effectively; and

WHEREAS, the \_\_\_\_\_ Board of Education, in consultation with the administration, has reviewed the school district’s faculty, facilities, equipment, interdisciplinary efforts and interrelationships of grades, subjects, and faculty; and has determined the maximum number of students it can serve effectively at any given grade level and in total;

NOW, THEREFORE BE IT RESOLVED that the board adopts the following standards for acceptance or rejection of option enrollment applications:

**Numeric Capacity.** The capacity in the following grade levels, programs, classes, and/or school buildings is as follows:

[NOTE TO BE DELETED: YOU MAY SET NUMERIC CAPACITY BY ESTABLISHING THE MAXIMUM NUMBER OF STUDENTS FOR EACH PROGRAM, CLASS, GRADE LEVEL, OR BUILDING. YOU MAY ALSO SET NUMERIC CAPACITY BY DECLARING THE NUMBER OF OPTION STUDENTS YOU WILL ACCEPT INTO ANY PROGRAM, CLASS, GRADE LEVEL, OR BUILDING. IF YOU ELECT THE SECOND APPROACH, YOU SHOULD CHANGE THE LIST BELOW TO REFLECT THE NUMBER OF OPTION STUDENTS YOU WILL ACCEPT INSTEAD OF THE CAPACITY OF EACH SUCH PROGRAM, CLASS, GRADE LEVEL, OR BUILDING.]

- Each grade level in grades kindergarten through 8: \_\_\_\_ students
- Each grade level in grades 9 through 12: \_\_\_\_ students
- Students in special education programs requiring specific academic and behavioral support: \_\_\_\_ students
- Other: \_\_\_\_\_

Total enrollment for the school district: \_\_\_\_ students.

**Programmatic Capacity.** The board declares the following grade levels, programs, classes, and school buildings to be at capacity such that no option applications into any of the following will be accepted: \_\_\_\_\_

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**Other Standards.** The school district shall not accept an option student when acceptance of the student:

- (a) Would increase the operating costs of the school district, such as by requiring the hiring of new staff or contracting with outside entities to provide services to the student;
- (b) Would require the procurement of new equipment, technology, or furnishings;
- (c) Would cause or require the rearrangement of caseloads for staff and contracted professionals;
- (d) Is reasonably deemed by appropriate school staff to pose a potential risk to the health or safety of students or staff;
- (e) May pose a risk of adversely affecting the quality of educational services being provided to resident students, as determined by appropriate school staff.

After the above resolution was read, board member \_\_\_\_\_ moved for passage of the motion. Board member \_\_\_\_\_ seconded the motion. After discussion, and on roll call vote, the following members voted in favor of the motion: \_\_\_\_\_.

The following members voted against the motion:  
\_\_\_\_\_.

The following members did not vote:  
\_\_\_\_\_.

Having been consented to by a majority of the voting members, the board president declared the motion to have been passed and adopted.

Dated this \_\_\_\_ day of \_\_\_\_\_, 201\_\_.

\_\_\_\_\_  
President, Board of Education



to the Applicant.

**Video Monitoring and Other Security Measures.** The District uses security measures such as video cameras on its property and makes recordings as part of its security processes. Video cameras may be used in locations deemed appropriate by the District. The Applicant consents to these security measures.

**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 declare myself to be physically sound and suffering from no condition, impairment, or other illness that would prevent my safe participation or use of the facilities and equipment. I do further hereby acknowledge that I must obtain a Physician's approval for my participation in activities at the facilities, including the 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 utilize the facilities without the approval of a Physician and do hereby assume all responsibilities.

**Acknowledgment of Risks.** I understand and agree that fitness activities, equipment, and amenities available at the facilities may be strenuous and/or hazardous and I should contact a healthcare professional or doctor before beginning any activities. **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 and other available exercise amenities in the facilities, including cardiovascular and other fitness activities, and that those risks include, but are not limited to, the possibility of muscle strain, broken bones, back injury or head injury, which may be severe in nature and which could result in paralysis or even 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 the District to use the District's facilities, and in the addition to any payment of any fees or charges, I do hereby waive, release and forever discharge the 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 District and the parties named above for all personal injuries or loss of property which I incur by using the facilities and equipment or that otherwise result from my participation in any activities, whether such injuries are caused by my negligence or the negligence of the District or any of its employees, representatives, or volunteers. I agree to indemnify the 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 facilities will be available to me only during hours designated by the administration, and that I am responsible for my own use of facilities and equipment at all times. I will inspect the facilities and equipment upon each visit before using any equipment. The District provides no training, supervision, or assistance.

**Compliance with Rules.** I agree to abide by all District rules, regulations, and policies now in force or that may be adopted in the future, and all directives given to me 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: \_\_\_\_\_ Age: \_\_\_\_\_

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

**PARENT OR GUARDIAN IF USER 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: \_\_\_\_\_

5054  
**Student Bullying**

**Bullying Prohibited.** Students are prohibited from engaging in any form of bullying behavior. Without limiting any definition of bullying under any state or federal law or regulation, bullying behavior, as used herein, refers to the use of physical force or verbal, nonverbal, written, and electronic communication (including but not limited to instant messaging, text messaging, e-mailing, and using websites) to threaten, intimidate, ridicule, humiliate, or harass any person.

**Disciplinary Consequences.** The disciplinary consequences for bullying behavior will depend on the frequency, duration, severity and effect of the behavior.

A student who engages in bullying behavior 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, or at school-sponsored activities or school-sponsored athletic events may be subject to disciplinary consequences including but not limited to long-term suspension, expulsion, or mandatory reassignment.

Without limiting the foregoing, a student who engages in bullying behavior that materially and substantially interferes with or disrupts the educational environment, the district's day-to-day operations, or the education process, regardless of where the student is at the time of engaging in the bullying behavior, may be subject to discipline to the extent permitted by law.

**Bullying Prevention and Education.** Students and parents are encouraged to inform teachers or administrators orally or in writing about bullying behavior or suspected bullying behavior. School employees are required to inform the administrator of all such reports. The appropriate administrator shall promptly investigate all such reports. Each building shall engage in activities which educate students about bullying and bullying prevention.

**Policy Review.** The school district shall review this policy annually.

Adopted on: May 9, 2016

Revised on: \_\_\_\_\_

Reviewed on: \_\_\_\_\_

## **Special Education Procedures (Updated May 2016)**

The following procedures describe the steps that the school district will generally follow in implementing certain portions of the Individuals with Disabilities in Education Act and Rules 51 and 52 of the Nebraska Department of Education (NDE). If any procedure described herein conflicts with or is inconsistent with state or federal laws or regulations, the law or regulation will control. Nothing in the following procedures creates any enforceable right, educational entitlement or procedural protection that is separate from or in addition to the rights provided by state and federal law and regulation.

