

## **Board of Education Regular Meeting**

Monday, February 13, 2023 7:00 PM

Media Center at the Palmyra District OR-1 Public Schools

425 F Street

Palmyra, NE 68418

1. Call to Order and Pledge of Allegiance
2. Announcement of the Open Meetings Act Posting
3. Staff and Student Presentations
4. Consent Agenda
  - 4.1. Approval of Board Agenda
  - 4.2. Approval of minutes of previous meetings
  - 4.3. Approval of Claims/Payment of Bills and Payroll
  - 4.4. Certificated/Classified Hire(s)/Reassignment(s)/Resignation(s)
    - 4.4.1. Dan Desmond Letter of Resignation / Notice of Retirement
    - 4.4.2. Kim Jensen Letter of Resignation / Notice of Retirement
  - 4.5. Financial Report
5. Public Comment
6. Administrative Reports
  - 6.1. Superintendent's Report
    - 6.1.1. Legislative Update
    - 6.1.2. 2023-2024 Staffing Information
    - 6.1.3. Student Enrollment Update
  - 6.2. Administrative Team Report
7. Discussion Items- Committee Reports
  - 7.1. Negotiations Committee Update
  - 7.2. Curriculum: Committee on American Civics Update
  - 7.3. Facility Expansion Projects Update
  - 7.4. Strategic Planning Update
  - 7.5. Olson Complex Update
8. Policy Review
  - 8.1. Policy Committee Update: 8000 Series
  - 8.2. Policy Committee Update: 9000 Series
  - 8.3. Policy # 6025: Student Cell Phone and Other Electronic Devices
9. Action Items
  - 9.1. Presentation, discussion, and or official action to approve the 2023-2024 School Calendar
  - 9.2. Presentation, discussion, and or official action to approve the 2021-2022 Rule 10 Report for District OR-1.
  - 9.3. Presentation, discussion, and or official action to authorize the Superintendent to issue contract renewals to the certified staff.
  - 9.4. Presentation, discussion, and or official action to approve the use of the attached "Letter of Intent" form for classified staff members.

- 9.5. Presentation, discussion, and or official action to approve compensation increases for classified staff members as recommended by the Negotiation Committee members.
- 9.6. Presentation, discussion, and or official action to add an additional teacher to Bennet Elementary.
- 9.7. Presentation, discussion, and or official action to approve Special Education Instructional positions for the 2023 -2024 school year.
- 9.8. Presentation, discussion, and or official action to approve the Superintendent Contract
- 9.9. Request permission to discard inoperable and obsolete CTE equipment
10. Board of Education Development
11. Closed Session
12. Topics for Next Month's Agenda
13. Adjournment

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Chairperson

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Superintendent



**District OR-1: Home of the Panthers!**



## District OR-1

# “Excellence in Education” Award

Many District OR-1 employees are exemplary in the performance of their responsibilities. The “Excellence in Education” award (established in 2022) is a Board of Education initiated employee recognition program that recognizes designated District OR-1 employees for their outstanding contributions to our district.

Any staff member may be nominated for the “Excellence in Education” award.

Nominations may be from co-workers, students, parents, board members, or community patrons. The nomination form will be available on our district website at [www.districtor1.org](http://www.districtor1.org)

Criteria for the nomination could address any of the following things: school pride/spirit; showing initiative; positive role model; high professional standards; enhances the school environment; community involvement and engagement, positive working relationships with staff, parents, students, and patrons, demonstrating integrity and kindness, role models excitement for her/his position, demonstrates selfless service to others, helps further the district and/or building mission and goals.

Selection committee will be composed of two Board of Education members and the Superintendent.

This award will be presented periodically each school year as determined by the Board of Education.

Recipients will be awarded a plaque and are invited to attend a regular board meeting after being selected.

**Panther Pride!**





# FCCLA

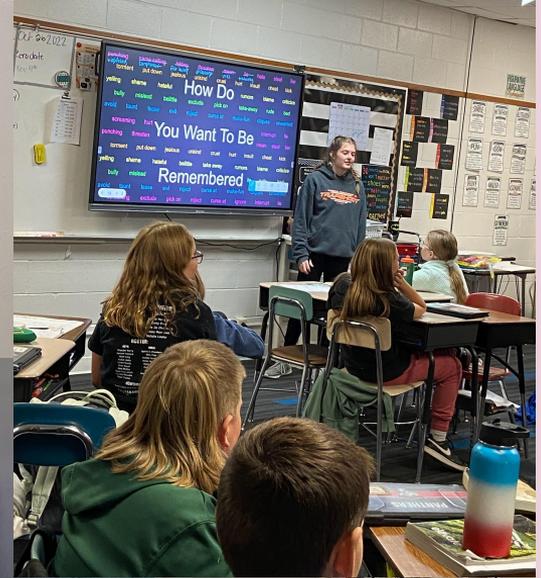
Faith Green and Carter Herrington



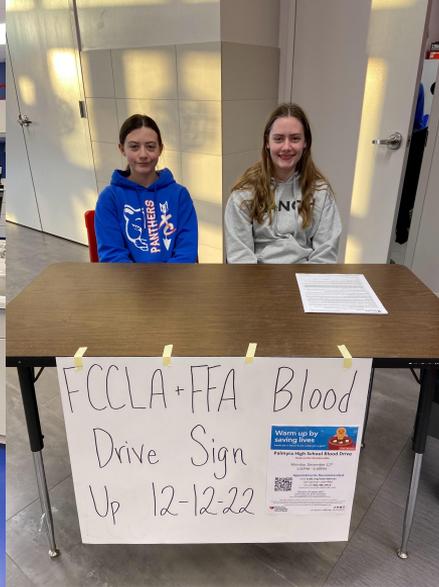
# Socials



# Awareness



# Service Activities



# Competitions

Name of Individual/Chapter being Nominated \*

Palmyra FCCLA

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Chapter of Nominee \*

Palmyra FCCLA

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Name of Project/Initiative \*

After School Program.

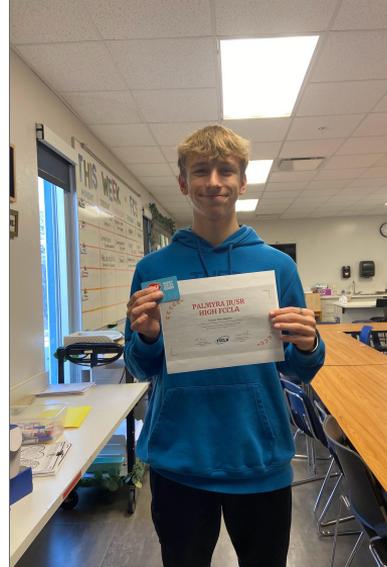
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Describe the project/initiative that the nominee has worked on. What is the project about? \*  
Who has it reached?

The project our chapter worked on was the after school program. We help a competitive fundraiser to increase our school's participation. We used the money to buy toys, games, and snacks for our elementary students. This project reached the majority of our elementary school.

**AWARD OPTION TABLE**  
Place an X next to each of the boxes you completed & have attached evidence for.

MEMBERSHIP	LEADERSHIP	PROMOTING FCCLA	COMPETITIVE EVENTS & PROGRAMS
<input checked="" type="checkbox"/> <ul style="list-style-type: none"> <li>Recruit Members</li> <li>Attach a short description and picture(s) of the efforts given to recruit new members. Be sure to include the number of students reached in your efforts as well as the number of members who joined!</li> </ul>	<input checked="" type="checkbox"/> <ul style="list-style-type: none"> <li>Complete a leadership development opportunity with the membership(s) of the organization. This may be a "member or the advisor"</li> <li>Attach a description of the activity and pictures of the members engaged in the activity, who joined!</li> </ul>	<input checked="" type="checkbox"/> <ul style="list-style-type: none"> <li>Keep track of your chapter's social media posts (i.e. number of posts/tweets as well as the number of "likes", "retweets", "likes", etc.)</li> <li>Attach a complete summary with numbers that reflect your chapter's social media output!</li> </ul>	<input checked="" type="checkbox"/> <ul style="list-style-type: none"> <li>Complete a Footnote/track program.</li> <li>Attach a Planning Process worksheet allowing what your chapter did, including the results.</li> </ul>
<input checked="" type="checkbox"/> <ul style="list-style-type: none"> <li>Retain Members</li> <li>Attach a short description and picture(s) of any events/activities that your chapter does to retain members throughout the school year!</li> </ul>	<input checked="" type="checkbox"/> <ul style="list-style-type: none"> <li>Develop a Program of Work for the year for your chapter.</li> <li>Attach calendar, handout, booklet, etc. that is sent out/distributed to members.</li> </ul>	<input checked="" type="checkbox"/> <ul style="list-style-type: none"> <li>Seek out funding opportunities for Palmyra FCCLA and apply for the Chapter Developer Award!</li> <li>Attach a copy of the Chapter Developer Award nomination form.</li> </ul>	<input checked="" type="checkbox"/> <ul style="list-style-type: none"> <li>Participate in District STAR Events or Online STAR Events.</li> <li>Attach the list of events with names of chapter members that participated in these events.</li> </ul>
<input checked="" type="checkbox"/> <ul style="list-style-type: none"> <li>Recognize Members</li> <li>Attach a list of awards, scholarships, etc., your chapter members applied for, and other ways your chapter recognizes its members.</li> </ul>	<input checked="" type="checkbox"/> <ul style="list-style-type: none"> <li>Complete a project for the Community Service National Program.</li> <li>Attach a Planning Process worksheet, a copy of the National or national National Program Award application, or an article with a picture.</li> </ul>	<input checked="" type="checkbox"/> <ul style="list-style-type: none"> <li>Submit a nomination for National Chapter or Member of the Month.</li> <li>Attach a copy of the application submission form.</li> <li>OR</li> <li>Submit a nomination for the Sunday Spotlight!</li> <li>Attach a copy of the application submission form.</li> </ul>	<input checked="" type="checkbox"/> <ul style="list-style-type: none"> <li>Participate in one of the Outreach Projects offered by the State Peer Officer Team.</li> <li>Attach a copy of the completed SPOT Outreach Project Report Form.</li> </ul>
<input type="checkbox"/> <ul style="list-style-type: none"> <li>Alumni Engagement</li> <li>Develop an initiative that engages your chapter's FCCLA alumni. Attach a Planning Process worksheet showing what your chapter did, including the results.</li> </ul>	<input checked="" type="checkbox"/> <ul style="list-style-type: none"> <li>According to our bylaws, an active chapter must attend 3 (three) jobbing events (FWSB, Grand STAR, Regatta, Peer Recognition Conference, etc.)</li> <li>State STAR Events, and all apply for a SPOT Award of Chapter Award.</li> <li>Attach evidence (photographs, articles from paper, etc.) of all of these events.</li> </ul>	<input checked="" type="checkbox"/> <ul style="list-style-type: none"> <li>Promote to a local school or community organization about FCCLA (i.e. Lion's Club, Kiwanis, Board of Education, NEA, etc.)</li> <li>Attach the promotional piece since you shared with them as well as any other participation in the opportunity.</li> </ul>	<input checked="" type="checkbox"/> <ul style="list-style-type: none"> <li>Participate in State STAR Events, Skills Demonstration Events, FCCLA Knowledge Matters Simulation, or FCCLA Leadership Knowledge Bowl.</li> <li>Attach the list of events with names of chapter members that participated in these events.</li> </ul>
<input type="checkbox"/> <ul style="list-style-type: none"> <li>Host a school-wide event where non-members are invited and use the time to educate non-members</li> <li>Attach FCCLA and FCS.</li> <li>Attach a Planning Process worksheet showing what your chapter did, including the results.</li> </ul>	<input checked="" type="checkbox"/> <ul style="list-style-type: none"> <li>Have a membership run for or be selected to serve on the Nebraska State Officer Team or State Peer Officer</li> <li>Attach FCCLA and FCS.</li> <li>Attach a picture of the officer with their name on the final page of their officer application.</li> </ul>	<input checked="" type="checkbox"/> <ul style="list-style-type: none"> <li>Promote your chapter involvement in your local newspaper, radio station, or TV channel.</li> <li>Attach a newspaper article, link to a radio broadcast or PSA video, or link to a TV segment.</li> </ul>	<input checked="" type="checkbox"/> <ul style="list-style-type: none"> <li>Participate in the JV or Varsity LifeSkills competition OR complete three monthly TeamTrax outside.</li> <li>Attach a list of students who participated and attach when competition they participated in.</li> </ul>





Family, Career and Community

**FCCLA®**

Leaders of America

**The Ultimate  
Leadership  
Experience**

**District OR-1**

**Potential “Conflict of Interest” Statement :**

*Please Note: This statement will be read by the individual*

Out of an abundance of caution, I, Brandon Desh, hereby declare a potential conflict of interest and I am abstaining from voting on the Benesh *Proposal for Geotechnical Services* for the amount of **\$6,700** for the month of **January 2023** in the consent agenda for this meeting.

I have signed and filed this written disclosure with the secretary of the Board. I have also included a NADC FORM C-2A for reference.

It is my intent to vote on all other remaining items listed on the consent agenda.

My vote on the remainder of the consent items should not be taken as a vote one way or the other on the item(s) which I have identified or any of the matters set forth therein or related thereto.

Monday, January 16th, 2022

**Date:**



\_\_\_\_\_  
**Board Member (Brandon Desh)**

RESOLUTION

RESOLVED, that the official depository of school funds for this School District is hereby designated to be *Farmers & Merchants of Palmyra, Riverstone Bank, and Countryside Bank* and that the designation of any other institution as the depository of school funds is hereby withdrawn.

The above Resolution, having been read in its entirety, member Dean Busch moved for its passage and adoption, and member Tim Cheney seconded the same. After discussion and roll call vote, the following members voted in favor of passage and adoption of the above Resolution: Dean Busch, Jaimi Calfee, Brandon Desh, Dee Moore, Josh Penfelman, Tim Cheney

The following members voted against the same: None

The following members were absent or not voting: None

The above Resolution, having been consented to and approved by more than a majority of the members of the School Board of this School District, was declared as passed and adopted by the President at a duly held and lawfully convened meeting in full compliance with the Nebraska open meetings law.

DATED this 16<sup>th</sup> day of January, 2023.

District OR-1 Public Schools

BY: Brandon Desh  
President

Attest: [Signature]  
Secretary

Legal Reference: Neb. Rev. Stat. §§ 77-2350 and 77-2350.01

Date of Adoption: June 12, 2017  
Reviewed: February 14, 2022



District OR-1: Home of the Panthers!

## District OR-1

### Board Member Oath of Office

Board members are officials of the state. As a public official, each board member must pledge to uphold the Nebraska and the United States Constitution and carry out the responsibilities of the office to the best of the board member's ability.

Each newly elected school board member shall be given the following oath of office at the first meeting attended as an elected member prior to taking any action as a school official. The superintendent shall administer this oath of office:

*"I, **Dee Moore**, do solemnly swear that I will support the Constitution of the United States and the Constitution of the State of Nebraska, against all enemies, foreign and domestic; that I will bear true faith and allegiance to the same; that I take this obligation freely and without mental reservation or for purpose of evasion; and that I will faithfully and impartially perform the duties of the office of the District OR-1 Board of Education according to law, and to the best of my ability. And I do further swear that I do not advocate, nor am I a member of any political party or organization that advocates the overthrow of the government of the United States or of this state by force or violence; and that during such time as I am in this position I will not advocate nor become a member of any political party or organization that advocates the overthrow of the government of the United States or of this state by force or violence. So help me God."*

**Legal Reference:** Neb. Statute 11-101  
79-552 (Class V)

**Cross Reference:** 101 Legal Status of the School District  
201.01 Board Powers and Responsibilities  
201.02 Board Membership - Elections/Appointment  
202.01 Board Member Code of Ethics

**Approved:** Monday, January 16th, 2023

**Board Member Signature:** Dee Moore **Date:** 1/14/2023

**Board President Signature:** Bradley Dick **Date:** 1/16/2023



District OR-1: Home of the Panthers!

## District OR-1

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Each newly elected school board member shall be given the following oath of office at the first meeting attended as an elected member prior to taking any action as a school official. The superintendent shall administer this oath of office:

*"I, **Dean Busch**, do solemnly swear that I will support the Constitution of the United States and the Constitution of the State of Nebraska, against all enemies, foreign and domestic; that I will bear true faith and allegiance to the same; that I take this obligation freely and without mental reservation or for purpose of evasion; and that I will faithfully and impartially perform the duties of the office of the District OR-1 Board of Education according to law, and to the best of my ability. And I do further swear that I do not advocate, nor am I a member of any political party or organization that advocates the overthrow of the government of the United States or of this state by force or violence; and that during such time as I am in this position I will not advocate nor become a member of any political party or organization that advocates the overthrow of the government of the United States or of this state by force or violence. So help me God."*

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201.01 Board Powers and Responsibilities  
201.02 Board Membership - Elections/Appointment  
202.01 Board Member Code of Ethics

**Approved:** Monday, January 16th, 2023

**Board Member Signature:**

Dean Busch

**Date:** 1/16/2023

**Board President Signature:**

Brandon Doh

**Date:** 1/16/23



District OR-1: Home of the Panthers!

## District OR-1

### Board Member Oath of Office

Board members are officials of the state. As a public official, each board member must pledge to uphold the Nebraska and the United States Constitution and carry out the responsibilities of the office to the best of the board member's ability.

Each newly elected school board member shall be given the following oath of office at the first meeting attended as an elected member prior to taking any action as a school official. The superintendent shall administer this oath of office:

*"I, **Josh Penterman**, do solemnly swear that I will support the Constitution of the United States and the Constitution of the State of Nebraska, against all enemies, foreign and domestic; that I will bear true faith and allegiance to the same; that I take this obligation freely and without mental reservation or for purpose of evasion; and that I will faithfully and impartially perform the duties of the office of the District OR-1 Board of Education according to law, and to the best of my ability. And I do further swear that I do not advocate, nor am I a member of any political party or organization that advocates the overthrow of the government of the United States or of this state by force or violence; and that during such time as I am in this position I will not advocate nor become a member of any political party or organization that advocates the overthrow of the government of the United States or of this state by force or violence. So help me God."*

**Legal Reference:** Neb. Statute 11-101  
79-552 (Class V)

**Cross Reference:** 101 Legal Status of the School District  
201.01 Board Powers and Responsibilities  
201.02 Board Membership - Elections/Appointment  
202.01 Board Member Code of Ethics

**Approved:** Monday, January 16th, 2023

**Board Member Signature:**

A handwritten signature in black ink, appearing to read "Josh Penterman".

**Date:** 1/16/23

**Board President Signature:**

A handwritten signature in black ink, appearing to read "Brandon Dahl".

**Date:** 1/14/23

## **Board of Education Regular Meeting**

Monday, January 16, 2023 7:00 PM

Media Center at the Palmyra District OR-1 Public Schools

425 F Street

Palmyra, NE 68418

### **District Mission:**

**“Together we prepare our students to successfully meet the challenges of the future.”**

**Strategic Goal 1:** District OR-1 Public Schools will provide the facilities needed to be competitive with other area schools in athletics and fine arts programs.

**Strategic Goal 2:** District OR-1 Public Schools will foster a unified community.

**Strategic Goal 3:** District OR-1 Public Schools will continuously implement (academic) programs and the curriculum needed to remain competitive with other area schools.

Attendance Taken at 7:01 PM.

Dean Busch: Present

Jaimi Calfee: Present

Tim Cheney: Present

Brandon Desh: Present

Dee Moore: Present

Josh Penterman: Present

### 1. Call to Order and Pledge of Allegiance

- Board President Desh called the meeting to order at **7:00 p.m.**
- Board President Desh led the board and the patrons in attendance in the Pledge of Allegiance.

### 2. Announcement of the Open Meetings Act Posting

- Board President Desh identified the location of the updated Open Meetings Act Poster on the wall in the meeting room.

### 3. Introduction / Installation of New and Re-elected Board Members

#### 3.1. New and Re-Elected Board Members: Oaths of Office

- All newly elected (and re-elected) board members recited the "Oath of Office".

### 4. Annual Reorganization of the Board

4.1. Election of Superintendent: Temporary Chair for Board President Nominations Motion to approve officers, committee assignments, designations, policies, and resolutions. This motion, made by Josh Penterman and seconded by Dee Moore, Passed.

Dean Busch: Yea, Jaimi Calfee: Yea, Tim Cheney: Yea, Brandon Desh: Yea, Dee Moore: Yea, Josh Penterman: Yea

- Superintendent Hart temporarily took over the chairperson role and board members nominated Brandon Desh for Board President and Jaimi Calfee for Vice President.
- The vote tally count for the Board President was six members voting yes and zero members voting no. Brandon Desh was elected President for 2023: **6-0**.
- The vote tally count for the Board Vice-President was six members voting yes and zero members voting no. Jaimi Calfee was elected Vice President for 2023: **6-0**.
- No further discussion.

4.2. Approval of officers, committees, positions, designations, and resolutions Motion to approve officers, committee assignments, designations, policies, and resolutions. This motion, made by Dean Busch and seconded by Tim Cheney, Passed.

Dean Busch: Yea, Jaimi Calfee: Yea, Tim Cheney: Yea, Brandon Desh: Yea, Dee Moore: Yea, Josh Penterman: Yea

- No further discussion.

## 5. Staff and Student Presentations

- Special thanks to Mrs. McCreight, Mr. Furrow, and our students for sharing their knowledge and special talents with the board.
- The week of **January 22nd - January 29th** serves as **School Board Recognition Week** in Nebraska.
- This month, we would like to formally recognize the District OR-1 Board of Education for their work and dedication to the students, staff, and patrons of our community.
  - Current board members are Mr. Dean Busch, Mrs. Jaimi Calfee, Mr. Tim Cheney, Mr. Brandon Desh, Mrs. Dee Moore, and Mr. Josh Penterman
  - We greatly appreciate your service to our district.
- The nomination form for the *Excellence in Education Award* is also attached to this agenda item.

No further discussion.

6. Consent Agenda Motion to approve the consent agenda as presented. This motion, made by Tim Cheney and seconded by Josh Penterman, Passed.

Dean Busch: Yea, Jaimi Calfee: Yea, Tim Cheney: Yea, Brandon Desh: Yea, Dee Moore: Yea, Josh Penterman: Yea

- Brandon Desh recited his "Conflict of Interest" statement in accordance with policy guidelines.
- No further discussion.

## 6.1. Approval of Board Agenda

## 6.2. Approval of minutes of previous meetings

## 6.3. Approval of Claims/Payment of Bills and Payroll

### 6.3.1. Conflict of Interest Statement

- It shall be the policy of District OR-1 Public Schools that any contract whether oral or written, formal or informal, which is entered into by the school district and in which a member of the Board of Education is directly or indirectly interested, is voidable unless certain reporting, disclosure, and abstention requirements are met.
  - A "**Conflict of Interest**" statement submitted by Brandon Desh is attached to the agenda item.

## 6.4. Certificated/Classified Hire(s)/Reassignment(s)/Resignation(s)

## 6.5. Financial Report

## 7. Public Comment

- Public Comment was provided by Craig Bolz of Palmyra.