### **Suspension and Expulsion Reporting (Rule 51 § 004.06E)**

The school district shall report the incidences, duration, and count of removals, suspensions, and expulsions, and other disciplinary information of children receiving special education services required by 92 NAC 004.06E to the State electronically through the NDE website by June 30<sup>th</sup> of each year. The report will be disaggregated by race/ethnicity, gender, LEP status, and disability category. If disciplinary discrepancies are occurring in the rate of long-term suspensions and expulsions of children with disabilities, the school district shall review its policies, procedures, and practices related to the development and implementation of IEPs, the use of positive behavioral interventions and supports, and procedural safeguards to ensure that they comply with IDEA.

### **District-Wide Assessments (Rule 51 § 004.05B, § 004.05C, and § 004.05D)**

Each student who has been verified under Rule 51 will participate in district-wide assessments in a manner that is appropriate for the student. Each student's IEP team will determine how the student will participate in district-wide assessments. The method of assessment will be recorded on the student's IEP. Alternate assessments will be administered at the same time that state and district-wide assessments are administered to the student's grade level peers. The school district shall report assessment results to parents, the public, and the Department with the same frequency and in the same detail as they report on the assessment of nondisabled children and/or as required by Rule 51.

### **Child Find Process (Rule 51 § 006.01A and Rule 52 § 006.01)**

To identify, locate and evaluate children residing within the geographic boundaries of the school district who may qualify for special education (including homeless children and wards of the State), the school district will take the following practical steps:

- a) announce in mailings sent to families with school-aged children at least annually that the school district will identify and verify children at no charge for possible disabilities;
- b) include information about the identification and verification of children for possible disabilities at no charge in mailings sent to patrons, homeless shelters, and Health and Human Service offices located in the school district at least annually; and
- c) accept referrals for evaluation directly from parents, school personnel, and other state and regional agencies.

### **Student Assistance Teams (Rule 51 § 006.01B)**

The school district will use student assistance teams to develop individualized programs of support for students who may be experiencing difficulties in school. The school district will generally work to assist a student through the SAT process prior to evaluating the student for possible verification under Section 504 of the Rehabilitation Act or Rule 51 of the Nebraska Department of Education.

The SAT will be an ad hoc group created around a student, and will generally include building staff with expertise in the specific content area(s) identified as problematic for the student. The SAT may also involve other interested or relevant staff and may, but is not required to, include the student's parent.

The team will review the strengths and interests that are unique to the student and determine the academic or social challenges the student is facing at school. The team will then develop ideas and strategies that may help the student be more successful in school.

If the SAT determines that appropriate general education interventions have been attempted without success, it will consider evaluating the student for eligibility under Section 504 of the Rehabilitation Act or referring the student to the multidisciplinary team for evaluation pursuant to Rule 51.

### **Multidisciplinary Evaluation Team (Rule 51, § 006.03 and Rule 52 § 006.09)**

The school district will appoint a Multidisciplinary Evaluation Team (MDT) which will be responsible for making all verification decisions pursuant to the qualification criteria in Rule 51 of the Nebraska Department of Education. The MDT will analyze, assess, and document the needs of each student, and the MDT's compiled information will be used on the Individual Family Service Plan (IFSP) or Individualized

Education Plan (IEP) if the MDT determines that the student qualifies for special education.

The MDT will not base a student's verification upon 1) lack of appropriate instruction in reading as contemplated in Section 614(a)(5)(A) of the Individuals with Disabilities Education Act of 2004, 2) lack of instruction in math, or 3) limited English proficiency.

If a nonpublic school student qualifies for the school district's special education program, an administrator or other designated representative of the student's nonpublic school shall be appointed as a member of the student's MDT.

### **Review of Existing Evaluation Data (Rule 51, § 006.06)**

For initial evaluations and reevaluations, the IEP team and other qualified professionals will review all existing educational assessments as well as parental, classroom and other relevant observations in determining whether:

- a) the student is a student with a disability or continues to be a student with a disability qualifying for special education;
- b) a student with a disability needs or continues to need special education services; and
- c) a student with a disability needs additional or modified special education to meet the goals of the student's IEP or the general goals of the school district's curriculum.

### **Independent Education Evaluation (Rule 51 § 006.07)**

When a student's parent requests an independent education evaluation, the student's case manager or the district's special education director will respond in writing without unnecessary delay that (1) the school district will initiate a hearing under 92 NAC 55 to show that its evaluation is appropriate OR (2) an independent educational evaluation will be provided at public expense. The written response will (1) include a copy of the board's policy on IEEs and (2) if appropriate, identify at least one qualified individual who meets the policy's criteria within the geographic area.

### **IEP Meetings (Rule 51 § 007.09A–C, G–H)**

Each student's IEP team will meet initially to develop the student's IEP within 30 calendar days of the determination that the student qualifies for special education. Thereafter, each IEP team will meet at least once annually to determine whether the annual goals of the student's IEP are being achieved. The student's IEP team will also ensure that the student's IEP is in effect at the beginning of each school year. The

school district will encourage the consolidation of reevaluation meetings with other IEP Team meetings to the extent possible. The school district and parents may agree to meeting participation by video conference, conference call, or other electronic or alternative means.

*Pre-Meeting Procedures.* Staff members may engage in activities such as researching placements and service options, preparing draft IEP documents, writing reports, creating charts, and comparing student makeup of various program settings prior to and in preparation for IEP team meetings. Actual IEP and placement decisions, however, will not be made until concerns and input of parents and other members of the IEP team are received and considered at an IEP meeting. Although staff members may consider possible service and placement options and form opinions about them outside of an IEP meeting, no final decision will be made before full consideration of all data and input from all team members at an IEP team meeting. The school district has no policy of refusing to consider or use any particular service, program, or placement option.

**IEP Distribution to Parents (Rule 51 § 007.09D, F)**

A copy of the IEP will be provided to the parent at no cost. If the IEP is amended, the parent will be provided with a revised copy of the IEP with the amendments incorporated upon request.

**IEP Modification by Written Amendment (Rule 51 § 007.09E)**

The school district and the parent may agree to change a student's IEP after the annual IEP meeting without convening another IEP meeting by written amendment.

**Distribution of IEP information to staff (Rule 51 § 007.02C, § 007.02D, and § 007.09E1)**

The case manager for each student with an IEP will provide the staff assigned to work with that student with information about the student's disabling conditions, the modifications and accommodations called for in the student's IEP. The case manager will also inform relevant staff of any subsequent changes made to the student's IEP. This information may be provided by: giving staff members a copy of the student's IEP; giving staff members a copy of the accommodations page of the student's IEP; or using any other method reasonably calculated to communicate relevant information to the responsible staff member(s).