## 8. Administrative Reports

### 8.1. Superintendent's Report Superintendent Hart presented information on the following topics:

- **Parent Meeting Information: January 11, 2023:** The meeting contained information about students and the impact of social media. The meeting was well attended and staff appreciated the presence of parents in attendance for their input and engagement.
- **Superintendent 2022-2023 Goals Presentation:** Mr. Hart presented information relative to his goals for the 2022-2023 school year.
- **Upcoming Community Meetings:** *See attached document updated January 13th, 2023*
- **Staff, Students, and Community Kudos:** Special thanks to students for their outstanding work in a national Microsoft Excel competition and the Bennet Water Tower Design contest.
- **Student Enrollment Update:** See attached document. The current enrollment as of January 16th was 725 students Pre-K- 12.
- **CTE Concentrators and Career Readiness Standards:** see attached document.
- **School Improvement Process Update:** Mr. Johnson and Ms. Walter provided information relative to the Continuous Improvement Process and our external team accreditation visit later this spring.
- **Legislative Preview and Update:** Legislative Notes: New Faces document is attached.
- **2023-2024 District Calendar Discussion:** *See attached document*

Additional discussion centered around the possibility of having community service hours required for students in order to complete high school graduation. The importance of giving back to the community was brought up and helping students understand the concept and develop experience with "volunteerism" is a valuable life skill for students.

### 8.1.1. Building Expansion Plans and 2022 Bond Update

- Information was shared and discussed regarding the attached building site plan documents.
- The next Community information meeting is scheduled for **Wednesday, January 25th, 2023** at Palmyra High School beginning at 6:00 p.m. in the media center.

### 8.1.2. Student Enrollment Update

- The current enrollment as of January 16th is attached to this agenda item.
- No further discussion.

### 8.1.3. Review School 2023-2024 "Draft" Calendar

- Board members reviewed the draft and provided additional input regarding school start times and alignment with school activities.
- A final draft of the calendar will be on the agenda for approval at the February 13th regular board meeting.

### 8.2. Administrative Team Report

- Mr. Johnson and Ms. Walter presented information about report cards, student testing, the Continuous Improvement Process, the Chick-Fil-A Leadership Academy, elementary student council, and parent-teacher conferences coming up on **Tuesday, February 7th, from 2-8 p.m.**

### 9. Discussion Items- Committee Reports

#### 9.1. Strategic Planning Update

- The next Strategic Overview Committee meeting is scheduled for Monday, January 23rd at 6:00 p.m. at Palmyra High School in the media center.
- No further discussion.

#### 9.2. Negotiations Committee Update

- Negotiations Committee members discussed the 2023-2024 compensation increase recommendation for the building principals.
- The Negotiations Committee will meet prior to the February 13th Regular board meeting to discuss classified staff compensation.

### 10. Policy Review

- The 8000 and 9000 Policy Series will be reviewed at the **February 13th** regular board meeting.
- Additional discussion was held in relation to policies involving social media and the use of personal electronic devices for students at school.

### 10.1. Review of "Conflict of Interest" Documents

- Relevant documents are attached to this agenda item.
- No further discussion.

### 10.2. Review Code of Ethics Policy #8272

- Relevant documents are attached to this agenda item.
- No further discussion.

## 11. Action Items

11.1. Discuss, consider and take action to select the district's Title IX Coordinator. Motion to appoint Heath Johnson (High School Principal) to be the district's Title IX Coordinator. This motion, made by Jaimi Calfee and seconded by Tim Cheney, Passed.

Dean Busch: Yea, Jaimi Calfee: Yea, Tim Cheney: Yea, Brandon Desh: Yea, Dee Moore: Yea, Josh Penterman: Yea

- No further discussion.

11.2. Presentation, discussion, and or official action to approve compensation increases for administrative staff Motion to approve compensation increases for the administrative staff. This motion, made by Dean Busch and seconded by Jaimi Calfee, Passed.

Dean Busch: Yea, Jaimi Calfee: Yea, Tim Cheney: Yea, Brandon Desh: Yea, Dee Moore: Yea, Josh Penterman: Yea

- The Negotiations Committee recommended a 4.0% increase.

11.3. Presentation, discussion, and or official action to designate the Superintendent as the authorized representative for Federal and State programs. Motion to approve. This motion, made by Josh Penterman and seconded by Dee Moore, Passed.

Dean Busch: Yea, Jaimi Calfee: Yea, Tim Cheney: Yea, Brandon Desh: Yea, Dee Moore: Yea, Josh Penterman: Yea

- No further discussion.

## 12. Board of Education Development

- Board members are encouraged to attend these professional development opportunities and they will let Superintendent Hart know of their intent to participate.

## 13. Closed Session

- No closed session.

## 14. Topics for Next Month's Agenda

- No further discussion.

## 15. Adjournment

- The meeting was adjourned at: 8:42 a.m.

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Chairperson

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Superintendent

**Designated Bill Summary**  
**Superintendent Report: Regular Board Meeting:**  
**Date: Monday, February 13th, 2023**

**TO:** Palmyra District OR-1 BOE

**From:** Michael Hart

**Re:** Designated Bill Summary Report for BOE meeting

- Next month's regular board meeting is scheduled for **Monday, March 13th, 2023 at 7:00 p.m.** at Palmyra High School in the media center.

**A. Consent Agenda Expenditures**

**QCPUF Claims:**

- *No claims this month. The next payment is in **June of 2023.***

**Depreciation Fund Claims:**

- None

**2022 Construction Fund Claims:**

- Please note that this account was opened to secure proceeds and facilitate payment from the initial 2022 bond issuance.
  - **Clark and Enersen: \$175,075.58** - Architectural Services

**Bond Fund:**

- *None this month. The next payment is in **June of 2023.***

**Special Building Claims:**

- None this month.

**General Fund Claims: Total claims: \$98,346.00**

- **Access Systems Leasing: \$3,142.57** - Copiers at the elementary and high school
- **Casey's: \$402.54** – Bus and vehicle fuel expenses / misc.
- **Craig Home Health Resources: \$1,556.99** - Contracted special education nursing services
- **ESU #6: \$462.71** - Technology services and professional development
- **Facility Advocates: \$2,517.08** - High school and elementary repairs and maintenance
- **High Standards Cleaning: \$3,120** - High school and elementary custodial contracted services.
- **John Henry's: \$2,864.02** - High school and elementary maintenance
- **Midwest Bus Repair: \$9,397.50** - Vehicle repair and maintenance
- **Metal Doors and hardware: \$2,061.00** - locks, door repairs, and maintenance
- **NASB: \$619.00** - Board and Superintendent Professional Development
- **Nebraska City Utilities: \$12,134.22** – Utilities
- **Nebraska Mental Health Center: \$1,200** - Student screening services
- **Nebraska Orthopedic Center: \$1,680** - High school student services
- **Pioneer Cleaning: \$6,276.00** - Elementary cleaning services
- **Southwest Auto: \$11,357.48** - Vehicle inspections, repairs, and maintenance
- **Software Unlimited: \$785.00** - Staff training and support for office personnel
- **Summit Fire Protection: \$1,838.00** – Fire protection services and equipment maintenance
- **Village of Bennet: \$516.78** - Water, electricity, and sewer bill
- **Village of Palmyra: \$498.00**– Water and sewer bill
- **Wood River Energy: \$ 8,723.18** - Elementary and high school natural gas
- **Whitehead Oil: \$4,516.16** - Diesel fuel

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PO Number	Invoice Number	Vendor Name	Invoice Date	Amount
Account Number		Detail Description		Amount
Checking Account ID 1		Fund Number 01 GENERAL FUND		
	33322999	Access Systems Leasing	02/13/2023	3,142.57
01 1100 440 001		HS Copier Lease		1,571.29
01 1100 440 003		Elem Copier Lease		1,571.28
Total	Access Systems Leasing			3,142.57
	INV1306239	Access Systems	02/13/2023	108.99
01 1100 610 001		HS General Supplies		108.99
Total	Access Systems			108.99
	DN046 - 02222023	CASEY'S BUSINESS MASTERCARD	02/13/2023	402.54
01 2710 626 000		Bus Gas and Oil		402.54
Total	CASEY'S BUSINESS MASTERCARD			402.54
	01192023	Chaffee, Michael	02/13/2023	42.90
	SCCBOOK			
01 1920		EDUCATION QUEST FOUNDATION		42.90
Total	Chaffee, Michael			42.90
	02072023 DOTEX	COMPLETE CHIROPRACTIC & WELLNESS	02/13/2023	65.00
	KK	CENTER		
01 2710 890 000		Bus Misc. Expenses		65.00
	022023 DOTEX JF	COMPLETE CHIROPRACTIC & WELLNESS	02/13/2023	65.00
		CENTER		
01 2710 890 000		Bus Misc. Expenses		65.00
Total	COMPLETE CHIROPRACTIC & WELLNESS	CENTER		130.00
	7-9249-07	CRAIG RESOURCES INC	02/13/2023	310.50
01 1200 320 001		Sped HS Contracted Service		310.50
	7-9249-08	CRAIG RESOURCES INC	02/13/2023	1,246.49
01 1200 320 001		Sped HS Contracted Service		1,246.49
Total	CRAIG RESOURCES INC			1,556.99
	1351984	DAS State ACCTG-Central Finance	02/13/2023	238.13
01 2224 530 000		Internet Service		238.13
Total	DAS State ACCTG-Central Finance			238.13
	01312023 -	DFC Inc. Decker's Food Center	02/13/2023	242.74
	GENERAL			
01 1100 610 001		HS General Supplies		68.17
01 1100 610 001		HS General Supplies		40.45
01 1100 610 003		Elem General Supplies		15.53
01 1100 610 001		HS General Supplies		6.48
01 1100 610 001		HS General Supplies		37.67
01 1100 610 001		HS General Supplies		35.54
01 1190 610 003		ECEP GENERAL SUPPLIES		38.90
Total	DFC Inc. Decker's Food Center			242.74
	FC8840	DIETZE MUSIC HOUSE	02/13/2023	6.57
01 1100 610 001 2 102		HS INSTRUMENTAL SUPPLIES		6.57
Total	DIETZE MUSIC HOUSE			6.57
	15050	DIVERSIFIED DRUG TESTING LLC	02/13/2023	275.00
01 1100 320 001		HS Services/Assessments		275.00

PO Number	Invoice Number	Vendor Name	Invoice Date	Amount
Account Number		Detail Description		Amount
01 2710 890 000	15872	DIVERSIFIED DRUG TESTING LLC Bus Misc. Expenses	02/13/2023	230.00
01 1100 320 001	15873	DIVERSIFIED DRUG TESTING LLC HS Services/Assessments	02/13/2023	275.00
01 1100 320 001	15891	DIVERSIFIED DRUG TESTING LLC HS Services/Assessments	02/13/2023	290.00
<b>Total</b>		<b>DIVERSIFIED DRUG TESTING LLC</b>		<b>1,070.00</b>
01 1100 330 001	10186	EDUCATIONAL SERVICE UNIT #4 HS Professional Development	02/13/2023	15.00
<b>Total</b>		<b>EDUCATIONAL SERVICE UNIT #4</b>		<b>15.00</b>
01 2224 530 000	18169	EDUCATIONAL SERVICE UNIT #6 Internet Service	02/13/2023	462.71
<b>Total</b>		<b>EDUCATIONAL SERVICE UNIT #6</b>		<b>462.71</b>
01 1100 735 001	PS00000190	ESU Coordinating Council HS Technology Software	02/13/2023	112.50
01 1100 735 003		Elem Technology Software		112.50
<b>Total</b>		<b>ESU Coordinating Council</b>		<b>225.00</b>
01 2620 431 001	1597	FACILITY ADVOCATES HS Repairs & Maintenance	02/13/2023	772.20
01 2620 431 001	1598	FACILITY ADVOCATES HS Repairs & Maintenance	02/13/2023	1,272.38
01 2620 431 001	1601	FACILITY ADVOCATES HS Repairs & Maintenance	02/13/2023	472.50
<b>Total</b>		<b>FACILITY ADVOCATES</b>		<b>2,517.08</b>
01 1370	02072023 PREK REIMB	FEES, JESSE & SARAH PRESCHOOL TUITION & FEES	02/13/2023	725.00
<b>Total</b>		<b>FEES, JESSE &amp; SARAH</b>		<b>725.00</b>
01 2510 890 000	FEB2023 PAYFLEX	FIRST CONCORD BENEFITS Superintendent Secretary Misc. Expenses	02/13/2023	348.00
<b>Total</b>		<b>FIRST CONCORD BENEFITS</b>		<b>348.00</b>
01 2610 610 001	008573	FRONTIER COOPERATIVE HS Custodian Supplies	02/13/2023	376.00
<b>Total</b>		<b>FRONTIER COOPERATIVE</b>		<b>376.00</b>
01 2620 420 003	1002	HIGH STANDARDS CLEANING SERVICES Elem Cleaning Service	02/13/2023	420.00
01 2620 420 001	1009	HIGH STANDARDS CLEANING SERVICES HS Cleaning Service	02/13/2023	2,700.00
<b>Total</b>		<b>HIGH STANDARDS CLEANING SERVICES</b>		<b>3,120.00</b>
01 2610 610 003	723836557	HOME DEPOT PRO, THE Elem Custodian Supplies	02/13/2023	418.81
01 2610 610 003	725121404	HOME DEPOT PRO, THE Elem Custodian Supplies	02/13/2023	612.80
<b>Total</b>		<b>HOME DEPOT PRO, THE</b>		<b>1,031.61</b>

PO Number	Invoice Number	Vendor Name	Invoice Date	Amount
Account Number		Detail Description		
	364966001	J.W. PEPPER & SON INC.	02/13/2023	
01 1100 610 001 2 102		HS INSTRUMENTAL SUPPLIES		110.00
	364978955	J.W. PEPPER & SON INC.	02/13/2023	
01 1100 610 001 2 103		HS VOCAL SUPPLIES		54.74
Total	J.W. PEPPER & SON INC.			<u>164.74</u>
	456989	JOHN HENRY'S PLUMBING-HEATING-AIR	02/13/2023	
01 2620 431 001		HS Repairs & Maintenance		1,166.69
	457182	JOHN HENRY'S PLUMBING-HEATING-AIR	02/13/2023	
01 2620 431 001		HS Repairs & Maintenance		529.00
	462747	JOHN HENRY'S PLUMBING-HEATING-AIR	02/13/2023	
01 2620 431 003		Elem Repairs & Maintenance		585.73
	462802	JOHN HENRY'S PLUMBING-HEATING-AIR	02/13/2023	
01 2620 431 001		HS Repairs & Maintenance		582.60
Total	JOHN HENRY'S PLUMBING-HEATING-AIR			<u>2,864.02</u>
	012023 MIL DK	Knutson, Denise	02/13/2023	
01 1100 333 003		Elem Mileage		88.43
Total	Knutson, Denise			<u>88.43</u>
	INV728246	KURITA AMERICA INC	02/13/2023	
01 2610 431 003		Elem Upkeep of Building		383.57
Total	KURITA AMERICA INC			<u>383.57</u>
	0027071229	MATHESON-TRI-GAS INC	02/13/2023	
01 1100 610 001		HS General Supplies		57.75
	52118835	MATHESON-TRI-GAS INC	02/13/2023	
01 1100 610 001		HS General Supplies		61.31
Total	MATHESON-TRI-GAS INC			<u>119.06</u>
	QRT32022 MIL BM	McCreight, Beth	02/13/2023	
01 1100 333 001		HS Mileage		219.38
Total	McCreight, Beth			<u>219.38</u>
	1778	MENARDS	02/13/2023	
01 2610 610 001		HS Custodian Supplies		138.04
	1884	MENARDS	02/13/2023	
01 1100 610 001		HS General Supplies		34.00
	2161	MENARDS	02/13/2023	
01 1200 610 001		Sped HS Supplies		34.17
	2360	MENARDS	02/13/2023	
01 1100 610 001		HS General Supplies		84.05
	2891	MENARDS	02/13/2023	
01 1100 610 001		HS General Supplies		68.90
	3092	MENARDS	02/13/2023	
01 1100 610 001		HS General Supplies		41.98
	3318	MENARDS	02/13/2023	
01 1100 610 001		HS General Supplies		13.96
	99395	MENARDS	02/13/2023	
01 1100 610 001		HS General Supplies		15.47
Total	MENARDS			<u>430.57</u>

PO Number	Invoice Number	Vendor Name	Invoice Date	Amount
Account Number		Detail Description		Amount
01 2620 431 001	73015	Metal Doors and Hardware Co.	02/13/2023	35.00
		HS Repairs & Maintenance		35.00
01 2620 431 001	73017	Metal Doors and Hardware Co.	02/13/2023	2,026.00
		HS Repairs & Maintenance		2,026.00
<b>Total</b>	<b>Metal Doors and Hardware Co.</b>			<b>2,061.00</b>
01 2730 431 000	0123-111111	Midwest Bus Repair	02/13/2023	201.50
		BUS & VEHICLE SERVICING & MAINTENANCE		201.50
01 2730 431 000	0123-111112	Midwest Bus Repair	02/13/2023	179.75
		BUS & VEHICLE SERVICING & MAINTENANCE		179.75
01 2730 431 000	0123-111113	Midwest Bus Repair	02/13/2023	96.00
		BUS & VEHICLE SERVICING & MAINTENANCE		96.00
01 2730 431 000	0123-111114	Midwest Bus Repair	02/13/2023	68.75
		BUS & VEHICLE SERVICING & MAINTENANCE		68.75
01 2730 431 000	0123-111115	Midwest Bus Repair	02/13/2023	83.00
		BUS & VEHICLE SERVICING & MAINTENANCE		83.00
01 2730 431 000	0123-111117	Midwest Bus Repair	02/13/2023	150.00
		BUS & VEHICLE SERVICING & MAINTENANCE		150.00
01 2730 431 000	0123-292957	Midwest Bus Repair	02/13/2023	886.77
		BUS & VEHICLE SERVICING & MAINTENANCE		886.77
01 2730 431 000	0123-371571	Midwest Bus Repair	02/13/2023	5,130.00
		BUS & VEHICLE SERVICING & MAINTENANCE		5,130.00
01 2730 431 000	0123-531768	Midwest Bus Repair	02/13/2023	81.04
		BUS & VEHICLE SERVICING & MAINTENANCE		81.04
01 2730 431 000	0123-965568	Midwest Bus Repair	02/13/2023	95.00
		BUS & VEHICLE SERVICING & MAINTENANCE		95.00
01 2730 431 000	0922-232308	Midwest Bus Repair	02/13/2023	111.90
		BUS & VEHICLE SERVICING & MAINTENANCE		111.90
01 2730 431 000	0922-LJ5388	Midwest Bus Repair	02/13/2023	141.36
		BUS & VEHICLE SERVICING & MAINTENANCE		141.36
01 2730 431 000	1122-267895	Midwest Bus Repair	02/13/2023	825.00
		BUS & VEHICLE SERVICING & MAINTENANCE		825.00
01 2730 431 000	1122-292957	Midwest Bus Repair	02/13/2023	815.00
		BUS & VEHICLE SERVICING & MAINTENANCE		815.00
01 2730 431 000	1222-292957	Midwest Bus Repair	02/13/2023	461.23
		BUS & VEHICLE SERVICING & MAINTENANCE		461.23
01 2730 431 000	1222-965568	Midwest Bus Repair	02/13/2023	71.20
		BUS & VEHICLE SERVICING & MAINTENANCE		71.20
<b>Total</b>	<b>Midwest Bus Repair</b>			<b>9,397.50</b>
01 2610 431 003	12574	Midwest Walls & Landscape, Inc.	02/13/2023	700.00
		Elem Upkeep of Building		700.00
<b>Total</b>	<b>Midwest Walls &amp; Landscape, Inc.</b>			<b>700.00</b>

PO Number	Invoice Number	Vendor Name	Invoice Date	Amount
Account Number		Detail Description		
	9001668582	NASSP/NHS	02/13/2023	
01 2900 610 001 0 012		National Honor Society		385.00
Total NASSP/NHS				<u>385.00</u>
	O-1031	NCECBVI	02/13/2023	
01 2181 591 001		HS VISUALLY IMPAIRED SERVICES		331.20
01 2181 591 001		HS VISUALLY IMPAIRED SERVICES		34.00
01 2181 591 001		HS VISUALLY IMPAIRED SERVICES		119.00
01 2181 591 003		ELEM VISUALLY IMPAIRED SERVICES		119.00
Total NCECBVI				<u>603.20</u>
	47493	NE ASSOCIATION OF SCHOOL BOARDS	02/13/2023	
01 2320 810 000		Superintendent Dues and Fees		300.00
	INV-11782-H9J8W9	NE ASSOCIATION OF SCHOOL BOARDS	02/13/2023	
01 2310 330 000		BOARD PROFESSIONAL DEVELOPMENT		97.00
01 2320 330 000		Superintendent Professional Development		97.00
	INV-11794-Y8X5P4	NE ASSOCIATION OF SCHOOL BOARDS	02/13/2023	
01 2310 330 000		BOARD PROFESSIONAL DEVELOPMENT		125.00
Total NE ASSOCIATION OF SCHOOL BOARDS				<u>619.00</u>
	57-10940	NE SAFETY CENTER @ UNK	02/13/2023	
01 2710 890 000		Bus Misc. Expenses		225.00
Total NE SAFETY CENTER @ UNK				<u>225.00</u>
	1546 - 02072023	NEBRASKA CITY UTILITIES	02/13/2023	
01 2610 621 001		HS Utilities		79.63
	3273 - 02072023	NEBRASKA CITY UTILITIES	02/13/2023	
01 2610 621 003		Elem Utilities		5,248.35
	3321 - 02072023	NEBRASKA CITY UTILITIES	02/13/2023	
01 2610 621 001		HS Utilities		5,364.45
	39368 - 02072023	NEBRASKA CITY UTILITIES	02/13/2023	
01 2610 621 001		HS Utilities		29.85
	43577 - 02072023	NEBRASKA CITY UTILITIES	02/13/2023	
01 2610 621 001		HS Utilities		88.77
	43679 - 02072023	NEBRASKA CITY UTILITIES	02/13/2023	
01 2610 621 001		HS Utilities		112.40
	44277 - 02072023	NEBRASKA CITY UTILITIES	02/13/2023	
01 2610 621 001		HS Utilities		56.09
	44718 - 02072023	NEBRASKA CITY UTILITIES	02/13/2023	
01 2610 621 001		HS Utilities		1,096.30
	96622 - 02072023	NEBRASKA CITY UTILITIES	02/13/2023	
01 2610 621 001		HS Utilities		58.38
Total NEBRASKA CITY UTILITIES				<u>12,134.22</u>
	022023 BENPHILLIPS	NEBRASKA MENTAL HEALTH CENTERS	02/13/2023	
01 2141 320 001		HS SPED PSYCHOLOGY CONTRACTED SERVICES		1,200.00
Total NEBRASKA MENTAL HEALTH CENTERS				<u>1,200.00</u>

PO Number	Invoice Number	Vendor Name	Invoice Date	Amount
Account Number		Detail Description		Amount
	2023/01/15- NOCATC-PA	NEBRASKA ORTHOPAEDIC CENTER, PC	02/13/2023	1,680.00
01 1100 320 001		HS Services/Assessments		1,680.00
Total		NEBRASKA ORTHOPAEDIC CENTER, PC		<u>1,680.00</u>
	126707	NEBRASKA STATE FIRE MARSHAL	02/13/2023	180.00
01 2610 431 001		HS Upkeep of Building		180.00
Total		NEBRASKA STATE FIRE MARSHAL		<u>180.00</u>
	INV556222	NMC EXCHANGE LLC	02/13/2023	7,046.31
01 2730 431 000		BUS & VEHICLE SERVICING & MAINTENANCE		7,046.31
Total		NMC EXCHANGE LLC		<u>7,046.31</u>
	01032023- 02052023 PT	O'Neil, Jan	02/13/2023	5,246.86
01 6408 320 000		IDEA Part B Birth-4 Pre-diagnosis		851.37
01 6408 320 003		PREK PROFESSIONAL EDUCATIONAL SERVICES		256.75
01 2171 320 003		Physical Therapy Elem Contracted Service		3,371.21
01 2171 320 001		Physical Therapy HS Contracted Service		767.53
Total		O'Neil, Jan		<u>5,246.86</u>
	1502-20230131	ONE SOURCE THE BACKGROUND CHECK COMPANY	02/13/2023	21.00
01 2310 890 000		BOE Misc. Expenses		21.00
Total		ONE SOURCE THE BACKGROUND CHECK COMPANY		<u>21.00</u>
	02072023 PREK REIMB	PETSKA, EVAN & RACHEL	02/13/2023	600.00
01 1370		PRESCHOOL TUITION & FEES		600.00
Total		PETSKA, EVAN & RACHEL		<u>600.00</u>
	3048	PIONEER CLEANING, LLC	02/13/2023	6,276.00
01 2620 420 003		Elem Cleaning Service		6,276.00
Total		PIONEER CLEANING, LLC		<u>6,276.00</u>
	259315	READ NATURALLY	02/13/2023	105.42
01 6200 610 003		Title 1 Supplies		105.42
Total		READ NATURALLY		<u>105.42</u>
	02242023 PHS	RECYCLING ENTERPRISES OF NE, INC.	02/13/2023	120.00
01 2610 431 001		HS Upkeep of Building		120.00
Total		RECYCLING ENTERPRISES OF NE, INC.		<u>120.00</u>
	208131704406	SCHOOL SPECIALTY, LLC	02/13/2023	8.90
01 1100 610 001		HS General Supplies		8.90
Total		SCHOOL SPECIALTY, LLC		<u>8.90</u>
	20221231-15	SOFTWARE UNLIMITED, INC.	02/13/2023	785.00
01 2510 315 000		Accounting and Auditing Services		785.00
Total		SOFTWARE UNLIMITED, INC.		<u>785.00</u>

PO Number	Invoice Number	Vendor Name	Invoice Date	Amount
Account Number		Detail Description		Amount
01 2730 431 000	15917	Southwest Auto BUS & VEHICLE SERVICING & MAINTENANCE	02/13/2023	2,579.18
01 2730 431 000	159385	Southwest Auto BUS & VEHICLE SERVICING & MAINTENANCE	02/13/2023	5,722.42
01 2730 431 000	159468	Southwest Auto BUS & VEHICLE SERVICING & MAINTENANCE	02/13/2023	1,064.90
01 2730 431 000	159520	Southwest Auto BUS & VEHICLE SERVICING & MAINTENANCE	02/13/2023	1,550.78
01 2730 431 000	159589	Southwest Auto BUS & VEHICLE SERVICING & MAINTENANCE	02/13/2023	440.20
<b>Total Southwest Auto</b>			<u>11,357.48</u>	
01 2610 431 001	110404361	SUMMIT FIRE PROTECTION HS Upkeep of Building	02/13/2023	1,140.00
01 2610 431 001	110404362	SUMMIT FIRE PROTECTION HS Upkeep of Building	02/13/2023	179.00
01 2610 431 003	110404363	SUMMIT FIRE PROTECTION Elem Upkeep of Building	02/13/2023	340.00
01 2610 431 003	110404364	SUMMIT FIRE PROTECTION Elem Upkeep of Building	02/13/2023	179.00
<b>Total SUMMIT FIRE PROTECTION</b>			<u>1,838.00</u>	
01 2224 382 003	SI-23-004856	UNITE PRIVATE NETWORKS LLC Elem Distant Learning Connection	02/13/2023	853.54
01 2224 382 001		HS Distant Learning Connection		426.77
<b>Total UNITE PRIVATE NETWORKS LLC</b>			<u>853.54</u>	
01 2610 431 003	764508	Uribe Refuse Services, Inc. Elem Upkeep of Building	02/13/2023	390.00
<b>Total Uribe Refuse Services, Inc.</b>			<u>390.00</u>	
01 2610 410 003	73992	VILLAGE OF BENNET Elem Water & Sewer	02/13/2023	516.78
01 2610 410 003		Elem Water & Sewer		243.99
01 2610 621 003		Elem Utilities		149.92
01 2610 621 003		Elem Utilities		36.56
01 2610 410 003		Elem Water & Sewer		36.56
01 2610 410 003		Elem Water & Sewer		28.50
<b>Total VILLAGE OF BENNET</b>			<u>21.25</u>	
			516.78	
01 2610 410 001	107003 - 1224-12623	VILLAGE OF PALMYRA HS Water & Sewer	02/13/2023	26.00
01 2610 410 001	230001 - 1224-12623	VILLAGE OF PALMYRA HS Water & Sewer	02/13/2023	26.00
01 2610 410 001	257001 - 1224-12623	VILLAGE OF PALMYRA HS Water & Sewer	02/13/2023	26.00
01 2610 410 001	274001 - 1224-12623	VILLAGE OF PALMYRA HS Water & Sewer	02/13/2023	277.50
				26.00

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PO Number	Invoice Number	Vendor Name	Invoice Date	Amount
Account Number		Detail Description		Amount
01 2610 410 001	286002 - 1224-12623	VILLAGE OF PALMYRA HS Water & Sewer	02/13/2023	26.00
01 2610 410 001		HS Water & Sewer		142.50
Total VILLAGE OF PALMYRA				<u>142.50</u>
	0066981	VOLLI COMMUNICATIONS, INC	02/13/2023	
01 2510 382 001		HS Telephone		61.94
01 2510 382 003		Elem Telephone		61.93
Total VOLLI COMMUNICATIONS, INC				<u>123.87</u>
	IINV-24426	WHITEHEAD OIL CO	02/13/2023	
01 2710 626 000		Bus Gas and Oil		3,433.52
	INV-24425	WHITEHEAD OIL CO	02/13/2023	
01 2710 626 000		Bus Gas and Oil		1,082.64
Total WHITEHEAD OIL CO				<u>4,516.16</u>
	091969071 - 01252023	WINDSTREAM	02/13/2023	
01 2510 382 001		HS Telephone		102.98
Total WINDSTREAM				<u>102.98</u>
	315057 - CUST#12992	WOODRIVER ENERGY LLC	02/13/2023	
01 2610 621 001		HS Utilities - NATURAL GAS		1,534.78
01 2610 621 001		HS Utilities - NATURAL GAS		4,766.27
01 2610 621 003		Elem Utilities - NATURAL GAS		2,422.13
Total WOODRIVER ENERGY LLC				<u>8,723.18</u>
Fund Number 01				<u>98,346.00</u>
Checking Account ID 1				<u>98,346.00</u>

Payroll January 15, 2022 \$555145.63

Bills Febr. 13, 2023 \$ 98346.00

Total \$653491.63

Expenditure Report by Function/Object - Summary

Function Number	Regular, Processing Month 01/2023	Expenditures to Date	% of Budget	Balance at EOM	A/P Outstanding	P/O Outstanding	Unencumbered Balance
	Revised Budget	Expended During Month					
01 GENERAL FUND	4,089,500.00	333,124.47	8.15	2,321,558.99	0.00	0.00	2,321,558.99
1100 REGULAR INSTRUCTIONAL	75,500.00	6,876.57	9.10	32,377.61	0.00	0.00	32,377.61
1160 PROVERTY PROGRAMS	171,250.00	10,173.77	5.94	118,544.03	0.00	0.00	118,544.03
1200 EARLY CHILDHOOD ED PROGRAMS	738,650.00	62,942.16	8.52	420,349.58	0.00	0.00	420,349.58
1212 SPECIAL EDUCATION	0.00	0.00	0.00	0.00	0.00	0.00	0.00
1223 SPECIAL EDUCATION	0.00	0.00	0.00	0.00	0.00	0.00	0.00
1291 SPECIAL EDUCATION AGES 3-5	500.00	0.00	0.00	500.00	0.00	0.00	500.00
1292 SPED AGE 0-2	500.00	0.00	0.00	500.00	0.00	0.00	500.00
1300 SUMMER SCHOOL	36,500.00	0.00	0.00	36,500.00	0.00	0.00	36,500.00
1400 ADULT EDUCATION	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2120 GUIDANCE SERVICES	193,600.00	15,413.37	7.96	114,786.51	0.00	0.00	114,786.51
2130 HEALTH SERVICES	8,500.00	0.00	0.00	8,500.00	0.00	0.00	8,500.00
2141 SPED PSYCHOLOGY SERVICES	106,100.00	8,532.98	7.99	7,520.84	0.00	0.00	7,520.84
2151 SPED SPEECH PATHOLOGY AND AUDIOLOGY SERV	127,250.00	9,923.30	7.78	58,609.54	0.00	0.00	58,609.54
2152 SPED SPEECH AGE 3-5	7,250.00	696.03	9.53	78,818.36	0.00	0.00	78,818.36
2153 SPED SPEECH AGE 0-2	6,350.00	696.03	10.96	3,673.83	0.00	0.00	3,673.83
2161 SPED OCCUPATIONAL THERAPY SERVICES	60,750.00	4,320.07	7.11	2,673.83	0.00	0.00	2,673.83
2171 PHYSICAL THERAPY SCHOOL AGE	26,500.00	2,195.75	8.29	28,692.51	0.00	0.00	28,692.51
2172 PHYSICAL THERAPY AGE 3-5	0.00	17,797.38	0.00	8,702.62	0.00	0.00	8,702.62
2173 PHYSICAL THERAPY AGE 0-2	2,000.00	0.00	0.00	2,000.00	0.00	0.00	2,000.00
2181 VISUALLY IMPAIRED	3,500.00	725.20	20.72	1,679.20	0.00	0.00	1,679.20
2211 SCHOOL IMPROVEMENT	5,000.00	0.00	0.00	1,679.20	0.00	0.00	1,679.20
2212 INST STAFF TRNG AND CURR DEV	0.00	0.00	0.00	(4,144.33)	0.00	0.00	(4,144.33)
2220 LIBRARY/MEDIA SERVICES	147,050.00	10,107.32	6.87	82,733.98	0.00	0.00	82,733.98
2224 EDUCATIONAL TELEVISION SERVICES	70,000.00	1,554.38	2.22	57,053.44	0.00	0.00	57,053.44
2310 BOARD OF EDUCATION	55,750.00	4,986.91	8.94	29,158.70	0.00	0.00	29,158.70
2320 EXECUTIVE ADMINISTRATION	207,700.00	16,356.65	7.88	124,862.01	0.00	0.00	124,862.01
2330 DISTRICT LEGAL SERVICES	16,000.00	1,728.00	10.79	3,000.36	0.00	0.00	3,000.36
2410 OFFICE OF THE PRINCIPAL	377,400.00	27,876.91	7.39	219,090.93	0.00	0.00	219,090.93
2510 GENERAL ADMIN-BUSINESS SERVICE	106,400.00	8,176.14	7.68	59,065.58	0.00	0.00	59,065.58
2610 MAINTENANCE	524,050.00	28,730.33	5.48	321,112.17	0.00	0.00	321,112.17
2620 MAINTENANCE	167,500.00	10,848.71	6.45	79,131.66	0.00	0.00	79,131.66
2630 Care & Upkeep of Grounds	0.00	559.00	0.00	(1,842.00)	0.00	0.00	(1,842.00)
2650 VEHICLE OPERATION AND MAINTENANCE	20,000.00	951.91	4.76	6,717.16	0.00	0.00	6,717.16
2660 SECURITY/SAFETY	750.00	0.00	0.00	200.00	0.00	0.00	200.00
2710 BUS DRIVER REGULAR EDUCATION	352,005.00	29,752.75	8.45	208,643.84	0.00	0.00	208,643.84
2712 BUS DRIVER SPED	37,500.00	1,008.38	2.71	28,900.34	0.00	0.00	28,900.34
2730 BUS & VEHICLE SERVICING & MAINTENANCE	150,000.00	5,953.43	3.97	88,431.49	0.00	0.00	88,431.49
2900 OTHER STUDENT SUPPORT SERVICES	12,500.00	238.94	1.91	11,615.01	0.00	0.00	11,615.01
3100 FOOD SERVICE OPERATIONS	0.00	13,266.98	0.00	(76,256.09)	0.00	0.00	(76,256.09)
3300 REC PROGRAM	46,000.00	2,589.50	5.63	29,329.41	0.00	0.00	29,329.41
3500 STATE CATEGORICAL PROGRAMS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
3513 STATE CATEGORICAL PROGRAMS	3,500.00	0.00	0.00	0.00	0.00	0.00	0.00
3535 HAL - HIGH ABILITY LEARNERS	0.00	2,257.00	0.00	1,243.00	0.00	0.00	1,243.00
3540 STATE EARLY CHILDHOOD	63,650.00	5,513.71	8.66	34,653.41	0.00	0.00	34,653.41
4100 FEDERAL PROGRAMS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
4300 TITLE II A	0.00	0.00	0.00	0.00	0.00	0.00	0.00
4320 TITLE II A	0.00	0.00	0.00	0.00	0.00	0.00	0.00
4400 IDEA SPECIAL ED	0.00	0.00	0.00	0.00	0.00	0.00	0.00
4403 IDEA PART B(611) BASE ALLOC-SCHOOL AGE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
4410 IDEA ENROLLMENT/POVERTY	0.00	0.00	0.00	0.00	0.00	0.00	0.00
4455 CONTRACTED SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
4500 CONTRACTED SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Expenditure Report by Function/Object - Summary

Regular, Processing Month 01/2023

Function Number	Revised Budget	Expended During Month	Expenditures to Date	% of Budget	Balance at EOM	A/P Outstanding	P/O Outstanding	Unencumbered Balance
4581 CONTRACTED SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
4590 ARRA: STATE FISCAL STAB FUNDS NON-SPEC	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
4600 ARRA	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
4610 ARRA: IDEA PART B(611) ENROLL/POV	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
4630 ARRA: IDEA PRESCHOOL(619) ENROLL/POV	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
4690 OTHER FED NON-CAT EXPENDITURES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
4700 BUILDING IMPROVEMENTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
4730 PERKINS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
4855 ARRA ESEA	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
4960 TITLE IV, PRT A NCLB -SAFE & DRUG FREE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
4985 TITLE II, PART D NCLB TECHNOLOGY	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
4994 SPED CONTINUOUS IMPROVEMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5000 DEBT SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
6200 TITLE 1 IMPROVING PROGRAMS FEDERAL SERVI	72,500.00	5,402.75	30,366.08	41.88	42,133.92	0.00	0.00	42,133.92
6310 NCLB TITLE II PART A	4,000.00	0.00	0.00	0.00	4,000.00	0.00	0.00	4,000.00
6330 REAP GRANT	500.00	0.00	0.00	0.00	500.00	0.00	0.00	500.00
6406 IDEA PRESCHOOL	6,500.00	345.38	1,726.90	26.57	4,773.10	0.00	0.00	4,773.10
6408 IDEA ENROLLMENT/POVERTY	202,400.00	12,583.97	72,886.01	36.01	129,513.99	0.00	0.00	129,513.99
6411 IDEA EARLY INTERVENING SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
6412 IDEA PART B PORPORTIONATE SHARE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
6421 ESU SCHOOL PSYCHOLOGY	23,500.00	0.00	0.00	0.00	23,500.00	0.00	0.00	23,500.00
6690 OTHER FEDERAL NON-CAT EXPENDITURES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
6700 CARL PERKINS FED VOCATIONAL&APPLIED TECH	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
6810 TITLE 1, ESSA ACCOUNTABILITY IMPROVING	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
6969 TITLE IV PART A	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
6990 OTHER FEDERAL CATEGORY PROGRAMS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
6992 REAP	50,000.00	0.00	48,836.00	97.67	1,164.00	0.00	0.00	1,164.00
6996 COVID-19	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
6997 CRRSA/ESSER II	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
6998 ESSER III	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
8000 TRANSFERS (OUTGOING)	188,000.00	0.00	0.00	0.00	188,000.00	0.00	0.00	188,000.00
9000 NON-PROGRAM EXPENDITURES	0.00	0.00	3,055.71	0.00	(3,055.71)	0.00	0.00	(3,055.71)
01 GENERAL FUND	6,574,905.00	643,663.15	3,644,288.16	42.50	4,930,616.82	0.00	0.00	4,930,616.82

02 Depreciation  
 2900 OTHER STUDENT SUPPORT SERVICES  
 02 Depreciation

Expenditure Report by Function/Object -  
 Summary

Regular, Processing Month 01/2023

Revised Budget	Expended During Month	Expenditures to Date	% of Budget	Balance at EOM	A/P Outstanding	P/O Outstanding	Unencumbered Balance
124,916.05	0.00	9,307.29	7.45	115,608.76	0.00	0.00	115,608.76
124,916.05	0.00	9,307.29	7.45	115,608.76	0.00	0.00	115,608.76

Monthly; Processing Month 01/2023; Accounts to Include Accounts with Activity

<u>Account Number</u>	<u>Description</u>	<u>Previous Balance</u>	<u>Current Month</u>	<u>Ending Balance</u>
<b>Fund: 01 GENERAL FUND</b>				
<u>Current Assets</u>				
01 101	CASH IN BANK	1,693,388.13	475,538.91	2,168,927.04
01 900	Cash County Treasurer	852,455.86	0.00	852,455.86
	Current Assets Subtotal:	<u>2,545,843.99</u>	<u>475,538.91</u>	<u>3,021,382.90</u>
<u>Other Assets</u>				
01 390	Budgeted Revenue	8,589,193.29	0.00	8,589,193.29
01 392	Less: Revenue Received	(1,820,001.13)	(1,120,180.52)	(2,940,181.65)
	Other Assets Subtotal:	<u>6,769,192.16</u>	<u>(1,120,180.52)</u>	<u>5,649,011.64</u>
<b>Total Assets and Deferred Outflows of Resources:</b>		<u>9,315,036.15</u>	<u>(644,641.61)</u>	<u>8,670,394.54</u>
<u>Current Liabilities</u>				
01 450	PAYROLL DEDUCTION PAYABLE	0.00	0.00	0.00
01 451	FICA PAYABLE	0.00	0.00	0.00
01 452	FIT PAYABLE	(201.72)	0.00	(201.72)
01 453	INSURANCE PAYABLE	(4,356.71)	(978.46)	(5,335.17)
01 454	RETIREMENT PAYABLE	2,858.75	0.00	2,858.75
01 455	SIT PAYABLE	0.00	0.00	0.00
	Current Liabilities Subtotal:	<u>(1,699.68)</u>	<u>(978.46)</u>	<u>(2,678.14)</u>
<u>Other Liabilities</u>				
01 690	Budgeted Expenditures	8,574,905.00	0.00	8,574,905.00
01 692	Less: Expenditures to Date	(3,000,625.03)	(643,663.15)	(3,644,288.18)
	Other Liabilities Subtotal:	<u>5,574,279.97</u>	<u>(643,663.15)</u>	<u>4,930,616.82</u>
<u>Fund Balance</u>				
01 704	Fund Balance - Regular Unspent	3,728,167.57	0.00	3,728,167.57
01 705	Budgeted Fund Balance	14,288.29	0.00	14,288.29
	Fund Balance Subtotal:	<u>3,742,455.86</u>	<u>0.00</u>	<u>3,742,455.86</u>
<b>Total Liabilities, Deferred Inflows of Resources, and Fund Equity:</b>		<u>9,315,036.15</u>	<u>(644,641.61)</u>	<u>8,670,394.54</u>

Monthly; Processing Month 01/2023; Accounts to Include Accounts with Activity

<u>Account Number</u>	<u>Description</u>	<u>Previous Balance</u>	<u>Current Month</u>	<u>Ending Balance</u>
<b>Fund: 02 Depreciation</b>				
<u>Current Assets</u>				
02 101	CASH	263,002.12	808.81	263,810.93
	Current Assets Subtotal:	<u>263,002.12</u>	<u>808.81</u>	<u>263,810.93</u>
<u>Other Assets</u>				
02 390	BUDGETED REVENUE	7,507.67	0.00	7,507.67
02 392	LESS: REVENUE RECEIVED	(176.00)	(808.81)	(984.81)
	Other Assets Subtotal:	<u>7,331.67</u>	<u>(808.81)</u>	<u>6,522.86</u>
	<b>Total Assets and Deferred Outflows of Resources:</b>	<u><u>270,333.79</u></u>	<u><u>0.00</u></u>	<u><u>270,333.79</u></u>
<u>Other Liabilities</u>				
02 690	BUDGETED EXPENDITURES	124,916.05	0.00	124,916.05
02 692	LESS: EXPENDITURES TO DATE	(9,307.29)	0.00	(9,307.29)
	Other Liabilities Subtotal:	<u>115,608.76</u>	<u>0.00</u>	<u>115,608.76</u>
<u>Fund Balance</u>				
02 704	FUND BALANCE	272,133.41	0.00	272,133.41
02 705	BUDGETED FUND BALANCE	(117,408.38)	0.00	(117,408.38)
	Fund Balance Subtotal:	<u>154,725.03</u>	<u>0.00</u>	<u>154,725.03</u>
	<b>Total Liabilities, Deferred Inflows of Resources, and Fund Equity:</b>	<u><u>270,333.79</u></u>	<u><u>0.00</u></u>	<u><u>270,333.79</u></u>

Monthly; Processing Month 01/2023; Accounts to Include Accounts with Activity

<u>Account Number</u>	<u>Description</u>	<u>Previous Balance</u>	<u>Current Month</u>	<u>Ending Balance</u>
<b>Fund: 03 Unemployment</b>				
<u>Current Assets</u>				
03 101	CASH	11,804.29	7,398.71	19,203.00
03 106	SAVINGS CERTIFICATES	20,000.00	0.00	20,000.00
	Current Assets Subtotal:	<u>31,804.29</u>	<u>7,398.71</u>	<u>39,203.00</u>
<u>Other Assets</u>				
03 390	BUDGETED REVENUE	56.25	0.00	56.25
03 392	LESS: REVENUE RECEIVED	(70.81)	(7,398.71)	(7,469.52)
	Other Assets Subtotal:	<u>(14.56)</u>	<u>(7,398.71)</u>	<u>(7,413.27)</u>
	<b>Total Assets and Deferred Outflows of Resources:</b>	<u><u>31,789.73</u></u>	<u><u>0.00</u></u>	<u><u>31,789.73</u></u>
<u>Other Liabilities</u>				
03 692	LESS: EXPENDITURES TO DATE	(7,383.60)	0.00	(7,383.60)
	Other Liabilities Subtotal:	<u>(7,383.60)</u>	<u>0.00</u>	<u>(7,383.60)</u>
<u>Fund Balance</u>				
03 704	FUND BALANCE	39,117.08	0.00	39,117.08
03 705	BUDGETED FUND BALANCE	56.25	0.00	56.25
	Fund Balance Subtotal:	<u>39,173.33</u>	<u>0.00</u>	<u>39,173.33</u>
	<b>Total Liabilities, Deferred Inflows of Resources, and Fund Equity:</b>	<u><u>31,789.73</u></u>	<u><u>0.00</u></u>	<u><u>31,789.73</u></u>