**Early Intervention Transition (Rule 51 § 005.03, Rule 52 § 008)**

The school district shall ensure that students participating in early intervention services experience a smooth and effective transition to

preschool programs and/or services provided under Part B of IDEA by following the procedures described in 92 NAC 52-008.

**Least Restrictive Environment (Rule 51 § 008.01A)**

The school district will assure that, whenever possible, all students with disabilities are educated in the same manner and in the same environment as students without disabilities by using supplementary aids and services. A student with a disability or disabilities will be removed from the regular educational environment and given special services and classes *only* when the nature of the disability does not allow for the satisfactory education of the student in regular classes.

**Referral Procedures for Infants and Toddlers (Rule 52 § 006.01-006.03)**

The school district will make a referral for a child under the age of three to the agency responsible for providing services coordination in the Planning Region as soon as possible but in no case later than seven (7) days after becoming aware of the infant's or toddler's potential eligibility for early intervention services. A child under the age of three who is the subject of a substantiated case of child abuse or neglect; or is identified as directly affected by illegal substance abuse or withdrawal symptoms resulting from prenatal drug exposure must be referred to the Early Intervention Program (the agency responsible for providing services coordination in the Planning Region).

Except as otherwise allowed by law or regulation (see Rule 52 § 006.02B), the school district must complete the screening; complete the initial evaluation and assessments; and participate in the initial individualized family service plan (IFSP) within 45 calendar days from the date of referral.

**Written Notice of Change (Rule 51 § 009.05A-D)**

The school district will provide the parents of a student with a disability with prior written notice within a reasonable time before the school district either proposes or refuses to make a change to the student's identification, evaluation, or educational placement, or the provision of a free appropriate public education. The written notice will comply with sections 009.05B-D of Rule 51 of the Nebraska Department of Education.

**Procedural Safeguard Notice (Rule 51 § 009.06A-D)**

A copy of the procedural safeguards will be given by the school district one time per school year. A copy shall also be given to the parent upon: a) initial referral or parental request for evaluation, b) upon

request by a parent, c) upon receipt by the school district of the first occurrence of the filing of a complaint under section 009.11 of Rule 51, d) the first occurrence of filing a special education due process case under Rule 55, and e) in accordance with the discipline procedures in section 016 of Rule 51. The notice shall include a full explanation of all procedural safeguards in compliance with section 009.06B of Rule 51. The notice shall be written in English and provided in the native language of the parent as required by sections 009.05C-D of Rule 51.

**Informed Parental Consent (Rule 51 § 009.08)**

The school district will obtain informed parental consent before: a) conducting an initial evaluation to determine if a child qualifies as a child with a disability, b) conducting a reevaluation, c) initial placement of a child with disabilities in a program providing special education and related services or early intervention services, d) accessing a child's or parent's public benefits or insurance for the first time (and after providing notification to the child's parents consistent with 92 NAC 51-009.90A2); and e) accessing a child's or parent's private insurance proceeds (each time).

**Appointment of Surrogate For Student (Rule 51 § 009.10B)**

The school district shall ensure that the rights of students with disabilities are protected by informing the members of the student's IEP team whenever(1) a parent cannot be identified, (2) a parent(s), legal guardian or individual acting *in loco parentis* for the student cannot be located, (3) the child is an unaccompanied homeless youth, or (4) the child is a ward of the State or court, The team will then hold a meeting to discuss and consider whether the school district must appoint a surrogate to participate on the IEP team and fulfill the role of the student's parent. The team will select a community member who qualifies according to the criteria provided in Rule 51.

**Personnel Standards (Rule 51 § 010)**

The school district shall ensure that all personnel are appropriately and adequately trained and prepared to provide special education and related services to children with disabilities as required by law including but not limited to Section 2122 of the Elementary and Secondary Education Act of 1965, Rule 51, and IDEA. The school district shall ensure that its recruits, hires, trains, and retains such personnel by doing the following:

- 1) Advertising for only qualified candidates.

- 2) Verifying that all personnel hold the required certificate, license, registration, or other credentials and training during the interview process or prior to employment.
- 3) Verifying that all personnel maintain the required certificate, license, registration, or other credentials and training during employment.
- 4) Providing continuing education opportunities and training programs.
- 5) Evaluating personnel performance for compliance with federal and state law and regulations and school district standards and policies.

### **Contracted Programs (Rule 51 § 013.02)**

The school district shall be responsible for the development and maintenance of the IEP and the participation in all IEP meetings and shall assure that IEP meetings are arranged with the contracted program and the parents. Such arrangements may include meetings with the contracted program, the school district, and the parent. Meetings may occur within the district, at the contracted program site, or another site if more appropriate.

### **Transportation (Rule 51 § 014)**

The school district shall provide transportation or transportation services to special education students who qualify for it under law as provided in NEB. REV. STAT. 79-1129, Rule 51, and IDEA. This may include paying mileage reimbursement to parents, transporting children with school district vehicles, contracting with a transportation company, or using any other method that is proper and necessary to transport students. Transportation eligibility will be determined by the student's IEP Team. The plan for transportation for the student shall be part of the IEP if required by law.

### **Children Placed In or Referred To a Nonpublic School or Facility by the School District or Approved Cooperative As a Means of Providing Special Education and Related Services (Rule 51 § 015.01)**

A special education student may be placed in a nonpublic school or facility, if the student's IEP team develops an IEP for the child in accordance with Section 007 that places the student in the nonpublic school or facility. If a student's IEP team determines that the student will be placed in a nonpublic school or facility, the school district will ensure that the student is provided special education and related services in conformance with the provisions of Rule 51 at no cost to the student or parents. The school district will be responsible for initiating and conducting IEP meetings after the student has been placed in the

nonpublic school or facility and will insure that both the parents and representatives from the nonpublic school or facility are involved in any decision about the child's IEP and agree to any proposed changes in the IEP before those changes are implemented.

**Children Placed In a Nonpublic School by Parents As a Means of Obtaining Special Education and Related Services; FAPE is At Issue (Rule 51 § 015.02)**

The school district will not pay for the cost of education, including special education and related services, of a child with a disability at a nonpublic school or facility if the school made FAPE available to the child and the parents elected to place the child in a nonpublic school or facility as a means of obtaining special education and related services. However, the school district will include that child in the population whose needs are addressed consistent with Rule 51. Disagreements between a parent and the school district regarding the availability of a program appropriate for the child, and the question of financial reimbursement, are subject to the due process procedures of Rule 55 of the Nebraska Department of Education.