Monthly; Processing Month 01/2023; Accounts to Include Accounts with Activity

<u>Account Number</u>	<u>Description</u>	<u>Previous Balance</u>	<u>Current Month</u>	<u>Ending Balance</u>
<b>Fund: 05 Activity Fund</b>				
<u>Current Assets</u>				
05 101	CASH	198,682.02	1,740.54	200,422.56
	Current Assets Subtotal:	<u>198,682.02</u>	<u>1,740.54</u>	<u>200,422.56</u>
<u>Other Assets</u>				
05 390	BUDGETED REVENUE	212,805.66	0.00	212,805.66
05 392	LESS: REVENUE RECEIVED	(113,518.29)	(15,726.44)	(129,244.73)
	Other Assets Subtotal:	<u>99,287.37</u>	<u>(15,726.44)</u>	<u>83,560.93</u>
<b>Total Assets and Deferred Outflows of Resources:</b>		<u>297,969.39</u>	<u>(13,985.90)</u>	<u>283,983.49</u>

Other Liabilities

Annual; Processing Month 01/2023; Accounts to Include Accounts with Activity; Fund Number 05

<u>Account Number</u>	<u>Description</u>	<u>Previous Balance</u>	<u>Current Month</u>	<u>Ending Balance</u>
Fund: 05	Activity Fund			
<u>Current Assets</u>				
05 101	CASH	198,682.02	1,740.54	200,422.56
	Current Assets Subtotal:	198,682.02	1,740.54	200,422.56
<b>Total Assets and Deferred Outflows of Resources:</b>		<b>198,682.02</b>	<b>1,740.54</b>	<b>200,422.56</b>

<u>Fund Balance</u>				
05 704 0001	ATHLETICS	33,730.61	(1,706.97)	32,023.64
05 704 0002	ANNUAL	2,845.09	0.00	2,845.09
05 704 0003	MUSIC	5,981.57	125.00	6,106.57
05 704 0004	ELEMENTARY UNIT	13,577.21	(49.77)	13,527.44
05 704 0005	STUDENT COUNCIL	4,163.40	0.00	4,163.40
05 704 0006	FFA	16,393.24	(286.83)	16,106.41
05 704 0007	HIGH SCHOOL UNIT	2,875.23	(46.77)	2,828.46
05 704 0008	LIFE SKILLS	595.04	25.25	620.29
05 704 0009	FCCLA	1,798.88	(51.98)	1,746.90
05 704 0010	MISC ACCOUNT	4,062.37	(657.61)	3,404.76
05 704 0011	ART CLUB	488.58	0.00	488.58
05 704 0012	NATIONAL HONOR SOCIETY	842.71	0.00	842.71
05 704 0013	SPEECH	243.38	0.00	243.38
05 704 0014	1ST GRADE	621.48	0.00	621.48
05 704 0015	BOYS BASKETBALL	2,437.24	41.41	2,478.65
05 704 0016	CONCESSIONS	3,469.42	357.23	3,826.65
05 704 0017	GIRLS BASKETBALL	646.65	0.00	646.65
05 704 0019	INTEREST	683.72	17.59	701.31
05 704 0020	UNION BANK	(111.26)	3,184.70	3,073.44
05 704 0021	HS TRACK	1,658.84	483.00	2,141.84
05 704 0022	FIELDS SCHOLARSHIP	4,263.80	0.00	4,263.80
05 704 0023	CROSS COUNTRY	2,726.31	(594.00)	2,132.31
05 704 0024	INDUSTRIAL ARTS SHOP	974.69	0.00	974.69
05 704 0025	LIBRARY	1,186.55	(27.45)	1,159.10
05 704 0026	PARTY GROUP	792.79	0.00	792.79
05 704 0027	CLASS OF 2024	50.00	675.00	725.00
05 704 0028	MUSICAL/DRAMA	5,892.90	0.00	5,892.90
05 704 0029	WRESTLING	1,336.09	0.00	1,336.09
05 704 0030	GENERAL FUND REIMBURSEMENT	(10.00)	10.00	0.00
05 704 0031	ELEM STUDENT COUNCIL	724.46	343.65	1,068.11
05 704 0032	WEIGHTS	2,538.52	0.00	2,538.52
05 704 0033	VOLLEYBALL ACCOUNT	2,604.32	0.00	2,604.32
05 704 0034	IMPREST FUND	2,000.00	0.00	2,000.00
05 704 0035	BENNET BOOSTERS	1,589.67	0.00	1,589.67
05 704 0036	CHEERLEADING	1,854.83	59.67	1,914.50
05 704 0037	BENNET BACK-PACK PROGRAM	846.83	0.00	846.83

Annual; Processing Month 01/2023; Accounts to Include Accounts with Activity; Fund Number 05

<u>Account Number</u>	<u>Description</u>	<u>Previous Balance</u>	<u>Current Month</u>	<u>Ending Balance</u>
05 704 0038	CLASS OF 2023	4,645.73	0.00	4,645.73
05 704 0039	FAMILY PASSES	9,668.00	0.00	9,668.00
05 704 0040	STUDENT FEES	5,635.00	0.00	5,635.00
05 704 0041	QUIZ BOWL	560.08	0.00	560.08
05 704 0042	JR HIGH BASKETBALL	562.00	(422.00)	140.00
05 704 0047	NATIONAL BREAST CANCER FOUNDATION	0.01	0.00	0.01
05 704 0049	SHOW CHOIR	399.55	0.00	399.55
05 704 0050	CHROMEBOOK INSURANCE	43,216.02	70.00	43,286.02
05 704 0051	GOLF	651.00	0.00	651.00
05 704 0052	CIRCLE OF FRIENDS	864.58	260.60	1,125.18
05 704 0053	CLASS OF 2022	0.00	0.00	0.00
05 704 0054	UNIFIED SPORTS	1,065.13	(69.18)	995.95
05 704 0055	FOOTBALL	5,039.76	0.00	5,039.76
Fund Balance Subtotal:		<u>198,682.02</u>	<u>1,740.54</u>	<u>200,422.56</u>
<b>Total Liabilities, Deferred Inflows of Resources, and Fund Equity:</b>		<u>198,682.02</u>	<u>1,740.54</u>	<u>200,422.56</u>

Monthly; Processing Month 01/2023; Accounts to Include Accounts with Activity

<u>Account Number</u>	<u>Description</u>	<u>Previous Balance</u>	<u>Current Month</u>	<u>Ending Balance</u>
<b>Fund: 06 Hot Lunch</b>				
<u>Current Assets</u>				
06 101	CASH	195,257.61	66,122.68	261,380.29
	Current Assets Subtotal:	<u>195,257.61</u>	<u>66,122.68</u>	<u>261,380.29</u>
<u>Other Assets</u>				
06 390	BUDGETED REVENUE	541,034.56	0.00	541,034.56
06 392	LESS: REVENUE RECEIVED	(192,263.05)	(66,661.88)	(258,924.93)
	Other Assets Subtotal:	<u>348,771.51</u>	<u>(66,661.88)</u>	<u>282,109.63</u>
	<b>Total Assets and Deferred Outflows of Resources:</b>	<u>544,029.12</u>	<u>(539.20)</u>	<u>543,489.92</u>
<u>Other Liabilities</u>				
06 690	BUDGETED EXPENDITURES	461,889.40	0.00	461,889.40
06 692	LESS: EXPENDITURES TO DATE	(229,608.00)	(539.20)	(230,147.20)
	Other Liabilities Subtotal:	<u>232,281.40</u>	<u>(539.20)</u>	<u>231,742.20</u>
<u>Fund Balance</u>				
06 704	FUND BALANCE	232,602.56	0.00	232,602.56
06 705	BUDGETED FUND BALANCE	79,145.16	0.00	79,145.16
	Fund Balance Subtotal:	<u>311,747.72</u>	<u>0.00</u>	<u>311,747.72</u>
	<b>Total Liabilities, Deferred Inflows of Resources, and Fund Equity:</b>	<u>544,029.12</u>	<u>(539.20)</u>	<u>543,489.92</u>

Monthly; Processing Month 01/2023; Accounts to Include Accounts with Activity

<u>Account Number</u>	<u>Description</u>	<u>Previous Balance</u>	<u>Current Month</u>	<u>Ending Balance</u>
<b>Fund: 07 Bond</b>				
<u>Current Assets</u>				
07 101	CASH	18,454.30	62,391.58	80,845.88
07 900	Cash County Treasurer	173,221.49	0.00	173,221.49
	Current Assets Subtotal:	191,675.79	62,391.58	254,067.37
<u>Other Assets</u>				
07 390	BUDGETED REVENUE	698,309.72	0.00	698,309.72
07 392	LESS: REVENUE RECEIVED	(184,994.81)	(62,391.58)	(247,386.39)
	Other Assets Subtotal:	513,314.91	(62,391.58)	450,923.33
<b>Total Assets and Deferred Outflows of Resources:</b>		<b>704,990.70</b>	<b>0.00</b>	<b>704,990.70</b>
<u>Other Liabilities</u>				
07 690	BUDGETED EXPENDITURES	681,700.97	0.00	681,700.97
07 692	LESS: EXPENDITURES TO DATE	(592,212.50)	0.00	(592,212.50)
	Other Liabilities Subtotal:	89,488.47	0.00	89,488.47
<u>Fund Balance</u>				
07 704	FUND BALANCE	598,893.48	0.00	598,893.48
07 705	BUDGETED FUND BALANCE	16,608.75	0.00	16,608.75
	Fund Balance Subtotal:	615,502.23	0.00	615,502.23
<b>Total Liabilities, Deferred Inflows of Resources, and Fund Equity:</b>		<b>704,990.70</b>	<b>0.00</b>	<b>704,990.70</b>

Monthly; Processing Month 01/2023; Accounts to Include Accounts with Activity

<u>Account Number</u>	<u>Description</u>	<u>Previous Balance</u>	<u>Current Month</u>	<u>Ending Balance</u>
<b>Fund: 08 Special Building Fund</b>				
<u>Current Assets</u>				
08 101	CASH	804,859.29	119,621.50	924,480.79
08 106	SAVINGS CERTIFICATES	50,000.00	0.00	50,000.00
08 900	Cash County Treasurer	30,850.82	0.00	30,850.82
	Current Assets Subtotal:	885,710.11	119,621.50	1,005,331.61
<u>Other Assets</u>				
08 390	BUDGETED REVENUE	180,925.02	0.00	180,925.02
08 392	LESS: REVENUE RECEIVED	(58,855.17)	(119,621.50)	(178,476.67)
	Other Assets Subtotal:	122,069.85	(119,621.50)	2,448.35
	<b>Total Assets and Deferred Outflows of Resources:</b>	1,007,779.96	0.00	1,007,779.96
<u>Other Liabilities</u>				
08 690	BUDGETED EXPENDITURES	11,650.82	0.00	11,650.82
08 692	LESS: EXPENDITURES TO DATE	(131,424.73)	0.00	(131,424.73)
	Other Liabilities Subtotal:	(119,773.91)	0.00	(119,773.91)
<u>Fund Balance</u>				
08 704	FUND BALANCE	958,279.67	0.00	958,279.67
08 705	BUDGETED FUND BALANCE	169,274.20	0.00	169,274.20
	Fund Balance Subtotal:	1,127,553.87	0.00	1,127,553.87
	<b>Total Liabilities, Deferred Inflows of Resources, and Fund Equity:</b>	1,007,779.96	0.00	1,007,779.96

Monthly; Processing Month 01/2023; Accounts to Include Accounts with Activity

<u>Account Number</u>	<u>Description</u>	<u>Previous Balance</u>	<u>Current Month</u>	<u>Ending Balance</u>
<b>Fund: 09 Qualified Capital Purpose Fund</b>				
<u>Current Assets</u>				
09 101	CASH	150,208.36	17,850.88	168,059.24
	Current Assets Subtotal:	<u>150,208.36</u>	<u>17,850.88</u>	<u>168,059.24</u>
<u>Other Assets</u>				
09 390	BUDGETED REVENUE	212,437.55	0.00	212,437.55
09 392	LESS: REVENUE RECEIVED	(54,178.46)	(17,850.88)	(72,029.34)
09 900	Cash County Treasurer	46,782.98	0.00	46,782.98
	Other Assets Subtotal:	<u>205,042.07</u>	<u>(17,850.88)</u>	<u>187,191.19</u>
<b>Total Assets and Deferred Outflows of Resources:</b>		<u>355,250.43</u>	<u>0.00</u>	<u>355,250.43</u>
<u>Other Liabilities</u>				
09 690	BUDGETED EXPENDITURES	148,131.25	0.00	148,131.25
09 692	LESS: EXPENDITURES TO DATE	(136,050.00)	0.00	(136,050.00)
	Other Liabilities Subtotal:	<u>12,081.25</u>	<u>0.00</u>	<u>12,081.25</u>
<u>Fund Balance</u>				
09 704	FUND BALANCE	278,862.88	0.00	278,862.88
09 705	BUDGETED FUND BALANCE	64,306.30	0.00	64,306.30
	Fund Balance Subtotal:	<u>343,169.18</u>	<u>0.00</u>	<u>343,169.18</u>
<b>Total Liabilities, Deferred Inflows of Resources, and Fund Equity:</b>		<u>355,250.43</u>	<u>0.00</u>	<u>355,250.43</u>

Monthly; Processing Month 01/2023; Accounts to Include Accounts with Activity

<u>Account Number</u>	<u>Description</u>	<u>Previous Balance</u>	<u>Current Month</u>	<u>Ending Balance</u>
<b>Fund: 13 2022 Bond Construction</b>				
<u>Current Assets</u>				
13 101	CASH	(3,352.67)	37,007.57	33,654.90
	Current Assets Subtotal:	<u>(3,352.67)</u>	<u>37,007.57</u>	<u>33,654.90</u>
<u>Other Assets</u>				
13 392	LESS: REVENUE RECEIVED	(40,952.33)	(119,131.96)	(160,084.29)
	Other Assets Subtotal:	<u>(40,952.33)</u>	<u>(119,131.96)</u>	<u>(160,084.29)</u>
	<b>Total Assets and Deferred Outflows of Resources:</b>	<u>(44,305.00)</u>	<u>(82,124.39)</u>	<u>(126,429.39)</u>
<u>Other Liabilities</u>				
13 692	LESS: EXPENDITURES TO DATE	(44,305.00)	(82,124.39)	(126,429.39)
	Other Liabilities Subtotal:	<u>(44,305.00)</u>	<u>(82,124.39)</u>	<u>(126,429.39)</u>
	<b>Total Liabilities, Deferred Inflows of Resources, and Fund Equity:</b>	<u>(44,305.00)</u>	<u>(82,124.39)</u>	<u>(126,429.39)</u>

Regular; Processing Month 01/2023; Accounts to Include Accounts with Activity

Fund: 01 GENERAL FUND						
Account Number	Description	Revised Budget	During Month	To Date	% of Budget	Budget Balance
01 1100	LOCAL PROPERTY TAXES	5,700,000.00	671,628.74	1,622,411.12	28.46	4,077,588.88
01 1125	MOTOR VEHICLE TAXES	370,000.00	17,464.10	148,089.35	40.02	221,910.65
01 1312	SUMMER SCHOOL TUITION	5,000.00	0.00	0.00	0.00	5,000.00
01 1370	PRESCHOOL TUITION & FEES	45,000.00	3,300.00	18,210.00	36.02	28,790.00
01 1510	INTEREST ON INVESTMENTS	1,500.00	146.94	700.21	46.68	799.79
01 1800	REC PROGRAM - COMMUNITY SERVICES	40,000.00	2,130.73	13,005.23	32.51	26,994.77
01 1910	RENTAL OF SCHOOL FACILITY	100.00	0.00	125.00	125.00	(25.00)
01 1911	LOCAL LICENSE FEES	300.00	0.00	300.00	100.00	0.00
01 1920	EDUCATION QUEST FOUNDATION	0.00	0.00	1,110.30	0.00	(1,110.30)
01 1990	OTHER LOCAL RECEIPTS	0.00	0.00	0.00	0.00	0.00
Subtotal: LOCAL RECIEPTS		6,161,900.00	694,670.51	1,801,951.21	29.24	4,359,948.79
01 2110	COUNTY FINES & LICENSE FEES	35,000.00	1,806.54	16,516.02	47.19	18,483.98
01 2210	ESU RECEIPTS	0.00	0.00	887.80	0.00	(887.80)
Subtotal: COUNTY AND ESU RECEIPTS		35,000.00	1,806.54	17,403.82	49.73	17,596.18
01 3110	STATE AID	1,291,541.00	129,154.00	645,770.00	50.00	645,771.00
01 3120	SPED SCHOOL AGE	480,000.00	54,665.00	109,730.00	22.86	370,270.00
01 3130	HOMESTEAD EXEMPTION	200,000.00	0.00	0.00	0.00	200,000.00
01 3400	STATE APPORTIONMENT	80,000.00	0.00	0.00	0.00	80,000.00
01 3535	PAYMENTS FOR HIGH ABILITY LEARNERS	6,500.00	0.00	6,457.00	99.34	43.00
01 3540	STATE EARLY CHILDHOOD	100,000.00	0.00	0.00	0.00	100,000.00
Subtotal: STATE RECEIPTS		2,158,041.00	184,019.00	781,957.00	35.31	1,396,084.00
01 4310	REAP	46,425.00	0.00	50,552.69	108.89	(4,127.69)
01 4505	TITLE 1 PART A - CARRY OVER	39,664.00	31,656.00	31,656.00	79.81	8,008.00
01 4506	TITLE 1 PART A - CURRENT YEAR	0.00	10,000.00	10,000.00	0.00	(10,000.00)
01 4509	Title II, Part A ESSA Princ & Teach	5,842.13	0.00	0.00	0.00	5,842.13
01 4516	IDEA PRESCHOOL BASE/IDEA ENROL POVERTY	3,273.00	0.00	1,397.00	42.68	1,876.00
01 4518	IDEA ENROLLMENT/POVERTY	103,868.00	181,700.00	181,700.00	174.93	(77,832.00)
01 4708	MEDICAID REIMBURSEMENT SPED	2,905.60	0.00	0.00	0.00	2,905.60
01 4709	MEDICAID ADMIN ACTIVITIES (MAAPS)	3,993.28	0.00	2,125.96	53.24	1,867.30
01 4996	ESSERS I	0.00	0.00	0.00	0.00	0.00
Subtotal: FEDERAL RECEIPTS		205,970.99	223,356.00	277,431.65	134.69	(71,460.66)
01 5200	FUND TRANSFERS	0.00	13,266.98	76,256.09	0.00	(76,256.09)
01 5301	INSURANCE ADJUSTMENTS	24,731.87	0.00	5,511.81	22.29	19,220.06
01 5690	OTHER NON-REVENUE RECEIPTS	3,549.43	3,061.49	4,363.49	122.93	(814.06)
01 5960	TIRE GRANT	0.00	0.00	(4,693.42)	0.00	4,693.42
Subtotal: NON-REVENUE RECEIPTS		28,281.30	16,328.47	81,437.97	287.96	(53,156.67)
Fund Total:		8,589,193.29	1,120,180.52	2,940,181.65	34.23	5,649,011.64

Regular; Processing Month 01/2023; Accounts to Include Accounts with Activity

Fund: 02 Depreciation

<u>Account Number</u>	<u>Description</u>	<u>Revised Budget</u>	<u>During Month</u>	<u>To Date</u>	<u>% of Budget</u>	<u>Budget Balance</u>
02 1510	INTEREST ON INVESTMENTS	228.29	0.00	176.00	77.09	52.29
	Subtotal: LOCAL RECIEPTS	228.29	0.00	176.00	77.09	52.29
02 5200	FUND TRANSFERS	0.00	808.81	808.81	0.00	(808.81)
02 5690	OTHER NON-REVENUE RECEIPTS	7,279.38	0.00	0.00	0.00	7,279.38
	Subtotal: NON-REVENUE RECEIPTS	7,279.38	808.81	808.81	11.11	6,470.57
	Fund Total:	7,507.67	808.81	984.81	13.12	6,522.86

Regular; Processing Month 01/2023; Accounts to Include Accounts with Activity

Fund: 06 Hot Lunch

<u>Account Number</u>	<u>Description</u>	<u>Revised Budget</u>	<u>During Month</u>	<u>To Date</u>	<u>% of Budget</u>	<u>Budget Balance</u>
06 1510	INTEREST ON INVESTMENTS	129.42	21.49	263.31	203.45	(133.89)
06 1620	DAILY SALES OF BREAK/LUNCH/MILK	14,767.84	24,906.10	124,581.17	843.60	(109,813.33)
	Subtotal: LOCAL RECIEPTS	14,897.26	24,927.59	124,844.48	838.04	(109,947.22)
06 3150	STATE REIMBURSEMENT(OF NUTRITION PROG)	525,321.16	15,080.61	107,332.47	20.43	417,988.69
	Subtotal: STATE RECEIPTS	525,321.16	15,080.61	107,332.47	20.43	417,988.69
06 5200	TRANSFER OF FUNDS	0.00	26,547.09	26,547.09	0.00	(26,547.09)
06 5690	OTHER NON-REVENUE RECEIPTS	816.14	106.59	200.89	24.61	615.25
	Subtotal: NON-REVENUE RECEIPTS	816.14	26,653.68	26,747.98	3,277.38	(25,931.84)
	Fund Total:	541,034.56	66,661.88	258,924.93	47.86	282,109.63

Regular; Processing Month 01/2023; Accounts to Include Accounts with Activity

Fund: 03 Unemployment

<u>Account Number</u>	<u>Description</u>	<u>Revised Budget</u>	<u>During Month</u>	<u>To Date</u>	<u>% of Budget</u>	<u>Budget Balance</u>
03 1510	INTEREST ON INVESTMENTS	56.25	7,398.71	7,469.52	13,279.15	(7,413.27)
	Subtotal: LOCAL RECIEPTS	56.25	7,398.71	7,469.52	13,279.15	(7,413.27)
	Fund Total:	56.25	7,398.71	7,469.52	13,279.15	(7,413.27)

Regular; Processing Month 01/2023; Accounts to Include Accounts with Activity

Fund: 05 Activity Fund						
<u>Account Number</u>	<u>Description</u>	<u>Revised Budget</u>	<u>During Month</u>	<u>To Date</u>	<u>% of Budget</u>	<u>Budget Balance</u>
05 1710 0001	ATHLETIC ADMISSIONS REVENUE	34,217.00	4,403.76	21,336.76	62.36	12,880.24
05 1710 0028	MUSICAL/DRAMA ADMISSIONS REVENUE	4,530.00	0.00	928.64	20.50	3,601.36
05 1790 0001	OTHER ACTIVITY REVENUE	22,871.14	55.07	4,281.34	18.72	18,589.80
05 1790 0002	ANNUAL REVENUE	1,891.48	0.00	60.00	3.17	1,831.48
05 1790 0003	MUSIC REVENUE	4,505.90	125.00	6,248.30	138.67	(1,742.40)
05 1790 0004	ELEMENTARY PRINCIPAL REVENUE	1,250.30	34.05	1,034.05	82.70	216.25
05 1790 0005	STUDENT COUNCIL REVENUE	3,874.60	0.00	770.00	19.87	3,104.60
05 1790 0006	FFA REVENUE	13,322.25	0.00	16,004.86	120.14	(2,682.61)
05 1790 0007	HIGH SCHOOL PRINCIPAL REVENUE	0.00	34.05	34.05	0.00	(34.05)
05 1790 0008	LIFE SKILLS REVENUE	1,122.75	25.25	477.41	42.52	645.34
05 1790 0009	FCCLA REVENUE	3,620.71	0.00	3,820.47	105.52	(199.76)
05 1790 0010	MISC ACCOUNT REVENUE	3,244.98	0.00	6,043.42	186.24	(2,798.44)
05 1790 0011	ART CLUB REVENUE	471.88	0.00	124.16	26.31	347.72
05 1790 0012	NATIONAL HONOR SOCIETY REVENUE	993.00	0.00	522.00	52.57	471.00
05 1790 0015	BOYS BASKETBALL HS REVENUE	6,633.99	80.00	1,057.20	15.94	5,576.79
05 1790 0016	CONCESSIONS REVENUE	30,040.33	5,087.41	22,945.66	76.38	7,094.67
05 1790 0017	GIRLS BASKETBALL HS REVENUE	2,185.00	0.00	1,210.00	55.38	975.00
05 1790 0019	INTEREST REVENUE	79.35	17.59	82.60	104.10	(3.25)
05 1790 0020	UNION BANK REVENUE	0.00	3,184.70	3,184.70	0.00	(3,184.70)
05 1790 0021	HS TRACK	4,417.58	483.00	1,501.20	33.98	2,916.38
05 1790 0023	CROSS COUNTRY REVENUE	1,759.70	0.00	1,280.00	72.74	479.70
05 1790 0024	INDUSTRIAL ARTS SHOP REVENUE	136.00	0.00	4.00	2.94	132.00
05 1790 0027	CLASS OF 2024 REVENUE	0.00	675.00	725.00	0.00	(725.00)
05 1790 0028	MUSICAL/DRAMA REVENUE	3,551.35	0.00	557.00	15.68	2,994.35
05 1790 0029	WRESTLING REVENUE	3,546.00	0.00	1,417.00	39.96	2,129.00
05 1790 0030	GENERAL FUND REIMBURSEMENT REVENUE	3,732.45	10.00	343.88	9.21	3,388.57
05 1790 0031	ELEM STUDENT COUNCIL REVENUE	1,481.89	536.29	996.02	67.21	485.87
05 1790 0032	WEIGHTS REVENUE	8,432.49	0.00	0.00	0.00	8,432.49
05 1790 0033	VOLLEYBALL REVENUE	11,900.97	0.00	332.80	2.80	11,568.17
05 1790 0036	CHEERLEADING REVENUE	4,269.13	364.67	6,810.71	159.53	(2,541.58)
05 1790 0038	CLASS OF 2023 REVENUE	5,270.99	0.00	0.00	0.00	5,270.99
05 1790 0039	FAMILY PASSES REVENUE	8,415.00	0.00	9,668.00	114.89	(1,253.00)
05 1790 0040	STUDENT FEES REVENUE	5,633.00	0.00	5,635.00	100.04	(2.00)
05 1790 0042	JR HIGH BASKETBALL REVENUE	0.00	280.00	842.00	0.00	(842.00)
05 1790 0049	SHOW CHOIR REVENUE	1,257.60	0.00	514.70	40.93	742.90
05 1790 0050	CHROMEBOOK INSURANCE REVENUE	8,335.00	70.00	1,856.00	22.27	6,479.00
05 1790 0051	GOLF REVENUE	30.00	0.00	651.00	2,170.00	(621.00)
05 1790 0052	CIRCLE OF FRIENDS REVENUE	0.00	260.60	260.60	0.00	(260.60)
05 1790 0054	UNIFIED SPORTS REVENUE	949.00	0.00	546.20	57.56	402.80
05 1790 0055	FOOTBALL	4,832.85	0.00	5,138.00	106.31	(305.15)
Subtotal: LOCAL RECIEPTS		212,805.66	15,726.44	129,244.73	60.73	83,560.93
Fund Total:		212,805.66	15,726.44	129,244.73	60.73	83,560.93

Regular; Processing Month 01/2023; Accounts to Include Accounts with Activity

Fund: 07 Bond

<u>Account Number</u>	<u>Description</u>	<u>Revised Budget</u>	<u>During Month</u>	<u>To Date</u>	<u>% of Budget</u>	<u>Budget Balance</u>
07 1100	LOCAL PROPERTY TAXES	697,456.10	61,911.55	244,386.27	35.04	453,069.83
07 1510	INTEREST	853.62	0.00	2,520.09	295.22	(1,666.47)
	Subtotal: LOCAL RECIEPTS	698,309.72	61,911.55	246,906.36	35.36	451,403.36
07 5200	FUND TRANSFERS	0.00	480.03	480.03	0.00	(480.03)
	Subtotal: NON-REVENUE RECEIPTS	0.00	480.03	480.03	0.00	(480.03)
	Fund Total:	698,309.72	62,391.58	247,386.39	35.43	450,923.33

Regular; Processing Month 01/2023; Accounts to Include Accounts with Activity

Fund: 08 Special Building Fund

<u>Account Number</u>	<u>Description</u>	<u>Revised Budget</u>	<u>During Month</u>	<u>To Date</u>	<u>% of Budget</u>	<u>Budget Balance</u>
08 1100	LOCAL PROPERTY TAXES	169,756.27	22,767.17	80,788.69	47.59	88,967.58
08 1510	INTEREST on CD	8,615.00	92.25	925.90	10.75	7,689.10
	Subtotal: LOCAL RECIEPTS	178,371.27	22,859.42	81,714.59	45.81	96,656.68
08 3130	HOMESTEAD EXEMPTION	203.45	0.00	0.00	0.00	203.45
	Subtotal: STATE RECEIPTS	203.45	0.00	0.00	0.00	203.45
08 5690	OTHER NON-REVENUE RECIEPTS	2,350.30	96,762.08	96,762.08	4,117.01	(94,411.78)
	Subtotal: NON-REVENUE RECEIPTS	2,350.30	96,762.08	96,762.08	4,117.01	(94,411.78)
	Fund Total:	180,925.02	119,621.50	178,476.67	98.65	2,448.35

Regular; Processing Month 01/2023; Accounts to Include Accounts with Activity

Fund: 09 Qualified Capital Purpose Fund

<u>Account Number</u>	<u>Description</u>	<u>Revised Budget</u>	<u>During Month</u>	<u>To Date</u>	<u>% of Budget</u>	<u>Budget Balance</u>
09 1100	LOCAL PROPERTY TAXES	211,475.30	17,837.28	71,962.30	34.03	139,513.00
09 1510	INTEREST ON INVESTMENTS	60.66	13.60	67.04	110.52	(6.38)
Subtotal: LOCAL RECIEPTS		211,535.96	17,850.88	72,029.34	34.05	139,506.62
09 3130	HOMESTEAD EXEMPTION	713.02	0.00	0.00	0.00	713.02
09 3180	PRO-RATE MOTOR VEHICLE	188.57	0.00	0.00	0.00	188.57
Subtotal: STATE RECEIPTS		901.59	0.00	0.00	0.00	901.59
Fund Total:		212,437.55	17,850.88	72,029.34	33.91	140,408.21

Regular; Processing Month 01/2023; Accounts to Include Accounts with Activity

Fund: 13      2022 Bond Construction

<u>Account Number</u>	<u>Description</u>	<u>Revised Budget</u>	<u>During Month</u>	<u>To Date</u>	<u>% of Budget</u>	<u>Budget Balance</u>
13 1100	LOCAL PROPERTY TAXES	0.00	32,041.47	32,041.47	0.00	(32,041.47)
13 1510	INTEREST ON INVESTMENTS	0.00	3.35	4.18	0.00	(4.18)
Subtotal: LOCAL RECIEPTS		0.00	32,044.82	32,045.65	0.00	(32,045.65)
13 5200	FUND TRANSFERS	0.00	87,087.14	128,038.64	0.00	(128,038.64)
Subtotal: NON-REVENUE RECEIPTS		0.00	87,087.14	128,038.64	0.00	(128,038.64)
Fund Total:		0.00	119,131.96	160,084.29	0.00	(160,084.29)

**Revenue Summary Report**

Processing Month: 01/2023

Regular; Processing Month 01/2023; Accounts to Include Accounts with  
Activity

	<u>Revised Budget</u>	<u>During Month</u>	<u>To Date</u>	<u>% of Budget</u>	<u>Budget Balance</u>
Grand Total:	10,442,269.72	1,529,772.28	3,994,782.33	38.26	6,447,487.39

# Teacher Vacancy Survey Comparison

The Nebraska Department of Education (NDE) administers the Teacher Vacancy Survey to assess shortage areas annually. This report serves as a comparison between the 2022 and 2021 survey results.

To view the full reports, visit [education.ne.gov](http://education.ne.gov).

## Top Reason:

**2022**

Of 196 respondents, 46% reported: **“No applicants.”** 20% reported: **“No fully qualified applicants.”**

**2021**

Of 143 respondents, 40% reported: **“No applicants”**

2022

**92%**

### Responses

In 2022, 402 of 436 (92%) districts/systems responded. In 2021, 324 of 438 (74%) districts/systems responded.

2021

**74%**

### Unfilled Positions

In 2022, 196 respondents reported 768.70 unfilled positions compared to 143 reporting 482 in 2021.

2022

**768**

2021

**482**

## Top Solution:

In 2022, 17% of respondents reported the **“Position was not filled.”**

In 2021, 16% of respondents reported the **“Position was not filled.”**

2022

**27%**

### Vacancies

In 2022, 208.45 of 768.70 (27%) positions were vacant. In 2021, 68 of 482 (14%) positions were vacant.

2021

**14%**

### Top Unfilled

Special Education topped the list of unfilled positions by endorsement area with 143 in 2022 and 86 in 2021.

2022

**Special Education**

2021

**Special Education**

## Top 5 Unfilled:

- 2022
1. Special Education
  2. Elementary Ed.
  3. Career Education
  4. Language Arts
  5. Science

- 2021
1. Special Education
  2. Language Arts
  3. Elementary Ed.
  4. Science
  5. Career Education





**District OR-1: Home of the Panthers!**  
**Updated January 13th, 2023**

**Community Information and Business Leader Meeting Schedule for Spring 2023**

*These meetings are opportunities to hear district updates. Notice of these meetings will also be distributed on our social media channels and our district website.*

- **Wednesday, January 25th, 2023 beginning at 6:00 p.m.**
  - District OR-1 will be hosting a **Community Information Meeting** to provide updates on the building expansion projects at Bennet Elementary and Palmyra High School.
    - *The meeting will be held at Palmyra High School in the media center.*
- **Wednesday, March 8th, 2023 beginning at 6:00 p.m. : Please note that this is a change from the last scheduled time.**
  - District OR-1 will be hosting a **Career Technical Education (CTE) and Business Leader** meeting.
    - *The meeting will be held at Palmyra High School in the media center.*
- **Wednesday, March 15th, 2023 beginning at 6:00 p.m.**
  - District OR-1 will be hosting a **Community Information Meeting** to provide updates on the building expansion projects at Bennet Elementary and Palmyra High School.
    - *The meeting will be held at Bennet Elementary School in the cafeteria.*
- **Monday, May 15th, 2023 beginning at 6:00 p.m.**
  - District OR-1 will be hosting a **Community Information Meeting** to provide updates on the building expansion projects at Bennet Elementary and Palmyra High School.
    - *The meeting will be held at Palmyra High School in the media center.*

**Please note:** *Additional meetings may also be scheduled and posted in the future.*

**Upcoming Regular Board of Education Meetings:**

- **Monday, January 16th, 2023** at Palmyra High School **beginning at 7:00 p.m.** in the media center
- **Monday, February 13th, 2023** at Palmyra High School **beginning at 7:00 p.m.** in the media center
- **Monday, March 13th, 2023** at Palmyra High School **beginning at 7:00 p.m.** in the media center
- **Monday, April 10th, 2023** at Palmyra High School **beginning at 7:00 p.m.** in the media center
- **Monday, May 8th, 2023** at Palmyra High School **beginning at 7:00 p.m.** in the media center

**We thank you in advance for your support of our district and we look forward to seeing you at these meetings!**



**District OR-1 : Home of the Panthers!**



**SUPERINTENDENT'S NARRATIVE REPORT  
REGULAR BOARD OF EDUCATION MEETING:**

**Informational Items**

**Date: Monday, February 13, 2023**

**To: Palmyra District OR-1 BOE**

**From: Michael Hart**

**Career Technical Education (CTE) Month:**

- Just a note that February is Career Technical Education Month.
- We are blessed to have such outstanding educators in these content areas in our district.
- Our students and staff continue to do amazing and creative things in the area of CTE and we greatly appreciate the local community and business leader's support for these programs.

**Building Issues and Updates:**

- **Auxiliary Gym South Doors at Palmyra High School:**
  - These doors are beginning to wear out and are becoming more energy inefficient.
  - The deterioration of these doors is a safety and access issue and needs to be replaced as soon as possible.
  - We are currently trying to secure a competitive bid to repair the doors.
  - Repair bids for this item will be a possible action item at the March 13th regular board meeting.
- Boilers at the High School
- Bennet Elementary gym floor update

**Preschool Equipment Proposal at Bennet Elementary :**

- The City of Bennet would like to consider different options regarding the possible purchase and relocation of the preschool playground structure from the Bennet Elementary School to the Bennet City Park.
- The playground unit was installed in **2008** near the old preschool classroom building to the east of the main elementary building.
- This building was removed after the elementary school moved the preschool class into the new building addition.
- The playground structure has not been used for school activities for the past several years.

**Option Enrollment Information and Possible Changes:**

- The Legislature is considering two proposals to change Nebraska's option enrollment statutes:
  - **LB 414** would establish limits on schools declaring their special education program at capacity.
  - **LB 550** would effectively allow an unlimited option program without any of the existing capacity limits or restrictions.
- We will plan to review our current option enrollment student numbers at the March meeting and also review our current option enrollment policy.



## District OR-1 : Home of the Panthers!

### Staffing Information and Proposal:

#### **Special Education and Regular Education Certified Staffing Needs**

- Mr. Hart and Ms. Walter will provide an update on some changes happening within our special education programs.
- District OR-1's student needs continue to grow rapidly (and at times unexpectedly) in the area of special education. One area that continues to expand is the need for additional Birth-3 year old special education services.
- Our district is responsible for providing early intervention services (IFSP) to children before they become school age. These services follow all state guidelines and are required to be provided in the child's home with collaboration amongst the district and families.
- District OR1 also has a need to staff a position to help accommodate some early childhood behavioral and mental health needs. These specialized needs require a very high level of individualized instruction to meet individual student IEP goals.
- District OR-1 also has a need to expand our special education transition services area based on the current needs of our students.
- To accommodate this need, District OR-1 will need to hire a special education teacher for our 18-21 year old student transition program which we would like to call our **Aspire Academy**. In the past, students qualifying for these services would be served outside of our district. These "out of district" special education placements are often extremely expensive and don't always best meet the individual needs of our students.
- The **Aspire Academy** program would be based out of Bennet Elementary for the **2023-2024** school year.
  - This program would accommodate our current students needing these services.
  - Students attending the **Aspire Academy** would also have a home room in the REC classroom at the elementary school and they will learn independent living and work based skills in collaboration with local community agencies and businesses.
  - District OR-1 will also need to hire a paraprofessional for the **Aspire Academy** to assist with "job coaching" duties and IEP specific goals for the students. Students will be in the community daily working on job-related career and social skills and they will need to be transported to (and supervised at) these sites.
  - This program is a cost effective alternative to sending our students out of the district for these required special education services.
- The district will also need to hire an additional elementary teacher to accommodate the student growth in that building. The addition of this elementary teacher would allow the elementary to have three sections K- 5th grade.

### Legislative Session Update:

- Mr. Hart will present a brief update on the legislative process and current bills and school related items.

### Olson Complex Update:

- Mr. Hart will present a brief update on projects and tasks at the Olson Complex later in the meeting.

### Staff, Student, and Community Kudos:

- Superintendent Hart will highlight some recent student and staff accomplishments and activities.

# TENTATIVE\* 2023 Legislative Session

Sun	Mon	Tue	Wed	Thur	Fri	Sat
<b>January</b>						
1	2	3	4 DAY 1	5 DAY 2	6 DAY 3	7
8	9 DAY 4	10 DAY 5	11 DAY 6	12 DAY 7	13 DAY 8	14
15	16 HOLIDAY	17 DAY 9	18 DAY 10	19 DAY 11	20 DAY 12	21
22	23 DAY 13	24 DAY 14	25 DAY 15	26 DAY 16	27 DAY 17	28
29	30 DAY 18	31 DAY 19				

Sun	Mon	Tue	Wed	Thur	Fri	Sat
<b>February</b>						
			1 DAY 20	2 DAY 21	3 DAY 22	4
5	6 RECESS	7 DAY 23	8 DAY 24	9 DAY 25	10 DAY 26	11
12	13 DAY 27	14 DAY 28	15 DAY 29	16 DAY 30	17 RECESS	18
19	20 HOLIDAY	21 DAY 31	22 DAY 32	23 DAY 33	24 DAY 34	25
26	27 RECESS	28 DAY 35				

Sun	Mon	Tue	Wed	Thur	Fri	Sat
<b>March</b>						
			1 DAY 36	2 DAY 37	3 DAY 38	4
5	6 DAY 39	7 DAY 40	8 DAY 41	9 DAY 42	10 RECESS	11
12	13 DAY 43	14 DAY 44	15 DAY 45	16 DAY 46	17 RECESS	18
19	20 RECESS	21 DAY 47	22 DAY 48	23 DAY 49	24 DAY 50	25
26	27 RECESS	28 DAY 51	29 DAY 52	30 DAY 53	31 DAY 54	

Sun	Mon	Tue	Wed	Thur	Fri	Sat
<b>April</b>						
						1
2	3 DAY 55	4 DAY 56	5 DAY 57	6 DAY 58	7 RECESS	8
9	10 RECESS	11 DAY 59	12 DAY 60	13 DAY 61	14 DAY 62	15
16	17 DAY 63	18 DAY 64	19 DAY 65	20 DAY 66	21 RECESS	22
23	24 RECESS	25 DAY 67	26 DAY 68	27 DAY 69	28 HOLIDAY	29
30						

Sun	Mon	Tue	Wed	Thur	Fri	Sat
<b>May</b>						
	1 RECESS	2 DAY 70	3 DAY 71	4 DAY 72	5 DAY 73	6
7	8 DAY 74	9 DAY 75	10 DAY 76	11 DAY 77	12 RECESS	13
14	15 RECESS	16 DAY 78	17 DAY 79	18 DAY 80	19 DAY 81	20
21	22 DAY 82	23 DAY 83	24 DAY 84	25 DAY 85	26 RECESS	27
28	29 HOLIDAY	30 DAY 86	31 DAY 87			

Sun	Mon	Tue	Wed	Thur	Fri	Sat
<b>June</b>						
				1 DAY 88	2 DAY 89	3
4	5 RECESS	6 RECESS	7 RECESS	8 RECESS	9 DAY 90	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

## Legislative Recess Days

February 6, 17, 27  
 March 10, 17, 20, 27  
 April 7, 10, 21, 24  
 May 1, 12, 15, 26  
 June 5, 6, 7, 8

## Federal & State Holidays

January 16 – Martin Luther King Jr. Day  
 February 20 – Presidents' Day  
 April 28 – Arbor Day  
 May 29 – Memorial Day

\* This calendar is subject to revision by the speaker elected in the 108th Legislature.  
 The final calendar will be distributed in January 2023.

	Bill #	Introducer	P	One Liner	Theme	Committee	Hearing Day	Position	Bill Status
1	<a href="#">LR1CA</a>	Blood		Constitutional amendment to require the Legislature to reimburse political subdivisions as prescribed <a href="#">More...</a>	School Finance	Government, Military and Veterans Affairs			
2	<a href="#">LB03</a>	Sanders		Change provisions for tax levies for bonds issued by political subdivisions	School Finance	Banking, Commerce and Insurance	01/31/2023		General File
3	<a href="#">LR6CA</a>	Erdman		Constitutional amendment to prohibit governmental entities from imposing any taxes other than retail consumption taxes and excise taxes	School Finance	Revenue			
4	<a href="#">LB17</a>	Dungan		Authorize possession of a firearm on school grounds by a full-time, off-duty law enforcement officer <a href="#">More...</a>		Judiciary	01/26/2023	Follow	
5	<a href="#">LR24CA</a>	Albrecht		Constitutional amendment to eliminate the State Board of Education and provide for the Governor to appoint the Commissioner of Education	State Board of Ed	Education			
6	<a href="#">LR28CA</a>	Linehan		Constitutional amendment to change the membership of the State Board of Education <a href="#">More...</a>	State Board of Ed	Education			
7	<a href="#">LR29CA</a>	Linehan		Constitutional amendment to provide term limits for the members of the State Board of Education <a href="#">More...</a>	State Board of Ed	Education		Follow	

8	<a href="#">LB48</a>	Dorn	Appropriate money to the State Department of Education for educational service units <a href="#">More...</a>	School Finance	Appropriations	03/15/2023		
9	<a href="#">LB56</a>	McKinney	Adopt the Diaper Changing Accommodation Act		Business and Labor	01/30/2023	Follow	
10	<a href="#">LB71</a>	Sanders	Change provisions relating to parental involvement in and access to learning materials in schools <a href="#">More...</a>	Local Control	Education	01/31/2023		
11	<a href="#">LB99</a>	M. Cavanaugh	Adopt the Hunger-Free Schools Act	Well-Being of Kids	Education	02/13/2023		
12	<a href="#">LB141</a>	Briese	Require the Department of Education to provide guidance to school districts relating to a moment of silence in schools <a href="#">More...</a>	State Board of Ed	Education	01/23/2023	Follow	
13	<a href="#">LB153</a>	DeBoer	Adopt the Extraordinary Increase in Special Education Expenditures Act <a href="#">More...</a>	School Finance	Education	02/07/2023		
14	<a href="#">LB165</a>	Geist	Include elementary and secondary schools in the Nebraska educational savings plan trust and change tax benefits <a href="#">More...</a>		Revenue		Follow	
15	<a href="#">LB174</a>	Dungan	Eliminate the statute of limitations on certain civil actions for sexual assault of a child	School Liability	Judiciary			
16	<a href="#">LB177</a>	Erdman	Adopt the My Student, My Choice Act <a href="#">More...</a>	School Choice	Education			

17	<a href="#">LB178</a>	Erdman		Require display of the national motto in schools <a href="#">More...</a>	Local Control	Education			
18	<a href="#">LB188</a>	B. Hansen		Authorize the Commissioner of Education to issue temporary certificates to teach to veterans as prescribed <a href="#">More...</a>	Educational Workforce	Education	01/23/2023		
19	<a href="#">LB198</a>	McDonnell		Provide for a return to work and authorize contributions under the School Employees Retirement Act and the Class V School Employees Retirement Act <a href="#">More...</a>	Educational Workforce	Nebraska Retirement Systems			
20	<a href="#">LB201</a>	Vargas		Provide a high school graduation requirement relating to federal student aid <a href="#">More...</a>	Local Control	Education	02/13/2023		
21	<a href="#">LB225</a>	Dungan		Change provisions relating to the committee on American civics <a href="#">More...</a>	Local Control	Education	01/23/2023		
22	<a href="#">LB231</a>	Dungan		Change provisions related to student attendance and require plans for excessive absences	Well-Being of Kids	Education			
23	<a href="#">LB238</a>	Wayne		Include virtual school students in the state aid to schools formula		Education			
24	<a href="#">LB268</a>	Halloran		Authorize participation by certain entities in trusts or investment pools established by the State Treasurer		Government, Military and Veterans Affairs	02/09/2023		