**Working with Nonpublic Schools within the Boundaries of the District (Rule 51 § 015.03B and § 015.03D1a)**

The school district will provide written information to each non-public school within its geographic boundaries that the public school will identify and verify children for possible disabilities at no charge. This communication will also inform the non-public school officials, staff and parents about the availability of equitable services for students with disabilities who attend non-public schools that are not within the geographic boundaries of the district.

A student who attends a nonpublic school may participate in the school district's special education program to receive FAPE provided that (1) the student has been verified pursuant to Rule 51 and (2) the student is a resident of the school district as defined by NEB REV. STAT. § 79-215. The student's IEP team will determine the physical location where the student will receive services and will consider whether it is necessary for the student to be transported to the service location. A non-resident student who attends a nonpublic school within the geographic boundaries of the district may receive equitable services if the student has been verified pursuant to Rule 51.

Disagreement between parents and the school district over whether or not the school district has a program available to serve the needs of a

special education student, including claims for tuition reimbursement by parents, are subject to the appeal procedures established in Rule 55.

### **Overidentification and Disproportionality (34 CFR 300.173 )**

The school district shall take affirmative steps to prevent the inappropriate overidentification or disproportionate representation by race and ethnicity of children as children with disabilities, including children with disabilities with a particular impairment described in 34 C.F.R. §300.8. These steps shall include, but not necessarily be limited to:

- Providing staff with technical assistance, professional development, and other educational opportunities;
- Collecting, examining, and reporting data;
- Monitoring, assessing, and providing continuous improvement activities;
- Reviewing school district policies, procedures, and practices.

The school district shall collect and examine data to determine if significant disproportionality based on race and ethnicity is occurring with respect to:

- The identification of children with disabilities, including the identification of children as children with disabilities in accordance with a particular impairment described in 34 C.F.R. §300.8;
- The placement in particular educational settings of these children; and
- The incidence, duration, and type of disciplinary actions, including suspensions and expulsions.

The school district will review and analyze the data and any other applicable indicators or information that is needed to adequately measure overidentification and disproportionate representation. In the event that the available information demonstrates inappropriate overidentification or disproportionate representation by race and ethnicity of children as children with disabilities, the school district shall correct the matter as soon as practicable, but in no case later than any time period required by law.

### **Prohibition on Mandatory Medication (34 CFR 300.174 )**

State and school district personnel shall not require parents to obtain a prescription for substances identified under schedules I, II, III, IV, or V in section 202(c) of the Controlled Substances Act (21 U.S.C. 812(c)) for a child as a condition of attending school, receiving an evaluation

under sections 300.300 through 300.311, or receiving services authorized under IDEA.

**Access to Instructional Materials (Rule 51 § 004.15)**

The school district may contract with the National Instructional Materials Access Center (NIMAC) when purchasing print instructional materials and/or assures the Nebraska Department of Education that it will provide such materials to children with blindness or other children with print disabilities at the same time as other children.

**Full Education Opportunity Goal and Program Options (Rule 51 § 004.11A, 34 CFR 300.109, 34 CFR 300.110)**

The school district provides full educational opportunities to all children with disabilities aged birth to 21. The school district does this, in part, by:

- Offering and providing a free appropriate public education (FAPE), including special education and related services, and complying with all state and federal special education laws and regulations;
- Making available to children with disabilities a variety of educational programs and services that are available to nondisabled children including, but not necessarily limited to, art, music, industrial arts, consumer and homemaking education, and vocational education
- Working collaboratively with parents, teachers, guidance counselors, other school staff members, community agencies, educational service units, and other school districts to review and/or offer appropriate course offerings and other educational opportunities;
- Providing supplementary aids, services, and other effective supports determined appropriate and necessary by the child's IEP Team, to ensure that students have an equal opportunity to participate in academic, nonacademic, and extracurricular services and activities;
- Collecting and examining data; and
- Staff development activities

The timetable for accomplishing this goal is immediate and ongoing. The school district accomplishes this goal by taking the above steps on a regular, scheduled, and ongoing basis as well as on an unplanned basis when the need arises for each individual student.

**Parent Refusal to Consent Under Rule 52 (Rule 52 § 009.02K3)**

If a parent refuses to provide consent under Rule 52, the school district may:

- Hold a meeting with the parent(s) to explain how the parent's failure to consent affects the ability of their child to receive early intervention services;
- Provide the parents with written information regarding early intervention services;
- Provide referrals to other agencies, if appropriate; and
- Take other actions or make such other efforts as the school district deems appropriate.

Nothing in these procedures shall override a parent's right to refuse to consent under section 009.03A of Rule 52.

### **Surrogate Parents (Rule 51 § 009.10)**

Surrogate parents shall be appointed when required or allowed by Rule 51 or IDEA. If the district identifies students who may be in need of a surrogate parent, the district will:

1. Attempt to identify and locate the parent;
2. Investigate the legal status of those student(s); and
3. If after a reasonable effort, the parents cannot be located, the school district shall ensure that the rights of students with disabilities are protected by appointing a surrogate.
4. Surrogates will be provided sufficient training to assure they are knowledgeable as to the legal rights and educational needs of the student they are to represent. Training will be conducted as needed.
5. Surrogates will be appointed by the director of special education following documentation that no conflict of interest exists and completion of appropriate training or assurance that the surrogate is knowledgeable in order to represent the student.
6. Surrogates will be monitored on a regular basis to ensure effective performance. Should a surrogate be unable or unwilling to discharge his or her duties, a new surrogate will be appointed by the director.
7. The surrogate parent shall continue to represent the student until one of the following occurs:
  - a. The student is determined to no longer be eligible for, or in need of, special education or related services except when termination from such programs is being contested;
  - b. The parent, who was previously unknown, or whose whereabouts were previously unknown or a guardian or person acting as the student's parents becomes known; and/or,

- c. It is determined that the appointed surrogate parent no longer adequately represents the student.
- d. The surrogate parent's term has expired.



Darren Tobey <darren.tobey@sveagles.org>

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## Scenarios for Board

1 message

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**Buchanan, Tobin** <tbuchanan@fnni.com>

Mon, Aug 8, 2016 at 11:23 AM

To: "darren.tobey@sveagles.org" <darren.tobey@sveagles.org>

Darren,

I have attached (3) savings scenarios for you and the Board to consider. Under the title line they are labeled Non-Rated, A Rated, and AA3 Rated. As I mentioned, while the current market is still really advantageous for you the issuer a bond issue of this size will be more marketable to banks with a rating attached to it so that is something to consider. The savings breakdown is as follows:

Non-Rated	\$566,362
A Rated	\$635,020
AA3 Rated	\$671,882

I would anticipate that the District would receive at least an A rating although there is a good possibility it could be higher with valuation growth, cash reserves, and low levy taken into account. The rating fee on this size of an issue would be \$13,500 that can be paid with bond proceeds or outside of the issue with district funds. In a nutshell, you would pay \$13,500 to save about \$70,000 if A rated or to save about \$105,000 if AA3 rated.

This money is paid directly to Moody's so we don't make any more or less if you do or don't do it. It simply comes down to paying and going through the rating process for the additional interest savings and better marketability of the bonds.

Let me know if you have any questions. Thanks.

Tobin

**Tobin L. Buchanan** | Vice President | Public Finance | First National Capital Markets

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# Furnas County, Nebraska 0540 (Southern Valley Public Schools)

Series 2016 Refunding Series 2011 Bonds (A-RATED)

## Refunding Summary

<b>Dated Date</b>	<b>9/29/2016</b>
<b>Prior Average Coupon</b>	<b>3.38%</b>
<b>New Average Coupon</b>	<b>1.75%</b>
<b>Average Annual Savings</b>	<b>\$45,358.63</b>
<b>Net Present Value Benefit (\$)</b>	<b>\$526,382.00</b>
<b>Net Present Value Benefit (%)</b>	<b>9.802%</b>

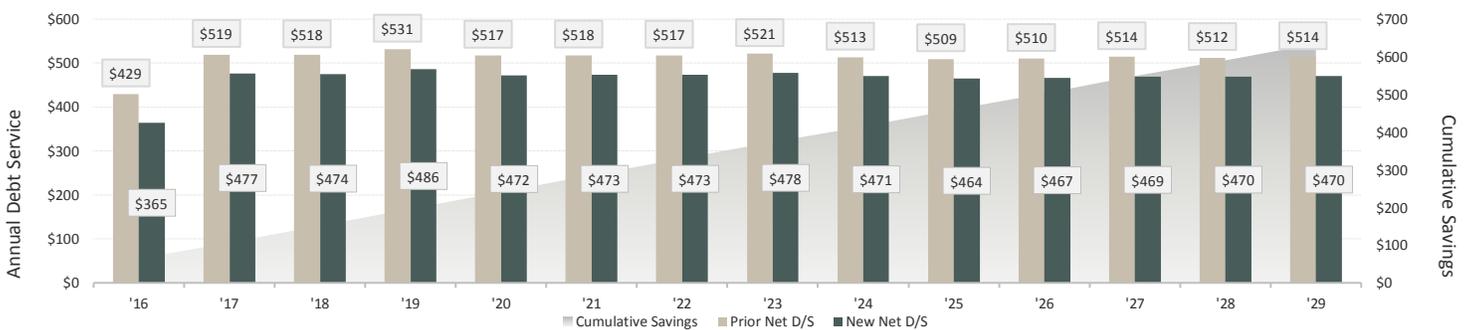
## Sources and Uses

<b>Sources of Funds</b>	
Par Amount of Bonds	\$5,455,000.00
Transfers, Less Rounding	38,176.10
<b>Total Sources</b>	<b>\$5,493,176.10</b>
<b>Uses Of Funds</b>	
Deposit to Current Refunding Fund	\$5,417,902.60
Total Underwriter's Discount (1.210%)	66,000.00
Costs of Issuance	9,273.50
<b>Total Uses</b>	<b>\$5,493,176.10</b>

## Debt Service Comparison (Preliminary)

Note: 2016 includes existing debt service of \$347,242.50.

<u>Maturity Date</u>	<u>Prior Net D/S</u>	<u>New Net D/S</u>	<u>Savings</u>
12/15/2016	429,361.25	364,550.44	64,810.81
12/15/2017	519,237.50	476,985.00	42,252.50
12/15/2018	518,380.00	474,220.00	44,160.00
12/15/2019	531,180.00	486,060.00	45,120.00
12/15/2020	517,440.00	472,370.00	45,070.00
12/15/2021	517,877.50	473,170.00	44,707.50
12/15/2022	517,482.50	473,310.00	44,172.50
12/15/2023	521,027.50	477,775.00	43,252.50
12/15/2024	513,112.50	471,265.00	41,847.50
12/15/2025	509,417.50	464,335.00	45,082.50
12/15/2026	509,967.50	466,985.00	42,982.50
12/15/2027	514,127.50	468,815.00	45,312.50
12/15/2028	512,107.50	469,795.00	42,312.50
12/15/2029	514,057.50	470,120.00	43,937.50
<b>Total</b>	<b>\$7,144,776.25</b>	<b>\$6,509,755.44</b>	<b>\$635,020.81</b>



### Tobin Buchanan

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**Sources Of Funds**

Par Amount of Bonds	#####
Transfers from Prior Issue Debt Service Funds	#####
Transfers from Prior Issue DSR Funds	#####
<b>Total Sources</b>	<b>#####</b>

**Uses Of Funds**

Total Underwriter's Discount (1.190%)	#####
Costs of Issuance	5,620.00
Deposit to Debt Service Reserve Fund (DSRF)	#####
Deposit to Current Refunding Fund	#####
Rounding Amount	1,879.75
<b>Total Uses</b>	<b>#####</b>

Cumulative Savings

64,810.81  
107,063.31  
151,223.31  
196,343.31  
241,413.31  
286,120.81  
330,293.31  
373,545.81  
415,393.31  
460,475.81  
503,458.31  
548,770.81  
591,083.31  
635,020.81

# Furnas County, Nebraska 0540 (Southern Valley Public Schools)

Series 2016 Refunding Series 2011 Bonds (AA3-RATED)

## Refunding Summary

<b>Dated Date</b>	<b>9/29/2016</b>
<b>Prior Average Coupon</b>	<b>3.38%</b>
<b>New Average Coupon</b>	<b>1.66%</b>
<b>Average Annual Savings</b>	<b>\$47,991.62</b>
<b>Net Present Value Benefit (\$)</b>	<b>\$562,123.00</b>
<b>Net Present Value Benefit (%)</b>	<b>10.468%</b>