25	<a href="#">LB271</a>	McKinney		Change reporting requirements for child abuse and neglect <a href="#">More...</a>	Mandates	Judiciary		Follow	
26	<a href="#">LB272</a>	Vargas		Change provisions relating to the date when compensation begins under the Nebraska Workers' Compensation Act		Business and Labor	03/06/2023		
27	<a href="#">LB277</a>	Brewer		Adopt the First Freedom Act and authorize the wearing of tribal regalia by students	Well-Being of Kids	Government, Military and Veterans Affairs	02/08/2023	Follow	
28	<a href="#">LB285</a>	Walz		Adopt the School Community Eligibility Provision Maximization Act <a href="#">More...</a>	Well-Being of Kids	Education	01/24/2023	Follow	
29	<a href="#">LB287</a>	Brewer		Prohibit creation of joint public agencies under the Joint Public Agency Act		Government, Military and Veterans Affairs			
30	<a href="#">LB298</a>	Linehan		Require collection and reporting of information regarding dyslexia in schools <a href="#">More...</a>	Well-Being of Kids	Education	01/24/2023	Follow	General File
31	<a href="#">LB299</a>	Linehan		Require approval by the voters of a school district or educational service unit for the issuance of certain bonds under the Interlocal Cooperation Act <a href="#">More...</a>	Interlocal Cooperation Act	Education	01/24/2023		General File
32	<a href="#">LB304</a>	Linehan		Require political subdivisions to disclose membership dues and lobbying fees		Government, Military and Veterans Affairs	02/09/2023	Follow	
33	<a href="#">LB320</a>	Brandt		Change provisions of the Tax Equity and Educational Opportunities Support Act <a href="#">More...</a>	School Finance	Education	02/14/2023	Follow	

34	<a href="#">LB322</a>	Linehan		Prohibit creation of new joint public agencies with power or authority relating to tax		Revenue			
35	<a href="#">LB324</a>	Wishart		Change provisions relating to reimbursements under the Special Education Act <a href="#">More...</a>	School Finance	Education	01/30/2023		
36	<a href="#">LB325</a>	Dungan		Change immunity for intentional torts under the Political Subdivisions Tort Claims Act and the State Tort Claims Act <a href="#">More...</a>	School Liability	Judiciary			
37	<a href="#">LB332</a>	Linehan		Prohibit creation of new joint public agencies with power or authority relating to education		Education			
38	<a href="#">LB340</a>	McKinney		Change provisions related to expelled students under the Student Discipline Act <a href="#">More...</a>	Well-Being of Kids	Education		Follow	
39	<a href="#">LB341</a>	Halloran		Adopt the State and Political Subdivisions Child Sexual Abuse Liability Act and exempt actions from the State Tort Claims Act and Political Subdivisions Tort Claims Act <a href="#">More...</a>	School Liability	Judiciary			
40	<a href="#">LB372</a>	Murman		Change provisions relating to part-time enrollment in public schools and extracurricular activities <a href="#">More...</a>	Local Control	Education			

41	<a href="#">LB374</a>	Murman		Adopt the Parents Bill of Rights and Academic Transparency Act <a href="#">More...</a>	Local Control	Education	01/31/2023		
42	<a href="#">LB385</a>	Linehan		Adopt the Nebraska Teacher Recruitment and Retention Act <a href="#">More...</a>	Educational Workforce	Education	01/30/2023		
43	<a href="#">LB386</a>	Linehan		Prohibit changes to the base limitation for school districts and the local effort rate calculation under the Tax Equity and Educational Opportunities Support Act <a href="#">More...</a>	School Finance	Education		Follow	
44	<a href="#">LB413</a>	Blood		Adopt the Interstate Teacher Mobility Compact <a href="#">More...</a>	Educational Workforce	Education	01/30/2023	Follow	
45	<a href="#">LB414</a>	Conrad		Change provisions relating to the enrollment option program	Option Enrollment	Education	02/07/2023		
46	<a href="#">LB429</a>	Walz		Create a fund under the Tax Equity and Educational Opportunities Support Act and transfer unclaimed income tax credits to the fund <a href="#">More...</a>	School Finance	Revenue		Follow	
47	<a href="#">LB435</a>	Geist		Provide for court appointed parental advisers	Well-Being of Kids	Judiciary	02/16/2023		
48	<a href="#">LB440</a>	Albrecht		Change provisions relating to certain school taxes and special funds <a href="#">More...</a>	School Finance	Revenue	02/10/2023		
49	<a href="#">LB455</a>	Wayne		Require the State Department of Education to create a grant program <a href="#">More...</a>	School Finance	Education		Follow	

50	<a href="#">LB475</a>	Wayne		Adopt the Nebraska Education Formula and terminate the Tax Equity and Educational Opportunities Support Act <a href="#">More...</a>	School Finance	Education		Follow	
51	<a href="#">LB476</a>	Wayne		Adopt the Public Entities Investment Trust Act		Banking, Commerce and Insurance	03/07/2023		
52	<a href="#">LB478</a>	Wayne		Change provisions relating to the Nebraska Juvenile Code and education programs in state institutions that house juveniles, provide powers and duties to the State Department of Education and the State Board of education to establish an educational division responsible for the education of certain juveniles, and provide a termination date for the superintendent of institutional schools		Education			
53	<a href="#">LB487</a>	Hunt		Prohibit any school in Nebraska receiving public funds from discriminating as prescribed	School Finance	Education	02/14/2023		
54	<a href="#">LB513</a>	Brewer		Change proof of publication requirements for legal notices and requirements for published notice and virtual conferencing under the Open Meetings Act <a href="#">More...</a>	Open Meetings	Government, Military and Veterans Affairs	02/10/2023		

55	<a href="#">LB516</a>	Walz	<p>Provide and change powers and duties for the State Department of Education, Commissioner of Education, State Board of Education, and the state school security director, provide grants to school districts for security-related infrastructure projects, and provide grants to educational service units and local public health departments to hire school psychologists and licensed mental health practitioners as prescribed</p> <p><a href="#">More...</a></p>	School Finance	Education			
56	<a href="#">LB518</a>	Walz	<p>Adopt the Reducing Education Risk Factors and Property Tax Relief Act and change provisions of the Tax Equity and Educational Opportunities Support Act</p>		Education			
57	<a href="#">LB519</a>	Walz	<p>Eliminate certification fees for teaching certificates, create and terminate funds, state intent regarding an appropriation for school employees, change provisions of the Excellence in Teaching Act, and adopt the Student Teaching Assistance Act</p> <p><a href="#">More...</a></p>	Educational Workforce	Education	01/30/2023		
58	<a href="#">LB520</a>	Walz	<p>Change provisions relating to high school graduation requirements and academic content standards and the Computer Science and Technology Education Act</p> <p><a href="#">More...</a></p>		Education	02/07/2023		

59	<a href="#">LB521</a>	Walz		Provide for immunity for school personnel administering naloxone <a href="#">More...</a>	Well-Being of Kids	Judiciary			
60	<a href="#">LB522</a>	Walz		Change provisions relating to poverty allowances under the Tax Equity and Educational Opportunities Support Act <a href="#">More...</a>	School Finance	Education			
61	<a href="#">LB523</a>	Walz		Require a state plan amendment to include school psychologists as medicaid providers <a href="#">More...</a>	Well-Being of Kids	Health and Human Services			
62	<a href="#">LB527</a>	Fredrickson		Provide reimbursements to school districts and educational service units for mental health expenditures <a href="#">More...</a>	Well-Being of Kids	Education			
63	<a href="#">LB528</a>	B. Hansen		Create the Nebraska Option Enrollment Tuition Account Program <a href="#">More...</a>	Option Enrollment	Education			
64	<a href="#">LB529</a>	B. Hansen		Change provisions of the Property Tax Request Act ("Post Card Bill") <a href="#">More...</a>		Revenue			
65	<a href="#">LB550</a>	Ballard		Change provisions relating to the enrollment option program <a href="#">More...</a>	Option Enrollment	Education			
66	<a href="#">LB558</a>	Day		Require payment of a minimum wage for all school district employees <a href="#">More...</a>	School Finance	Business and Labor	01/30/2023		
67	<a href="#">LB575</a>	Kauth		Adopt the Sports and Spaces Act <a href="#">More...</a>		Education	02/13/2023	Follow	

68	<a href="#">LB583</a>	Sanders at the request of Governor Pillen		Provide for foundation aid and special education supplemental aid under the Tax Equity and Educational Opportunities Support Act <a href="#">More...</a>	School Finance	Education	02/07/2023		
69	<a href="#">LB585</a>	Hughes		Change a duty of the state school security director and require behavioral and mental health training for certain school personnel <a href="#">More...</a>	Mandates	Education	02/07/2023		
70	<a href="#">LB589</a>	Briese at the request of Governor Pillen		Adopt the School District Property Tax Limitation Act <a href="#">More...</a>	Local Control	Revenue	02/01/2023	Follow	
71	<a href="#">LB603</a>	Linehan		Change provisions relating to the Alternative Certification for Quality Teachers Act and authorize the Commissioner of Education to issue alternative certificates to teach as prescribed <a href="#">More...</a>	Educational Workforce	Education	01/30/2023	Follow	
72	<a href="#">LB610</a>	Lippincott		Appropriate funds to the State Department of Education <a href="#">More...</a>	Educational Workforce	Appropriations	03/15/2023		
73	<a href="#">LB627</a>	Bostar		Adopt the Free Student Meals Act <a href="#">More...</a>	Well-Being of Kids	Education		Follow	
74	<a href="#">LB630</a>	McKinney		Provide a duty to the State Department of Education and require a school board to adopt a written dress code	Mandates	Education	02/14/2023	Follow	

75	<a href="#">LB632</a>	McKinney		Prohibit the suspension of students in prekindergarten through second grade in a school in a city of the metropolitan class	Well-Being of Kids	Education			
76	<a href="#">LB635</a>	Albrecht		Provide requirements regarding access to digital and online resources provided for students by school districts, schools, and the Nebraska Library Commission		Education			
77	<a href="#">LB637</a>	Albrecht		Require members of the public to be allowed to speak at each meeting subject to the Open Meetings Act	Local Control	Government, Military and Veterans Affairs			
78	<a href="#">LB638</a>	Albrecht		Adopt the Nebraska K-12 Cybersecurity and Data Protection Act		Education			
79	<a href="#">LB647</a>	McDonnell		Change provisions relating to the purchase and loan of textbooks for children enrolled in kindergarten to grade twelve of a private school		Education	02/14/2023		
80	<a href="#">LB648</a>	McDonnell		Provide powers and duties to the State Department of Education relating to the development of a workforce diploma program		Education			
81	<a href="#">LB670</a>	Hunt		Prohibit discrimination under the Nebraska Fair Employment Practice Act on the basis of gender identity or sexual orientation and prohibit discrimination by employers regardless of size		Business and Labor	02/13/2023		

82	<a href="#">LB673</a>	B. Hansen		Provide grants to schools that adopt a policy to provide emergency response mapping data to law enforcement agencies and provide powers and duties for the State Department of Education and State Board of Education <a href="#">More...</a>		Education	01/31/2023		
83	<a href="#">LB679</a>	Day		Create the Holocaust and Genocide Education Training Grant Program and provide duties for the State Department of Education, State Board of Education, and Commissioner of Education <a href="#">More...</a>	Mandates	Education			
84	<a href="#">LB681</a>	Clements at the request of Governor Pillen		Change provisions relating to a fund and provide for transfers under the Tax Equity and Educational Opportunities Support Act <a href="#">More...</a>	School Finance	Appropriations	03/15/2023		
85	<a href="#">LB690</a>	Linehan		Change provisions relating to powers and duties of the State Department of Education, State Board of Education, and Commissioner of Education <a href="#">More...</a>	State Board of Ed	Education		Follow	
86	<a href="#">LB699</a>	Murman		Change the valuation of certain real property for purposes of taxes levied by school districts <a href="#">More...</a>	School Finance	Revenue		Follow	

87	<a href="#">LB705</a>	Murman		Change provisions for the distribution of lottery funds used for education, transfer powers and duties, create new acts and funds, and change education provisions		Education			
88	<a href="#">LB724</a>	Vargas		Eliminate certain basic skill and content test requirements for eligibility for teaching certificates	Educational Workforce	Education			
89	<a href="#">LB743</a>	Kauth		Adopt the Investment Neutrality in Public Funds Act		Banking, Commerce and Insurance	02/13/2023		
90	<a href="#">LB750</a>	Albrecht at the request of Governor Pillen		Change provisions relating to the valuation of agricultural land and horticultural land	School Finance	Revenue	02/02/2023		
91	<a href="#">LB751</a>	M. Cavanaugh		Create a fund to provide state aid for public education	School Finance	Education			
92	<a href="#">LB753</a>	Linehan at the request of Governor Pillen		Adopt the Opportunity Scholarships Act and provide tax credits <a href="#">More...</a>	School Choice	Revenue	02/03/2023		
93	<a href="#">LB762</a>	DeBoer		Provide powers and duties to the State Department of Education relating to a teacher apprenticeship program <a href="#">More...</a>	Educational Workforce	Education	01/31/2023	Follow	
94	<a href="#">LB774</a>	Vargas		Change provisions relating to the Student Discipline Act	Well-Being of Kids	Education			
95	<a href="#">LB781</a>	Halloran		State intent to appropriate funds to the State Department of Education		Appropriations			

96	<a href="#">LB787</a>	Wayne		Adopt the STEEM Development Act <a href="#">More...</a>		Education	01/31/2023		
97	<a href="#">LB800</a>	Murman		Change provisions relating to the Superintendent Pay Transparency Act and provide a limit for superintendent and educational service unit administrator compensation <a href="#">More...</a>	Local Control	Education	01/31/2023		
98	<a href="#">LB805</a>	von Gillern		Require schools to allow certain youth organizations to provide information, services, and activities <a href="#">More...</a>	Local Control	Education	02/07/2023		
99	<a href="#">LB811</a>	Murman		Change provisions relating to the Student Discipline Act and provide for use of physical contact or physical restraint or removal from a class in response to student behavior, provide for behavioral awareness and intervention training, and change provisions relating to lottery funds used for education <a href="#">More...</a>	Well-Being of Kids	Education			
100	<a href="#">LB820</a>	Albrecht at the request of Governor Pillen		Adopt the Agricultural Valuation Fairness Act		Revenue	02/03/2023		

District OR-1 Student Enrollment Update: 2022-2023 School Year

Updated Monday, February 13th, 2023

Bennet Elementary: Pre-K- 5

- Pre-school: 68 - was projected at 60
- Kindergarten: 49 - was projected at 58
- 1st Grade: 60 - was projected at 60
- 2nd Grade: 55 - was projected at 57
- 3rd Grade: 67 - was projected at 63
- 4th Grade: 56 - was projected at 56
- 5th Grade: 49 - was projected at 49

**Bennet Elementary Enrolled Total as of 11/14/2022: 404 was projected at 403**

Palmyra High School: 6-12

- 6th Grade: 51 - was projected at 47
- 7th grade: 47 - was projected at 44
- 8th grade: 49 - was projected at 49
- 9th grade: 48- was projected at 46
- 10th grade: 40- was projected at 35
- 11th grade: 41 - was projected at 42
- 12th grade: 37- was projected at 39

- **Palmyra High School Current Enrollment Total as of 2/13/2023: 313- was projected at 302**

**Total District Enrollment as of 2.13.2023: 717 - was projected at 705**

- **Special Note: Last year's student enrollment at the end of the 2021-2022 school year was. 661**
- **This represents a 56 student or 8.5%% increase over the last year.**
- ***Please note that these student totals remain “fluid” as students continue to enroll or move out of the district in the coming weeks.***
- ***We will continue to update these enrollment numbers over the next couple of months to verify student enrollment for the rest of the school year.***



# Palmyra

Color key: Home Away

## February, 2023

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	
			1 6:00pm-7:00pm 10th Grade Parent/Student Meeting @ Palmyra High School Library 6:00pm-7:30pm Youth Basketball Practice @ Palmyra High School Aux East Gym 7:30pm-9:00pm Youth Basketball Practice @ Palmyra High School Aux East Gym	2 4:00pm Basketball-G/JH Johnson County Central @ Palmyra High School Auxiliary Gym 5:30pm Basketball-G/Varsity Mead Jr. / Sr. @ Freeman High School 6:00pm-7:00pm Youth Basketball Practice @ Palmyra High School Aux East Gym 7:00pm-8:30pm Youth Basketball Practice @ Palmyra High School Aux East Gym	3 2:00pm Wrestling-Varsity Falls City vs. Multiple Schools @ Falls City High School 4:00pm Wrestling-G/Varsity Lincoln Southeast @ Lincoln Southeast HS 6:15pm-7:30pm Youth Basketball Practice @ Palmyra High School Aux East Gym 7:00pm Basketball-B/Varsity Weeping Water @ Palmyra High School Main Gym	4 8:00am Basketball-G/JH Weeping Water vs. Multiple Schools @ Weeping Water High School 8:30am-10:00am Youth Basketball Practice @ Palmyra High School Aux East Gym 10:00am Wrestling-G/Varsity Lincoln Southeast @ Lincoln Southeast HS More...	
5	TBD Basketball-B/C Team TBA vs. TBA @ TBA 4:00pm Basketball-G/JH Freeman @ Palmyra High School Auxiliary Gym 6:30pm-8:00pm Youth Basketball Practice @ Palmyra High School Aux East Gym	6	7 1:30 Early Dismissal P/T Conferences 6:00pm-7:30pm Youth Basketball Practice @ Palmyra High School Aux East Gym 7:30pm-9:00pm Youth Basketball Practice @ Palmyra High School Aux East Gym	8 FCCLA Legislative Day @ Lincoln, NE FCCLA State Officer Screening Day @ Lincoln, NE 6:00pm-7:30pm Youth Basketball Practice @ Palmyra High School Aux East Gym More...	9	10 No School Winter Break TBD Wrestling-Varsity Central City @ Central City HS	11 TBD Wrestling-Varsity Central City @ Central City HS 8:30am-10:00am Youth Basketball Practice @ Palmyra High School Aux East Gym
12	FCCLA Week TBD Basketball-G/Varsity TBA vs. TBA @ TBA TBD Basketball-G/JH TBD vs. TBD @ TBD More...	13	14 FCCLA Week TBD Basketball-G/Varsity TBA vs. TBA @ TBA 6:00pm-7:30pm Youth Basketball Practice @ Palmyra High School Aux East Gym 7:30pm-9:00pm Youth Basketball Practice @ Palmyra High School Aux East Gym	15 FCCLA Week 6:00pm-7:30pm Youth Basketball Practice @ Palmyra High School Aux East Gym 7:00pm Fine Arts Booster Meeting @ Bennet Elementary 7:30pm-9:00pm Youth Basketball Practice @ Palmyra High School Aux East Gym	16 FCCLA Week TBD Basketball-G/Varsity TBA vs. TBA @ TBA 4:00pm Basketball-G/JH Weeping Water @ Weeping Water High School More...	17 State Cheer @ Heartland Event Center Grand Island FCCLA Week 5:00pm Basketball-B/JV HTRS @ HTRS High School More...	18 State Cheer @ Heartland Event Center Grand Island FFA Week TBD Basketball-G/Varsity TBA vs. TBA @ TBA More...
19 FFA Week	20 FFA Week TBD Basketball-B/Varsity TBA @ TBA 6:30pm-8:00pm Youth Basketball Practice @ Palmyra High School Aux East Gym	21 FFA Week TBD Basketball-B/Varsity TBA @ TBA 6:00pm-7:30pm Youth Basketball Practice @ Palmyra High School Aux East Gym 7:30pm-9:00pm Youth Basketball Practice @ Palmyra High School Aux East Gym	22 No School-Staff Collaborative PD/WD FFA Week 9:00am ECNC Speech @ Palmyra High School More...	23 FFA Week TBD Basketball-B/Varsity TBA @ TBA 6:00pm-7:00pm Youth Basketball Practice @ Palmyra High School Aux East Gym 7:00pm-8:30pm Youth Basketball Practice @ Palmyra High School Aux East Gym	24 FFA Mission/Impact Conference FFA Week 3:00pm Wrestling-JH Weeping Water vs. Multiple Schools @ Weeping Water High School 6:15pm-7:30pm Youth Basketball Practice @ Palmyra High School Aux East Gym	25 FFA Mission/Impact Conference FFA Week 8:00am-5:00pm Youth Basketball Tournament @ Multiple Locations More...	
26 FCCLA Peer Education Conference @ Kearney	27 FCCLA Peer Education Conference @ Kearney Start of Spring Practice Start of Spring Practice 6:30pm-8:00pm Youth Basketball Practice @ Palmyra High School Aux East Gym	28 FFA CDE Contest @ SCC Beatrice 4:30pm Wrestling-JH Malcolm @ Malcolm High School 6:00pm-7:30pm Youth Basketball Practice @ Palmyra High School Aux East Gym 7:30pm-9:00pm Youth Basketball Practice @ Palmyra High School Aux East Gym					

## **District OR-1**

### **February 13, 2023 Activities Board Report**

- Boys BB Team-5<sup>th</sup> place at ECNC Tournament
- Girls BB Team-6<sup>th</sup> place at ECNC Tournament
- Girls WR-Bettie Jo Chambers District Runner Up, Evelyn Bryan-Aldrich District Champion
- ---Both qualify for the State Tournament on Feb. 16, 17, 18 @ CHI Health Center
- Boys District WR Feb 10<sup>th</sup> & 11<sup>th</sup> @ Central City HS
- State Cheer Feb. 17th @ Heartland Event Center in Grand Island
- Sub-District Girls Basketball Feb 13<sup>th</sup>-14<sup>th</sup>- & 16th @ TBA
- Sub-District Boys Basketball Feb 20<sup>th</sup>, 21<sup>th</sup> & 23rd @ TBA
- ECNC Speech Host Feb. 22nd @ Palmyra

### **Activities Calendar**

- See attached

Administrator Board Report.updated  
Monday, February 13th 2023

**Bennet/Palmyra School Update:**

1. Parent Teacher Conferences were Tuesday, February 7th. These were very well attended by parents.
2. Wednesday, February 22nd will be a Teacher In-service work day. This day will be focused on preparing for the AdvancED visit in April.
3. The 5th grade student council will be organizing a fundraiser for the February Caring Project. They have decided to raise money for the Bennet Ambulance Fund (specifically a Pedi-mate.) Shane King spoke to the Student Council members and shared information about the new ambulance and items needed for medical calls.  
Administrator Board Report.updated
4. Scheduling conversations have begun for next year
5. NARCAN was obtained by Christine Wilson (School Nurse)
6. Mike Lindeman came and did a masonry demonstration for STS class
7. A person from the Marines spoke to the Seniors about careers