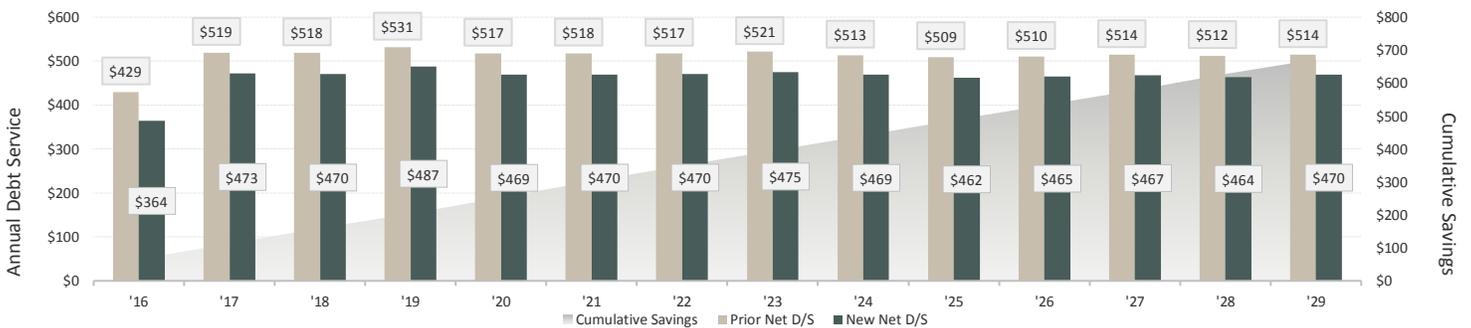
## Sources and Uses

<b>Sources of Funds</b>	
Par Amount of Bonds	\$5,455,000.00
Transfers, Less Rounding	38,176.10
<b>Total Sources</b>	<b>\$5,493,176.10</b>
<b>Uses Of Funds</b>	
Deposit to Current Refunding Fund	\$5,417,902.60
Total Underwriter's Discount (1.210%)	66,000.00
Costs of Issuance	9,273.50
<b>Total Uses</b>	<b>\$5,493,176.10</b>

### Debt Service Comparison (Preliminary)

Note: 2016 includes existing debt service of \$347,242.50.

Maturity Date	Prior Net D/S	New Net D/S	Savings
12/15/2016	429,361.25	363,641.08	65,720.17
12/15/2017	519,237.50	472,677.50	46,560.00
12/15/2018	518,380.00	470,110.00	48,270.00
12/15/2019	531,180.00	487,147.50	44,032.50
12/15/2020	517,440.00	468,620.00	48,820.00
12/15/2021	517,877.50	469,620.00	48,257.50
12/15/2022	517,482.50	469,962.50	47,520.00
12/15/2023	521,027.50	474,632.50	46,395.00
12/15/2024	513,112.50	468,542.50	44,570.00
12/15/2025	509,417.50	462,032.50	47,385.00
12/15/2026	509,967.50	465,102.50	44,865.00
12/15/2027	514,127.50	467,362.50	46,765.00
12/15/2028	512,107.50	463,782.50	48,325.00
12/15/2029	514,057.50	469,660.00	44,397.50
<b>Total</b>	<b>\$7,144,776.25</b>	<b>\$6,472,893.58</b>	<b>\$671,882.67</b>



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**Sources Of Funds**

Par Amount of Bonds	#####
Transfers from Prior Issue Debt Service Funds	#####
Transfers from Prior Issue DSR Funds	#####
<b>Total Sources</b>	<b>#####</b>

**Uses Of Funds**

Total Underwriter's Discount (1.190%)	#####
Costs of Issuance	5,620.00
Deposit to Debt Service Reserve Fund (DSRF)	#####
Deposit to Current Refunding Fund	#####
Rounding Amount	1,879.75
<b>Total Uses</b>	<b>#####</b>

**Cumulative Savings**

65,720.17  
112,280.17  
160,550.17  
204,582.67  
253,402.67  
301,660.17  
349,180.17  
395,575.17  
440,145.17  
487,530.17  
532,395.17  
579,160.17  
627,485.17  
671,882.67

# Furnas County, Nebraska 0540 (Southern Valley Public Schools)

Series 2016 Refunding Series 2011 Bonds (NON-RATED)

## Refunding Summary

<b>Dated Date</b>	<b>9/29/2016</b>
<b>Prior Average Coupon</b>	<b>3.38%</b>
<b>New Average Coupon</b>	<b>1.92%</b>
<b>Average Annual Savings</b>	<b>\$40,454.45</b>
<b>Net Present Value Benefit (\$)</b>	<b>\$461,251.00</b>
<b>Net Present Value Benefit (%)</b>	<b>8.589%</b>

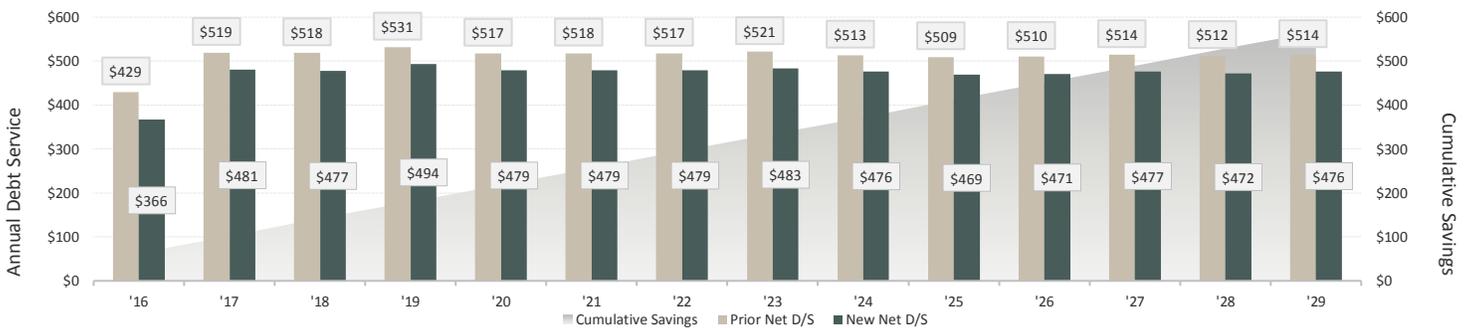
## Sources and Uses

<b>Sources of Funds</b>	
Par Amount of Bonds	\$5,455,000.00
Transfers, Less Rounding	38,176.10
<b>Total Sources</b>	<b>\$5,493,176.10</b>
<b>Uses Of Funds</b>	
Deposit to Current Refunding Fund	\$5,417,902.60
Total Underwriter's Discount (1.210%)	66,000.00
Costs of Issuance	9,273.50
<b>Total Uses</b>	<b>\$5,493,176.10</b>

## Debt Service Comparison (Preliminary)

Note: 2016 includes existing debt service of \$347,242.50.

Maturity Date	Prior Net D/S	New Net D/S	Savings
12/15/2016	429,361.25	366,363.89	62,997.36
12/15/2017	519,237.50	480,575.00	38,662.50
12/15/2018	518,380.00	477,260.00	41,120.00
12/15/2019	531,180.00	493,555.00	37,625.00
12/15/2020	517,440.00	479,250.00	38,190.00
12/15/2021	517,877.50	479,450.00	38,427.50
12/15/2022	517,482.50	478,982.50	38,500.00
12/15/2023	521,027.50	482,832.50	38,195.00
12/15/2024	513,112.50	475,902.50	37,210.00
12/15/2025	509,417.50	468,552.50	40,865.00
12/15/2026	509,967.50	470,572.50	39,395.00
12/15/2027	514,127.50	476,757.50	37,370.00
12/15/2028	512,107.50	471,967.50	40,140.00
12/15/2029	514,057.50	476,392.50	37,665.00
<b>Total</b>	<b>\$7,144,776.25</b>	<b>\$6,578,413.89</b>	<b>\$566,362.36</b>



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Vice President, Public Finance	Managing D	Senior Associate, P
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Office: (308) 234-7211   Cell: (	Office: (402	Office: (402) 602-7
Email: tbuchanan@fnni.com	Email: craig	Email: aaronsmith@

<b>Tobin Buchanan</b>	<b>Craig T. Jr</b>	<b>Craig T. Jones</b>
Vice President, Public Finance	Managing D	Managing Director
2223 Second Avenue, Kearney,	1620 Dodge	1620 Dodge Street,
Office: (308) 234-7211   Cell: (	Office: (402	Office: (402) 602-3
Email: tbuchanan@fnni.com	Email: craig	Email: craigjones@

**Sources Of Funds**

Par Amount of Bonds	#####
Transfers from Prior Issue Debt Service Funds	#####
Transfers from Prior Issue DSR Funds	#####
<b>Total Sources</b>	<b>#####</b>

**Uses Of Funds**

Total Underwriter's Discount (1.190%)	#####
Costs of Issuance	5,620.00
Deposit to Debt Service Reserve Fund (DSRF)	#####
Deposit to Current Refunding Fund	#####
Rounding Amount	1,879.75
<b>Total Uses</b>	<b>#####</b>

Cumulative Savings

62,997.36  
101,659.86  
142,779.86  
180,404.86  
218,594.86  
257,022.36  
295,522.36  
333,717.36  
370,927.36  
411,792.36  
451,187.36  
488,557.36  
528,697.36  
566,362.36

**Southern Valley High School Handbook Changes 2016-2017**

- I. Possession and Use of Electronic Devices #5101: Page 57
  - a. Cellular phones will be allowed during the school day in hallways during passing periods, in the commons area during breakfast and lunch, and in classrooms only with teacher permission
- II. Attendance: Page 67
  - a. Any student who misses 10 or more class periods in a given class in a fall semester will need to make up class time to get below 10 absences before the beginning of the spring semester in order to receive semester credit....Any student who misses 10 or more class periods in a given class in a spring semester will need to make up class time to get below 10 absences before the end of the last teacher day of the school year in order to receive semester credit. Seniors in this instance must have their absences made up by the Friday before graduation.
- III. Dress Code: Page 70 , Section 1
  - a. Any outfit must touch at the waist while in a standing and sitting position



August 9, 2016

SPECIALTY CONTRACTING, LLC

To: Estimator  
RE: Southern Valley Schools – Elementary & JR - SR High School Joint Sealant Work  
Oxford, NE

**Senegal Proposal No. P16-0406**

Senegal Specialty Contracting, LLC (Senegal) is pleased to present for your review our proposal to provide professional waterproofing services. Our pricing and proposed scope of work is provided below.

**Sec # 079200 Joint Sealants**

**Elementary School Only**

- **Existing Failed Precast Concrete Panel Joints Only** **\$ 7,000.00**  
*(Vertical Joints Only - Exterior Side, and Interior ISC & OSC Panel Joints Only - Elementary School – Existing Only – per walk through on 8/9/16 Only)*

**\*Add Price** **\$ 3,000.00**

- **Existing Exterior Precast Concrete Panel Joints – EMSEAL Secondary Backer Seal Only**  
*(Vertical Joints Only - Exterior Side - ISC & OSC Panel Joints Only - Elementary School – Existing Only – per walk through on 8/9/16 Only)*

**All Above Quoted Precast Concrete Joint**

**NOTES:**

*All Existing Failed Precast Concrete Panel Joints are figured as cutting out, prepping joints, and re-caulking clearly failed expansion joints at Elementary School Only*

*All Existing Exterior Expansion Joints are figured as using Urethane Sealants Only*

*1 mobilization is figured for Existing Precast Concrete Panel Joints. If additional mobilizations are required they will be billed at a rate of \$ 1,250.00/mobilization*

*1 mobilization is figured for \*Add Price - Existing Precast Concrete Panel Joints – EMSEAL Secondary Backer Seal. If additional mobilizations are required they will be billed at a rate of \$ 650.00/mobilization*

Elementary, and JR – SR High Schools Only

**\*Add Price**

**\$ 3,000.00**

- **Existing Failed Exterior Expansion Joints Only**

*(Elementary & JR – SR High Schools – Existing Concrete Walks at Stoops, at Bollards, at Columns, and at Building Only – per walk through on 8/9/16 Only)*

**NOTES:**

*All Existing Exterior Expansion Joints are figured as cutting out, prepping joints, and re-caulking clearly failed expansion joints at Elementary, JR – SR High Schools Only*

*All Existing Exterior Expansion Joints are figured as using Urethane Sealants Only*

*1 mobilization is figured for Existing Exterior Expansion Joints. If additional mobilizations are required they will be billed at a rate of \$ 650.00/mobilization*

Elementary, and JR – SR High Schools Only

**\*Add Price**

**\$ 17,500.00**

- **Existing Exterior Aluminum Door, and Window Frames Only**

*(Exterior Side Only – per walk through and field measurements on 8/9/16 Only)*

- **Existing Exterior Hollow Metal Door, and Window Frames Only**

*(Exterior Side Only – per walk through and field measurements on 8/9/16 Only)*

**NOTES:**

*All Existing Exterior Aluminum Door, and Window Frames are figured as cutting out, prepping joints, and re-caulking clearly failed joints at Elementary, JR – SR High Schools Only*

*All Existing Exterior Hollow Door, and Window Frames are figured as cutting out, prepping joints, and re-caulking clearly failed joints at Elementary, JR – SR High Schools Only*

*All Existing Exterior Aluminum Door, and Window Frames are figured as using Urethane Sealants Only*

*All Existing Exterior Hollow Metal Door, and Window Frames are figured as using Urethane Sealants Only*

*2 mobilizations are figured for Existing Exterior Aluminum Door/Window, and Existing Exterior Hollow Metal Door/Window Frames. If additional mobilizations are required they will be billed at a rate of \$ 1,250.00/mobilization*