**District OR-1 Public Schools**  
**2023 Board of Education: Committee Assignments:**

*Updated: January 16, 2023*

- **Negotiations Committee:**
  - **Purpose:** Policy # 8152
  - **Meetings:** Several meetings in November -January
  - **Members:** Jaimi Calfee, Dean Busch, and Josh Penterman
- **Curriculum, Committee on American Civics:**
  - **Purpose:** Policy #8153
  - **Meetings:** At least twice a year -- one where public testimony is accepted:
  - **Members:** Jaimi Calfee, Dean Busch, and Dee Moore
- **Transportation/Facilities Committee:**
  - **Purpose:** Discuss and analyze the transportation and facility needs of the district, as well as vehicle replacements and maintenance proposals.
  - **Meetings:** At least quarterly; more frequently when needed:
  - **Members:** Dean Busch and Tim Cheney
- **Finance/Budget Committee:**
  - **Purpose:** Studies financial documents of the district, as well as finance and facilities proposals.
  - **Meetings:** At least quarterly; more frequently when needed
  - **Members:** Josh Penterman and Tim Cheney
- **Policy and Government Relations Committee:**
  - **Purpose:** Reviews proposed policy revisions and adoptions and make recommendations to the full Board. Participates in government relations activities, such as NASB legislative meetings, visiting with senators, and testifying before the legislature if needed.
  - **Meetings:** As needed and potentially more frequent during legislative session
  - **Members:** Brandon Desh, Josh Penterman, and Dee Moore
- **Strategic Planning Committee:**
  - **Purpose:** Serve on the district strategic planning committee (when in the SP process) and report meeting progress back to the full board.
  - **Meetings:** As needed during the strategic planning process
  - **Members:** Brandon Desh, Tim Cheney, and Dee Moore
- **School Improvement Steering Committee:**
  - **Purpose:** *Assist in the SIP goal-setting process.*
  - **Meetings:** *As needed during the school accreditation and goal setting process.*
  - **Members:** Jaimi Calfee and Dee Moore
- **Administration Review Committee:**
  - **Purpose:** Completes the annual evaluation of the Superintendent, with input from the Board as a whole.
  - **Meetings:** 1-3 times prior to the Superintendent's evaluation.
  - **Member:** Board President
- **Foundation for Knowledge:**
  - **Purpose:** Serves as the BOE representative on the *Foundation for Knowledge* Board.
  - **Meetings:** As needed
  - **Member:** Jaimi Calfee
- **Proposed Adjunct Committees:** As needed



**District OR-1: Home of the Panthers!**  
**Updated January 13th, 2023**

**Community Information and Business Leader Meeting Schedule for Spring 2023**

*These meetings are opportunities to hear district updates. Notice of these meetings will also be distributed on our social media channels and our district website.*

- **Wednesday, January 25th, 2023 beginning at 6:00 p.m.**
  - District OR-1 will be hosting a **Community Information Meeting** to provide updates on the building expansion projects at Bennet Elementary and Palmyra High School.
    - *The meeting will be held at Palmyra High School in the media center.*
- **Wednesday, March 8th, 2023 beginning at 6:00 p.m. : Please note that this is a change from the last scheduled time.**
  - District OR-1 will be hosting a **Career Technical Education (CTE) and Business Leader** meeting.
    - *The meeting will be held at Palmyra High School in the media center.*
- **Wednesday, March 15th, 2023 beginning at 6:00 p.m.**
  - District OR-1 will be hosting a **Community Information Meeting** to provide updates on the building expansion projects at Bennet Elementary and Palmyra High School.
    - *The meeting will be held at Bennet Elementary School in the cafeteria.*
- **Monday, May 15th, 2023 beginning at 6:00 p.m.**
  - District OR-1 will be hosting a **Community Information Meeting** to provide updates on the building expansion projects at Bennet Elementary and Palmyra High School.
    - *The meeting will be held at Palmyra High School in the media center.*

**Please note:** *Additional meetings may also be scheduled and posted in the future.*

**Upcoming Regular Board of Education Meetings:**

- **Monday, January 16th, 2023** at Palmyra High School **beginning at 7:00 p.m.** in the media center
- **Monday, February 13th, 2023** at Palmyra High School **beginning at 7:00 p.m.** in the media center
- **Monday, March 13th, 2023** at Palmyra High School **beginning at 7:00 p.m.** in the media center
- **Monday, April 10th, 2023** at Palmyra High School **beginning at 7:00 p.m.** in the media center
- **Monday, May 8th, 2023** at Palmyra High School **beginning at 7:00 p.m.** in the media center

**We thank you in advance for your support of our district and we look forward to seeing you at these meetings!**



# DISTRICT OR-1 PUBLIC SCHOOLS



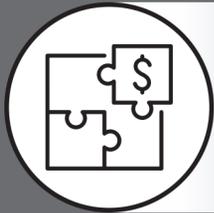
## 2022-2027 STRATEGIC PLAN GUIDING PRINCIPLES

I



**CULTURE & CONNECTEDNESS**  
*Community, Climate, and Development*

II



**FACILITIES**  
*Maintaining and Expanding*

III



**STUDENT LEARNING EXPERIENCES**  
*Opportunities and Programs*

IV



**PERSONNEL EFFECTIVENESS & STAFFING**  
*Teachers, Administration, and Staff*

V



**BOARD GOVERNANCE**  
*Engagement and Evaluation*

TOGETHER, WE PREPARE OUR STUDENTS TO SUCCESSFULLY  
MEET THE CHALLENGES OF THE FUTURE.

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Internal Board Policies - OrganizationPurpose and Role of the Board

The responsibilities of the Board of Education shall be as follows:

1. Provide a school system which offers a Kindergarten through twelfth grade program.
2. Confer with the Superintendent of schools about recommendations for school programs.
3. Consider and adopt textbooks selected by the Superintendent and staff together with the courses of study recommended by them.
4. Set and annually review long-term written goals for the school district.
5. Consider and approve the annual operating budget prepared by the Superintendent.
6. Consider and approve claims for expenditure.
7. Be responsible to interpret the school programs to the community through a community relations program.
8. Represent the needs of the school system before city and state authorities as well as the general public.
9. Refer parent and community criticism and suggestions to the Superintendent for consideration and recommendation.
10. Serve as a body of final appeal for staff members and school patrons on matters properly appealable from orders of the Superintendent.
11. Establish and maintain policies consistent with the Board's interpretation of the wishes of the community and the requirements of the law. Conduct an annual review of policies as and to the extent required by law.
12. Develop a procedure whereby policy changes and/or additions may be proposed by board members, other school employees, or the general public by submitting them to the Superintendent for consideration and recommendation.
13. Continuously evaluate the effectiveness of Board policies.
14. Adopt rules and regulations in cooperation with the Superintendent for governance of the school system.

15. Select the Superintendent and support the Superintendent in the efficient discharge of the Superintendent's duties.
16. Require reports from the Superintendent.
17. Evaluate the Superintendent of Schools in accordance with applicable state laws.
18. Elect school personnel upon nomination and recommendation of the Superintendent.
19. Annually elect officers of the Board and appoint auxiliary personnel as necessary.
20. Distinguish between selfish, uninformed criticism and genuinely helpful criticism.
21. Perform specific duties imposed on school boards by statutes of the State of Nebraska.
22. Participate in local, state and national organizations for school board members.
23. Cooperate with other governmental bodies and agencies.
24. Cooperate with professional and educational organizations.

Legal Reference:   Neb. Rev. Stat. § 79-501  
                          Neb. Rev. Stat. § 79-512  
                          Neb. Rev. Stat. § 79-525  
                          Neb. Rev. Stat. § 79-526

Date of Adoption:   January 17, 2017  
Reviewed:           February 8, 2021

Internal Board Policies - OrganizationDuties and Functions of the Board of Education

- A. The Board of Education shall exercise full legislative control over District OR-1 Public Schools, in accordance with the statutes of the State of Nebraska.
- B. The Board of Education shall elect a Superintendent to carry out the executive duties of District OR-1 Public Schools. The Superintendent's appointment shall be a major item of business at the December meeting, unless the present Superintendent is on a term contract.
- C. The Board of Education shall, through its legislative function, initiate questions of policy and act on the recommendations of the Superintendent in matters of policy, employee employment or dismissal, salary schedules or other personnel regulations, courses of study, selection of text books, and other matters pertaining to the direct welfare of the schools.
- D. The Board of Education shall require reports from its executive officer concerning conditions of efficiency and needs of the schools. The Board shall take steps to appraise the effectiveness with which the schools are achieving the educational purposes of the school system as may be determined by the Board of Education.
- E. The Board of Education shall provide for the preparation and adoption of the annual budget and shall provide, by the exercise of its taxing power, the funds necessary to finance the operation of the schools within the guidelines of Nebraska State Statute.
- F. In order to exercise its rights and duties, the Board of Education shall prepare and publish a body of policies and regulations covering organization, policies, and procedures of the school system. The Board of Education shall cause its policies and regulations to be kept in constant revision, conduct an annual review to the extent and shall republish such policies as and to the extent required by law and as deemed necessary.

Date of Adoption: January 17, 2017  
Reviewed: February 8, 2021

Internal Board Policies - OrganizationAnnual Organizational Meeting

- A. An organizational meeting of the District OR-1 School District Board of Education shall be held on or before the third Monday of January of each year for the purposes of seating any new members and electing officers.

The following are procedures for election of officers and other business to take place at the annual organizational meeting of the Board:

1. After new Board members are sworn in, the Board will elect from its members a President, Vice President, and appoint a Secretary and Treasurer, and if it is determined by the Board of Education to be needed an ex officio secretary and treasurer and those elected will assume office at the organizational meeting.
  2. Upon call for nominations for each office by the Chair, nominations shall be made by written or oral ballot. Voting will be by oral or written ballot on all members nominated and repeated until a majority is achieved for a nominee. If the tie is not broken after five ballots, the Chair will determine the winner by the flip of a coin, followed by a vote ratifying such selection. The vote may be taken by secret ballot, but the total number of votes for each candidate shall be recorded in the minutes of the meeting.
  3. The President shall assume the chair immediately upon the President's election.
- B. The order of business for meeting should be as follows:
1. Call to Order and Roll Call
  2. Oath of office for most recently elected
  3. Elections and Appointments
    - a. President
    - b. Vice President
    - c. Treasurer
    - d. Secretary
  4. Approval of committees, positions, and designations
    - a. Consider, discuss and take action to elect Secretary to the BOE
    - b. Consider, discuss and take action to select Legal counsel
    - c. Consider, discuss and take action to elect Committees as determined by the BOE

- d. Consider, discuss and take action to select Depository bank(s)
  - e. Consider, discuss and take action to select District newspaper(s) of record
5. Approval of current Board policies and regulations
  6. Designate date for the annual review of BOE policies
  7. Dissemination to each Board member of conflict of interest statutes
  8. Adjournment

Date of Adoption: June 12, 2017  
Reviewed: February 8.2021

**RESOLUTION**

**RESOLVED**, that the official depository of school funds for this School District is hereby designated to be \_\_\_\_\_, and that the designation of any other institution as the depository of school funds is hereby withdrawn.

The above Resolution, having been read in its entirety, member \_\_\_\_\_ moved for its passage and adoption, and member \_\_\_\_\_ seconded the same. After discussion and roll call vote, the following members voted in favor of passage and adoption of the above Resolution: \_\_\_\_\_

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

\_\_\_\_\_.  
The following members were absent or not voting: \_\_\_\_\_

\_\_\_\_\_.  
The above Resolution, having been consented to and approved by more than a majority of the members of the School Board of this School District, was declared as passed and adopted by the President at a duly held and lawfully convened meeting in full compliance with the Nebraska open meetings law.

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

District OR-1 Public Schools

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

Attest:

\_\_\_\_\_  
Secretary

Legal Reference: Neb. Rev. Stat. §§ 77-2350 and 77-2350.01

Date of Adoption: June 12, 2017  
Reviewed: February 8.2021

Internal Board Policies - Organization

Committee of the Whole

It shall be the policy of District OR-1 Public Schools that the Board of Education shall take formal actions as a Committee of the Whole on all matters pertaining to business and educational policies of the district.

Legal Reference:      Neb. Rev. Stat. § 79-520

Date of Adoption:      January 17, 2017  
Reviewed:                February 8.2021

Internal Board Policies - OrganizationStanding Committees

It shall be the policy of District OR-1 Public Schools that the following will be the standing committees of the Board of Education:

1. Negotiations Committee
2. Curriculum, Committee on American Civics
3. Transportation/Facilities
4. Budget Committee
5. Policy Committee
6. Administration Review Committee

It shall further be the policy of District OR-1 Public Schools that the board chair shall appoint the members of the above committees.

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

Date of Adoption: January 17, 2017  
Reviewed: February 8, 2021

Date of Revision: June 10, 2019

Internal Board PoliciesStanding Committee on Negotiations

It shall be the policy of District OR-1 Public Schools that the Negotiations Committee shall consist of three members appointed by the board chair.

The Negotiations Committee will represent the full Board of Education in negotiations with recognized labor organizations. The full Board of Education may also include selected administrators on the negotiations team. The Board of Education reserves the right to appoint a chief spokesperson who is not a member of the Board to represent the Board in negotiations.

After negotiations are completed, the negotiations committee will make a recommendation to the full Board of Education on the salary schedule and benefits under consideration.

Date of Adoption: January 17, 2017  
Reviewed: February 8.2021

Internal Board Policies - OrganizationStanding Committee on American Civics

It shall be the policy of District OR-1 Public Schools that the Committee on American Civics shall consist of three members appointed by the Board President. The Committee shall meet at least twice per year. One of the responsibilities of this committee will be to examine recommended social studies textbooks and report findings based on this examination to other members of the Board of Education. The Committee shall take all other steps to ensure compliance with Nebraska law.

It shall further be the policy of District OR-1 Public Schools that the Committee on American Civics shall review all major proposals prepared by the superintendent of schools and instructional staff for adoption of new textbooks, development of new instructional programs, revision of existing instructional programs, modification of established graduation requirements, and other related matters. After the review is completed, the Committee on Curriculum and Americanism will make a recommendation to the full Board of Education about approval or adoption of the matter under consideration.

Legal Reference:      Neb. Rev. Stat. § 79-724  
                              Neb. Rev. Stat. § 79-520  
                              LB 399 (2019)

Date of Adoption:    January 17, 2017  
Reviewed:            February 8, 2021

Date of Revision:    June 10, 2019

Internal Board Policies - OrganizationTemporary Committees

It shall be the policy of District OR-1 Public Schools that in addition to the appointment of standing committees, the President of the Board of Education or the full Board may appoint such temporary committees as are deemed necessary.

Temporary committees shall serve at the pleasure of the President of the Board of Education or of a majority of the members of the Board of Education, but in general the duration of temporary committees shall not exceed beyond the next annual meeting of the Board of Education.

Temporary committees will be expected to submit their recommendations to the full Board of Education for appropriate action.

Legal Reference: Neb. Rev. Stat. § 79-520

Date of Adoption: January 17, 2017

Reviewed: February 8, 2021

Internal Board Policies - OrganizationBoard Self-Evaluation

The primary purpose for board self-evaluation is for the improvement of school board leadership. In evaluating the board's functions and roles, the board may focus attention to the following:

1. Evaluation shall be conducted in odd years at a scheduled time and place.
2. The evaluation should be a composite of the individual board member's opinions;
3. The evaluation should include a constructive discussion of strengths and weaknesses; and
4. The board should be free to comment on any area related to its function of governing the district.

The board and superintendent will cooperatively develop an evaluation plan that evaluates the various aspects of the board's functions, duties, and roles. The evaluation will include the following items:

1. The evaluation instrument shall define and describe the standards against which the board evaluates its performance.
2. The evaluation shall include the establishment of objectives and strategies for improving board performance.
3. The evaluation shall analyze progress toward existing board goals and examine the need to establish new or revised goals.

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

Date of Adoption: January 17, 2017

Reviewed: February 8.2021

Internal Board Policies - Board MembersRetirement

It shall be the policy of District OR-1 Public Schools that retiring members of the Board of Education shall be appropriately recognized and thanked for the service which they have rendered to the schools and to the community.

When a Board member is retiring from service, the President of the Board of Education will direct that preparation be made for any presentation or award which will be made at the final meeting attended by the retiring Board member.

Date of Adoption: January 17, 2017  
Reviewed: February 8.2021

Internal Board Policies - Board MembersOrientation for Newly-Elected Members of the Board of Education

The Board of Education and staff members shall assist each new elected member to understand the functions, policies, and procedures of the Board of Education before the member takes office. To this end the following steps shall be taken:

1. The newly-elected member shall be given selected materials such as a copy of the Board's policies, a copy of the school budget, a copy of Nebraska school laws and information on the responsibility of a school Board member.
2. The newly-elected member shall be invited to attend meetings of the Board of Education and to participate in the discussions.
3. The secretary of the Board of Education shall supply material pertinent to the meetings and the Superintendent of the School shall explain the use of such materials.
4. The newly-elected member shall be invited to meet with the Superintendent and Principal to discuss their area of responsibility as defined by the Board of Education.
5. Any other material deemed helpful shall be made available upon request.

Date of Adoption: January 17, 2017

Reviewed: February 8.2021

Internal Board Policies - Board MembersPolicy for Board Member Attendance at Educational Workshops, Conferences, Training Programs, Official Functions, Hearings, and Meetings

Board members are expected to maintain effectiveness by being well-informed on educational issues. Accordingly, Board members are encouraged to attend educational workshops, conferences, training programs, official functions, hearings, or meetings which are sponsored by the school district, state, and national education organizations.

Board members are specifically authorized to attend such functions which are sponsored by this school district, the Nebraska Association of School Boards, the National School Boards Association, AASA, NRCSA and similar organizations without specific action by the Board of Education. In addition, school Board members may attend such functions at district expense sponsored by other organizations upon specific prior approval of the Board of Education.

Legal Reference: Neb. Rev. Stat. § 79-512

Date of Adoption: January 17, 2017

Reviewed: February 8.2021

Internal Board Policies - Board MembersCoffee Act Policy (Reimbursable Expenses)

- A. Board members, employees or volunteers of the school district are expected to maintain effectiveness by being well informed on educational and related issues and are encouraged to diligently perform their required duties, attend educational workshops, conferences, training programs, official functions, hearings or meetings which are necessary to perform required duties, sponsored by the school district or State and national educational organizations or which are otherwise in the best interests of this school district as follows:
1. Board members as a result of this policy are hereby given prior approval by this school Board and upon approval by the Superintendent or the Superintendent's designee are specifically authorized to attend such functions without additional or further approval by the school Board unless otherwise so determined and the school district shall pay the registration costs, tuition costs, fees or charges for such functions along with actual travel expenses, if travel is by commercial or charter means or if a personal automobile is used, mileage shall be allowed at the rate provided by law with meals and lodging to be reimbursed based upon substantiated costs actually and necessarily incurred or applicable Federal Rates.
  2. Employees and volunteers are authorized to attend such functions upon prior approval by the Superintendent or the Superintendent's designee and the school district shall pay registration costs, tuition costs, fees or charges for such functions along with actual travel expenses, if travel is by commercial or charter means or if a personal automobile is used, mileage shall be allowed at the rate provided by law with meals and lodging to be reimbursed based upon substantiated costs actually and necessarily incurred or applicable to Federal rates.
- B. Payment or reimbursement for expenses incurred by Board members, employees or volunteers as otherwise specifically permitted by law shall also be allowed as provided by such law.
- C. Since it is hereby determined to be important and in the best interest of this school district to recognize service by Board members, employees and volunteers, the school Board hereby authorizes the President, Superintendent or the Superintendent's designee to determine when and to whom plaques, certificates of achievement, flowers or other items of value should be granted provided that no such plaque, certificate, flowers or other item of value to be awarded shall cost more than \$50.00.

- D. School Board members are not paid members and when appropriate because of the timing, length or other factors, sandwiches or meals may be provided to School Board members, employees and volunteers attending public meetings or in other appropriate or necessary situations such as joint meetings with other governing bodies.
- E. That non-alcoholic beverages, cookies or other similar items may be provided to individuals attending public meetings, private meetings, discussions or public or private conferences as determined necessary or appropriate by the Superintendent or the Superintendent's designee to be in the best interest of this school district.
- F. Non-alcoholic beverages and meals may be provided for individuals while performing or immediately after performing relief, assistance or support activities in emergency situations or during or immediately following their participation in any activity approved by the School Board.
- G. In addition to the other matters covered and allowed by this policy, one recognition dinner each fiscal year may be held for Board members, employees or volunteers provided the maximum cost per person, which is hereby established for such dinner shall not exceed \$50.00 and further provided that such annual dinner may be held separately for employees of each department or separately for volunteers or any of them in combination.
- H. The authority necessary to carry out the provisions of this policy should be and is hereby delegated from the School Board to the designated officials so indicated herein.
- I. Nothing in this policy shall authorize the expenditure of public funds to pay for any expenses incurred by a spouse of a Board member, employee or volunteer unless the spouse is also a Board member, employee or volunteer.

Legal Reference: Neb. Rev. Stat. §§ 13-2201 to 13-2204  
Neb. Rev. Stat. §79-546

Date of Adoption: January 17, 2017

Date of Revision: June 11, 2018

Internal Board Policies - Board MembersCoffee Act Policy (Reimbursable Expenses)

- A. Board members, employees or volunteers of the school district are expected to maintain effectiveness by being well informed on educational and related issues and are encouraged to diligently perform their required duties, attend educational workshops, conferences, training programs, official functions, hearings or meetings which are necessary to perform required duties, sponsored by the school district or State and national educational organizations or which are otherwise in the best interests of this school district as follows:
1. Board members as a result of this policy are hereby given prior approval by this school Board and upon approval by the Superintendent or the Superintendent's designee are specifically authorized to attend such functions without additional or further approval by the school Board unless otherwise so determined and the school district shall pay the registration costs, tuition costs, fees or charges for such functions along with actual travel expenses, if travel is by commercial or charter means or if a personal automobile is used, mileage shall be allowed at the rate provided by law with meals and lodging to be reimbursed based upon substantiated costs actually and necessarily incurred or applicable Federal Rates.
  2. Employees and volunteers are authorized to attend such functions upon prior approval by the Superintendent or the Superintendent's designee and the school district shall pay registration costs, tuition costs, fees or charges for such functions along with actual travel expenses, if travel is by commercial or charter means or if a personal automobile is used, mileage shall be allowed at the rate provided by law with meals and lodging to be reimbursed based upon substantiated costs actually and necessarily incurred or applicable to Federal rates.
- B. Payment or reimbursement for expenses incurred by Board members, employees or volunteers as otherwise specifically permitted by law shall also be allowed as provided by such law.
- C. Since it is hereby determined to be important and in the best interest of this school district to recognize service by Board members, employees and volunteers, the school Board hereby authorizes the President, Superintendent or the Superintendent's designee to determine when and to whom plaques, certificates of achievement, flowers or other items of value should be granted provided that no such plaque, certificate, flowers or other item of value to be awarded shall cost more than \$50.00.