JR – SR High Schools Only

**\*Add Price**

**\$ 7,500.00**

- **Existing Exterior Masonry Veneer Control Joints Only**

*(Vertical Joints Only - Exterior Side Only – per walk through and field measurements on 8/9/16 Only)*

**NOTES:**

*All Existing Exterior Expansion Joints are figured as cutting out, prepping joints, and re-caulking clearly failed expansion joints at JR – SR High Schools Only*

*All Existing Exterior Masonry Veneer Control Joints are figured as using Urethane Sealants Only*

*1 mobilization is figured for Existing Exterior Masonry Veneer Control Joints. If additional mobilizations are required they will be billed at a rate of \$ 1,250.00/mobilization*

*All Above Quoted Joint Sealants*

**EXCLUDES:**

*All Aluminum Doors and Windows/Storefronts*  
*All Mechanical/Plumbing & Penetrations*  
*All EMSeal/Expansion Joints/Covers (Below and/or Above Grade)*  
*All Acoustical/Gypsum Joints*  
*All Louvers/Scuppers*  
*All Exterior Control/Saw Joints – Walks*  
*All Threshold/Bedding Sealants*  
*All Tile Control Joints/Etc*  
*All Fire Rated Joints*  
*All Interior Building Joints*  
*All Sanitary Sealants/Plumbing Sealants*  
*All CIP Concrete Wall Expansion, and Control/Saw Joints*  
*All Water Repellents/Concrete Sealers*  
*All Precast Cap/Sill Head, and Bead Joints are excluded*  
*All Soffits to Building/Curtain Walls/Etc.*  
*All Waterproofing Membranes/Transition Membranes*  
*All Gypsum/Acoustical Walls, and Ceilings to Metal Wall Panels*  
*All Concrete Site Paving/Curbs/Islands – Exterior Expansion, and Control/Saw Joints are excluded*  
*All Aluminum Window/Storefront Window Frames Sill Joints are excluded*  
*All Aluminum Window/Storefront Window Frames at Elementary Clear Story/Commons Area are excluded*  
*All Exterior Joints other than specifically mentioned above are excluded*  
*Anything not specifically mentioned above is excluded*

*All Glazing Joints*  
*All Fire Caulking/Fire Stopping/Fire Safing*  
*All Millwork/Cabinetry/Sinks/Casework*  
*All Steel Column, and Steel Lintel Joints*  
*All Precast Concrete Panel Bead/Bottom Joints*  
*All Metal Flashings/Copings*  
*All Secondary Backer Seals*  
*All EIFS/DEFS - Soffit/Canopy Joints*  
*All Water Stops/Preformed Joint Seals*  
*All City/Street Improvements*  
*All Metal Wall Panel Joints*  
*All Expansion Joint Cover Assemblies*  
*All Traffic Control/Lane Closures*  
*All Metal Wall Panel Joints*  
*All Roofing Repairs/Membranes*  
*All Weeps/Flashings*

**NOTE:**

*\*All Above Quoted Waterproofing Work is not guaranteed to fix or alleviated Interior Moisture/Water Problems, Continued Loose Delaminating Materials, Structural Cracking, and/or any pre-existing conditions that might possibly be going on elsewhere\**

Please call Matt Johnson @ 402-916-9903 to further discuss this bid. Thank you for your consideration of Senegal Specialty Contracting, LLC.

Sincerely,



Matt Johnson  
Senegal Specialty Contracting

# Southern Valley Schools

Welcomes you to the 2016-17 School Year

**First Day of School: Tuesday, Aug. 16<sup>th</sup>, 2016**

8:22 A.M.-2:30 P.M.

First Day will be filled with FUN, ENTHUSIASM, and EXCITEMENT!!

New Student Registration  
K-12 Students—Wed., August 10<sup>th</sup>  
9:00 a.m. to 2 p.m. at respective buildings.  
Please call 868-2222 to make an appointment  
during this time frame if you are a new student.

*New Students need to bring health and  
Immunization Records and an official copy of  
their Birth Certificate and Social Security  
Number.*

**FALL SPORTS PARENTS MEETING**  
August 15<sup>th</sup> 7:30 P.M. (Auditorium)

**Family Pass- \$100.00**  
**Adult Pass- \$50.00**  
**Student Pass/Fee- \$20.00**

## Back to School Blowout

**August 15<sup>th</sup> 5:30-7:30**  
**Free Will Hotdogs & Chips**  
**(Served by the SV Board of Education)**

**Elementary Students**  
Find out what classroom you will be in for the  
16-17 school year. Take a tour and enjoy  
snacks! Meet your new teacher!

**7-12 Students**  
7-12 students get your 16-17 class schedules and  
take a tour of the improved 7-12 building. Get a  
chance to meet your teachers before the 1<sup>st</sup> day!

### Golden Age Passes

Patrons of the Southern Valley District who are 62 years of age or older are eligible for a Golden Age Pass. These passes are free of charge and will provide admittance to all regularly scheduled home activities. RPAC, District and State competitions are not included.

### Busing Information

Bus route: Parents will be contacted by the drivers regarding times for pick up and return. Any parents who have not received information by August 15<sup>th</sup> should contact their driver or Leighton Schmidt at (308) 920-2524 or at (308) 868-2222.

### Immunizations and Physicals

Immunizations (K-12, and transfers from out of state) and Physicals (Kindergartners, 7<sup>th</sup> Graders, and transfers from out of state) and visual examinations for Kindergartners and transfers from out of state are required by State Law.

### Handicapped Child Find

Public Law 94-142 and rule 51 and 54 mandate a free appropriate public education for all handicapped children ages 1-21. Handicapped children are those defined as handicapped physically, visually, speech, mentally specific learning disabled, orthopedically, behaviorally, multi-handicapped, or home or hospital bound and whose handicap requires special services or education. If you know any child in our district who meets any of the above mentioned criteria and is not presently being served, contact Superintendent Darren Tobey.

### Breakfast & Hot Lunch Program

Lunches will be served daily beginning Tuesday, August 16<sup>th</sup>. Prices will be \$2.40 for grades K-6, \$2.65 for grades 7-12. Breakfast will begin on August 16<sup>th</sup>. Prices for breakfast are as follows K-6--\$1.75; 7-12--\$1.85. Applications for free and reduced meals are available at any school office. All breakfast, lunch and milk tickets must be paid for in advance. **Breakfast starts at 8:00 AM.**

## Southern Valley Schools Would Like to Welcome

Brendan Calahan- 7-12 Principal    Jeff Ellis- Alternative/Activities Director  
Kalin Koch- Elem. P.E.                    Kent Thompson- 7-12 Art  
Jimmy Sindelar- Physical Education