- D. School Board members are not paid members and when appropriate because of the timing, length or other factors, sandwiches or meals may be provided to School Board members, employees and volunteers attending public meetings or in other appropriate or necessary situations such as joint meetings with other governing bodies.
- E. That non-alcoholic beverages, cookies or other similar items may be provided to individuals attending public meetings, private meetings, discussions or public or private conferences as determined necessary or appropriate by the Superintendent or the Superintendent's designee to be in the best interest of this school district.
- F. Non-alcoholic beverages and meals may be provided for individuals while performing or immediately after performing relief, assistance or support activities in emergency situations or during or immediately following their participation in any activity approved by the School Board.
- G. In addition to the other matters covered and allowed by this policy, one recognition dinner each fiscal year may be held for Board members, employees or volunteers provided the maximum cost per person, which is hereby established for such dinner shall not exceed \$50.00 and further provided that such annual dinner may be held separately for employees of each department or separately for volunteers or any of them in combination.
- H. The authority necessary to carry out the provisions of this policy should be and is hereby delegated from the School Board to the designated officials so indicated herein.
- I. Nothing in this policy shall authorize the expenditure of public funds to pay for any expenses incurred by a spouse of a Board member, employee or volunteer unless the spouse is also a Board member, employee or volunteer.

Legal Reference: Neb. Rev. Stat. §§ 13-2201 to 13-2204  
Neb. Rev. Stat. §79-546

Date of Adoption: January 17, 2017  
Reviewed: February 8.2021

Date of Revision: June 11, 2018

Internal Board Policies/PersonnelUse of Public Resources by Board Members and EmployeesRestrictions on Use

No Board member or employee of District OR-1 Public Schools shall use or authorize the use of his or her public office or any confidential information received through the holding of the 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 the individual is associated.

No Board member or employee shall use or authorize the use of school district 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.

No Board member or employee shall use or authorize the use of school resources 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. For purposes of this restriction, "school resources" means personnel, property, resources, or funds under the official care and control of the Board member or employee.

Authorized Uses

The uses described below are not authorized by employees, and violate this policy, where an employee's use: (1) interferes with the conduct of school business; (2) interferes with the performance of the employee's duties and responsibilities; (3) is contrary to another Board policy or a rule or directive set forth in an employee handbook or other employee communication device; (4) is contrary to a supervisor's directive; or (5) the use is for the employee's personal financial gain or potential for personal financial gain.

*Incidental or De Minimis Use:* Use of school resources by a Board member or employee which is incidental or de minimis does not constitute a violation of this policy.

*Personal Use as Part of Compensation:* Use of school resources for personal purposes is authorized by this policy if:

1. the use of the resource for personal purposes is part of the employee's compensation provided in an employment contract or is consistent with this policy; and
2. the personal use of the resource as compensation is reported in accordance with the Internal Revenue Code of 1986, as amended, and taxes, if any, are paid by the affected employee.

Employees who engage in such personal use shall, upon request of the Board of Education or the administration, provide evidence to establish that the compensation has been reported and taxes paid as required by the Tax Code.

*School Vehicles:* Use of a school vehicle by a Board member or employee to travel to a designated location or the home of the Board member or employee is permissible when the primary purpose of the travel serves a school district purpose. Such use is authorized by this policy. No travel other than directly to the school-related trip destination shall occur, however, when students are in the vehicle or if the vehicle is a school bus.

*Communication Devices:* A Board member or employee may use a telecommunication system, a cellular telephone, an electronic handheld device, or a computer under the control of the school district for email, text messaging, a local call, or a long-distance call, to a child at home, a teacher, a doctor, a day care center, a baby-sitter, a family member, or any other person to inform any such person of an unexpected schedule change or for other essential personal business. Any such communication shall be kept to a minimum and shall not interfere with the conduct of school business or the performance of an employee's duties.

A Board member or employee shall be responsible for payment or reimbursement of charges (e.g. long distance charges), if any, that directly results from any such communication. The Board member or employee shall promptly report any such communication that results in an expense to the School District to the Superintendent or the Superintendent's designee. The Superintendent or the Superintendent's designee shall establish procedures for reimbursement of charges incurred as a result of such communications.

Use of the District's internet system for such communications shall not be permitted to the extent such use violates the terms of the E-Rate program, which restricts use of the internet system to "educational purposes."

*Election Issues:* A Board member or the Superintendent, in the normal course of his or her duties, may use school resources to research and prepare materials to assist the School Board in determining the effect of a ballot question on the School District.

Mass mailings, mass duplication, or other mass communications at school expense for the purpose of qualifying, supporting, or opposing a ballot question is not permitted. Mass communications does not include placing public records demonstrating the consequences of the passage or defeat of a ballot question affecting the School District on its existing websites.

A Board member or employee may campaign for or against the qualification, passage, or defeat of a ballot question or the nomination or election of a candidate when no school resources are used. An employee shall not engage in campaign activity for or against the qualification, passage, or defeat of a ballot question or the nomination or election of a candidate while on duty time.

A Board member or authorized employee may make school facilities available 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 of use.

The School Board may discuss and vote upon a resolution supporting or opposing a ballot question.

A Board member may respond to specific inquiries by the press or the public as to his or her opinion regarding a ballot question or provide information in response to a request for information.

A Board member or employee may identify himself or herself by his or her official title when communicating about a ballot question. Employees who do so shall clearly communicate that their communication is their personal opinion and does not reflect the position or views of the Board of Education or the School District unless express authorization is given by the Board of Education or the Superintendent.

Legal Reference: Neb. Rev. Stat. §§49-14,101.01 and 49-14,101.02

Date of Adoption: January 17, 2017

Reviewed: February 8, 2021

Internal Board Policies - Board Members

Membership in School Board Associations

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

Legal Reference: Neb. Rev. Stat. § 79-512

Date of Adoption: January 17, 2017

Reviewed: February 8.2021

Internal Board Policies - Board MembersConflict of Interest/Contracts

It shall be the policy of District OR-1 Public Schools that any contract whether oral or written, formal or informal, which is entered into by the school district and in which a member of the Board of Education is directly or indirectly interested, is voidable unless certain reporting, disclosure and abstention requirements are met. The school district is authorized to enter into a contract in which a member of the Board of Education is directly or indirectly interested so long as:

1. The Board member makes a declaration on the record regarding the nature of his/her interest prior to official consideration of the contract.
2. The affected Board member does not participate in consideration or discussion of the contract.
3. The Board member does not vote on the granting of the contract except that if the number of members of the Board declaring an interest in the contract would prevent the Board with all members present from securing a quorum in the issue, then all members may vote on the matter.
4. The Board member does not in any way participate in the inspection, operation, administration or performance under the contract on the part of the district.

It shall further be the policy of District OR-1 Public Schools that the above provisions apply not only to formal contracts but also to open accounts.

Legal Reference: Neb. Rev. Stat. Sec. 49-14,103.01

Date of Adoption: January 17, 2017

Reviewed: February 8, 2021

Internal Board PoliciesConflict of Interest - Employment of Family Member of Board Member or Supervisor and Employment of Board Member

1. A member of the Board of Education or an administrator or other employee with supervisory responsibilities may employ or recommend or supervise the employment of an immediate family member if:

- a. He or she does not abuse his or her official position (for this purpose, “abuse” means employing an immediate family member: who is not qualified for and able to perform the duties of the position; at an unreasonably high salary; or who is not required to perform the duties of the position);
- b. He or she makes a full disclosure on the record to the Board of Education and a written disclosure to the Superintendent and/or Secretary of the Board; and,
- c. The Board of Education approves the employment or supervisory position.

2. No immediate family member of a Board of Education or an administrator or other employee with supervisory responsibilities shall be employed by the School District:

- a. Without first having made a reasonable solicitation and consideration of applications for such employment.
- b. Who is not qualified for and able to perform the duties of the position.
- c. For any unreasonably high salary.
- d. Who is not required to perform the duties of the position.

3. Neither the Board of Education nor an administrator or other employee with supervisory responsibilities shall terminate the employment of another employee so as to make funds or a position available for the purpose of hiring an immediate family member.

4. This policy shall not apply to an immediate family member of a member of the Board of Education or an administrator or other employee with supervisory responsibilities who was previously employed in a position with the School District prior to the election or appointment of the Board member or employee. Prior to or as soon as reasonably possible after the official date a Board member takes office or an employee assumes his or her responsibilities, such Board member, administrator or other employee with supervisory responsibilities shall make a full disclosure of any immediate family member employed in a position subject to this policy.

5. A member of the Board of Education may not be engaged in a contract to teach with the District OR-1 Public School District. Nor shall a member of the Board of Education cast a vote in favor of the election of any employee when the Board member is related by blood or marriage to such employee.

Legal Reference: Neb. Rev. Stat. §§ 49-1499.04; Sec.49-1499.05; 79-544; and 79-818

Date of Adoption: January 17, 2017

Reviewed: February 8.2021

Internal Board PoliciesConflict of Interest—Other Than Contracts or Employment

1. Members of the Board of Education of this School District shall abstain from voting on matters on which they may have a conflict of interest. Any Board member who would be required to take any action or make any decision in the discharge of his or her 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:

- (A) Prepare a written statement describing the matter requiring action or decision and the nature of the potential conflict; and,
- (B) Deliver a copy of the statement to the Secretary of the Board of Education, who shall enter the statement into the public records of the School District.

The Board member shall take such action as the Commission shall advise or prescribe to remove himself or herself from influence over the action or decision in the matter.

2. The provisions of paragraph 1 above shall not prevent a Board member from making or participating in the making of a School District-related decision to the extent that the individual's participation is legally required for the action or decision to be made. In such event, the Board member shall report the occurrence to the Commission.

3. Except as defined in Nebraska statute and this policy, conflict of interest of a Board member shall not prevent a Board member from serving on the Board or restrict the hiring or purchasing practices of this School District.

4. The Superintendent, or the Superintendent's designee, shall provide:
- (A) Each Board member with copies of state statutes of Nebraska pertaining to conflicts of interest at the organizational meeting of the Board of Education held at the regular School Board meeting in January of each year. In addition, any newly appointed or elected Board member shall be provided such statutes.
  - (B) When possible, provide each Board member with a list of financial matters on the agenda to come before the Board of Education at the next regular meeting in sufficient detail to allow the Board member to identify potential conflicts of interest and report and receive advice from the Commission.

5. For purposes of this policy, immediate family member shall be defined as a child residing in the Board member's household, a Board member's spouse or an individual claimed by that Board member or the Board member's spouse as a dependent for federal income tax purposes.

Legal Reference: Neb. Rev. Stat. § 49-1425; § 49-14,101; § 49-14,102; § 49-14,103; § 49-14,103.01; § 49-14,103.02; § 49-14,103.03; § 49-14,103.04; § 49-14,103.05; § 49-14,103.06; § 79-818; § 79-544 and § 49-1499.

Date of Adoption: January 17, 2017  
Reviewed: February 8, 2021

Internal Board Policies - Board MembersReporting Procedures

It shall be the policy of District OR-1 Public Schools that any school Board member who has a direct or indirect interest in a formal contract entered into with District OR-1 Public Schools, or an open account, shall provide the Superintendent of schools with the following:

1. Names of the contracting parties.
2. Nature of the interest of the school Board member.
3. Date that the contract was approved by the school Board.
4. Amount of the contract.
5. Basic terms of the contract.

The above information shall be provided to the Superintendent of schools no later than ten (10) days after the contract has been signed by both parties. Such information shall be kept on a ledger, and shall be retained in the ledger for five (5) years from the date of the last day in office of the school Board member. The ledger kept by the Superintendent of schools shall be available for public inspection during the normal working hours.

It shall further be the policy of District OR-1 Public Schools that in the case of open accounts, the above information shall be filed within ten (10) days after the account is opened and thereafter the interested officer shall file a revision to the statement within ten (10) days of each payment on the account specifying the date and amount of the payment.

Legal Reference: Neb. Rev. Stat. § 49-14,103.02

Date of Adoption: January 17, 2017

Reviewed: February 8, 2021

Internal Board Policies - Board MembersReporting Procedures

It shall be the policy of District OR-1 Public Schools that any school Board member who has a direct or indirect interest in a formal contract entered into with District OR-1 Public Schools, or an open account, shall provide the Superintendent of schools with the following:

1. Names of the contracting parties.
2. Nature of the interest of the school Board member.
3. Date that the contract was approved by the school Board.
4. Amount of the contract.
5. Basic terms of the contract.

The above information shall be provided to the Superintendent of schools no later than ten (10) days after the contract has been signed by both parties. Such information shall be kept on a ledger, and shall be retained in the ledger for five (5) years from the date of the last day in office of the school Board member. The ledger kept by the Superintendent of schools shall be available for public inspection during the normal working hours.

It shall further be the policy of District OR-1 Public Schools that in the case of open accounts, the above information shall be filed within ten (10) days after the account is opened and thereafter the interested officer shall file a revision to the statement within ten (10) days of each payment on the account specifying the date and amount of the payment.

Legal Reference: Neb. Rev. Stat. § 49-14,103.02

Date of Adoption: January 17, 2017

Reviewed: February 8, 2021

**CONFLICTS LEDGER**  
**CONTRACTS IN WHICH BOARD MEMBER HAS A POSSIBLE CONFLICT**

(1) Names of the contracting parties-- (a) Business	(b) Board member with possible conflict	(2) Nature of the interest of the officer in question	(3) Date contract was approved by Board	(4) Amount of the contract <sup>1</sup>	(5) Basic terms of the contract

**Note: May attach and reference NADC Form C-3.**

**§ 49-14,103.02. Contract with officer; information required; ledger maintained.** The person charged with keeping records for each governing body shall maintain separately from other records a ledger containing the information listed in subdivisions (1) through (5) of this section about every contract entered into by the governing body in which an officer of the body has an interest and for which disclosure is made pursuant to section 49-14,103.01. Such information shall be kept in the ledger for five years from the date of the officer's last day in office and shall include the:

- (1) Names of the contracting parties;
- (2) Nature of the interest of the officer in question;
- (3) Date that the contract was approved by the governing body;
- (4) Amount of the contract; and
- (5) Basic terms of the contract.

The information supplied relative to the contract shall be provided no later than ten days after the contract has been signed by both parties. The ledger kept pursuant to this section shall be available for public inspection during the normal working hours of the office in which it is kept.

*Source: Laws 1986, LB 548, § 3; Laws 2001, LB 242, § 22.*

**§ 49-14,103.03. Open account with officer; how treated.** An open account established for the benefit of any governing body with a business in which an officer has an interest shall be deemed a contract subject to sections 49-14,103.01 to 49-14,103.06. The statement required to be filed by section 49-14,103.02 shall be filed within ten days after such account is opened. Thereafter, the person charged with keeping records for such governing body shall maintain a running account of amounts purchased on the open account. Purchases made from petty cash or a petty cash fund shall not be subject to sections 49-14,103.01 to 49-14,103.06.

Source: Laws 1986, LB 548, § 4.

Written Statement Attached on form C2-A

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<sup>1</sup> If contract involves an open account insert "open account." A running account of amounts purchased is maintained in the records of the District Bookkeeper.

Reviewed: February 8, 2021

Internal Board Policies - Board MembersCode of Ethics

It shall be the policy of District OR-1 Public Schools that members of the Board of Education will exercise their responsibilities in accordance with the following Code of Ethics:

1. As a member of the local Board of Education, representing all the citizens of the District OR-1 School District, each Board member will recognize:
  - a. That he or she has been entrusted with the educational development of the children and youth of the district.
  - b. That the district expects that the first and greatest concern of a school Board member will be the best interest of each and every one of the young people enrolled in the district's schools.
  - c. That the future welfare of this district, of this state, and of our nation depends in the largest measure upon the quality of education provided in District OR-1 Public Schools to meet the needs of every learner.
  - d. That members of the Board of Education must collectively take the initiative in helping all the people in this district to have updated, accurate information about the public schools system, and to provide the finest possible school programs, school staff, and school facilities.
  - e. That by statute the authority of the Board of Education is derived from the state which is ultimately responsible for the organization and operation of the public schools and which determines the degree of discretionary power exercised by the Board representing the people of the District OR-1 Public Schools District.
  - f. That a school Board member must never neglect his or her personal obligation to the district and legal obligation to the State of Nebraska, nor surrender these responsibilities to any other person, group or organization; but that, beyond this, each school Board member has a moral and civic obligation to our country which can remain strong and free only so long as public schools in the United States are kept strong and free.
2. In view of the foregoing consideration, it must be the constant endeavor of each school Board member:
  - a. To devote time, thought and study to the duties and responsibilities of a school Board member so that he/she may render effective and creditable service.

- b. To work with fellow school Board members in a spirit of harmony and cooperation so as to convert differences of opinion which arise during discussion and debate into a consensus for the benefit of the students enrolled in District OR-1 Public Schools.
- c. To base personal decisions upon all available facts in each situation, to vote honest conviction in every case, unswayed by partisan bias of any kind; thereafter, to abide by and uphold the final majority decision of the Board of Education.
- d. To remember at all times that individual Board members have no local authority outside the meetings of the Board of Education, and to conduct relationships with school staff members, local citizens, and all media of communication on the basis of this fact.
- e. To resist every temptation and outside pressure to use the position as a school Board member to benefit either oneself, immediate family or any other individual or agency apart from the total interest of the school system.
- f. To recognize that it is as important for the Board of Education to understand and evaluate the educational program of District OR-1 Public Schools as it is to plan for the business of the school district.
- g. To bear in mind under all circumstances that the primary function of the Board of Education is to establish and maintain the policies by which the schools are to be administered, but that the administration of the educational program and the conduct of school business shall be the primary responsibility of the Superintendent of Schools and the professional and non-professional staff members who are employed to work with the Superintendent of Schools.
- h. To welcome and encourage active cooperation by citizens, organizations, and the media of communication in District OR-1 Public Schools with respect to the establishment of policy on current school operation and proposed future developments.
- i. To strive step by step to achieve the ideal conditions for the most effective service by a Board of Education to its district, in a spirit of teamwork and unwavering commitment to the American system of public education as a primary means for preservation and perpetuation of our representative democracy.

Date of Adoption: January 17, 2017

Reviewed: February 8, 2021

Internal Board Policies - Methods of OperationBoard Member Liability

Board members shall not be held personally liable for actions taken in the performance of their duties and responsibilities vested in them by the laws of Nebraska and the members of the school district community. In carrying out the duties and responsibilities of their office, board members shall act in good faith.

The school district shall defend, save harmless and indemnify board members against tort claims or demands, whether groundless or otherwise, arising out of an alleged act or omission occurring within the scope of their official duties, unless it constitutes a willful or wanton act or omission. However, the school district shall not save harmless or indemnify board members for punitive damages.

Legal Reference: Neb. Rev. Stat. § 79-516

Date of Adoption: January 17, 2017

Reviewed: February 8.2021

Internal Board Policies - Methods of OperationMethods of Operation

It shall be the policy of District OR-1 Public Schools that the Board of Education exercises authority over the schools in accordance with applicable laws. It determines policy; delegates executive supervisory and instructional authority to its employees; and appraises results achieved in light of goals established by the Board of Education.

The Board of Education shall direct its attention primarily to broad questions of policy and the appraisal of results rather than to administrative details. It shall be recognized that the implementation and the application of policy is an administrative task to be performed by the Superintendent of Schools and professional and non-professional staff elected to work with the Superintendent of Schools. The Superintendent and Principals shall be held responsible for the effective administration and supervision of District OR-1 Public Schools and its policies.

All matters to be submitted to the Board of Education shall first be brought to the Superintendent of Schools for study, analysis, review and recommendation. The Superintendent will present to the Board of Education those matters which require formal action by the Board of Education.

Legal Reference:      Neb. Rev. Stat. § 79-526  
                                 Neb. Rev. Stat. § 79-520

Date of Adoption:      January 17, 2017  
Reviewed:                February 8.2021

Internal Board Policies - Methods of OperationFormulation of Policies

It shall be the policy of District OR-1 Public Schools that the Board of Education, representing the people of the District OR-1 School District, will be the governing body which determines all questions of general policy to be employed in the governance of the District OR-1 Public Schools.

Proposals regarding school district policies and operation may be initiated by any of several sources: a parent, a taxpayer, a professional employee, a school board member, a non-professional employee, a professional consultant, a civic group, etc. Ordinarily policies will be developed for presentation to the Board of Education by the Superintendent.

Formal action on policy proposals, whatever their source, will be taken by the Board of Education in accordance with its bylaws. Ordinarily, the Board of Education shall take action on such matters upon the basis of recommendations presented to the Board of Education by the Superintendent.

Legal Reference:      Neb. Rev. Stat. § 79-554  
                                 Neb. Rev. Stat. § 79-520

Date of Adoption:      January 17, 2017  
Reviewed:                February 8.2021

Internal Board Policies - Methods of OperationAdoption, Amendment or Suspension of Policies

- A. Proposed policies introduced and recommended to the Board shall require a majority vote of the Board for adoption and if so passed shall take effect immediately.
- B. Any policy of the Board may be suspended for an agreed upon period of time by a majority vote of the members of the Board.
- C. The Superintendent, in case of emergency or to comply with legal requirements, may suspend any part of these policies and regulations as it pertains to administration of schools provided, however, that the Superintendent shall report the fact and the reason for such suspension at the next meeting of the Board of Education and, provided further that the suspension shall expire at the time of said report unless continued in effect by action of the Board of Education.

Date of Adoption: January 17, 2017  
Reviewed: February 8.2021

Internal Board Policies - Methods of OperationFormulation of Administrative Regulations

The Board of Education shall delegate to the Superintendent of Schools the function of specifying required actions and outlining detailed arrangements for operation of the schools. These rules and detailed arrangements shall constitute the administrative regulations governing the schools. These rules and arrangements must, in every respect, be consistent with the policies adopted by the Board of Education.

The Board of Education shall approve administrative regulations when specific state laws require such action or when the Superintendent recommends that the Board of Education take such action.

Legal Reference: Neb. Rev. Stat. § 79-520

Date of Adoption: January 17, 2017

Reviewed: February 8.2021

Internal Board Policies - Methods of OperationMeetings

The formation of school policy is a public matter and final action on such a matter must be taken in an open meeting. Every meeting of the Board of Education shall be open to the public in order that citizens may exercise their democratic privilege of attending and speaking at meetings of the Board of Education, except as otherwise provided by the Constitution of the State of Nebraska, and by federal and state law.

The term "meeting" shall refer to all regular, special, or called meetings, formal or informal, of the Board of Education for the purpose of briefing, discussing public business, forming tentative policy, or taking any action of the Board of Education. This definition of "meeting" includes any meeting of an advisory committee of the Board of Education, but specifically excludes any meeting of a subcommittee, or standing committee, of the Board of Education unless such subcommittee or standing committee has been given the authority to take formal action on behalf of the Board.

Since members of the Board of Education are unable to function officially as individuals, the meeting of the Board of Education will present an opportunity for the school program to be discussed and appraised and for individual biases and opinions to be aired as the members of the Board of Education strive for consensus decisions on specific issues. In addition, the meeting will provide an appropriate place for items of interest or concern to individual citizens or groups of the school community to be heard and considered. The Board of Education will take formal action only when the Board is meeting in open session.

Legal Reference:      Neb. Rev. Stat. § 79-554  
                              Neb. Rev. Stat. § 79-555  
                              Neb. Rev. Stat. § 84-1412

Date of Adoption:    January 17, 2017  
Reviewed:             February 8.2021

Internal Board Policies - Methods of OperationTypes of MeetingsRegular Meetings

Regular scheduled meetings may be of two kinds: business or education or both. The education meetings may be held for the purpose of reviewing the school program, or for the development and discussion of policy.

Special Meetings

A special meeting may be called by the President of the Board, or upon recommendation of the Superintendent, or by two members collectively in the event the President fails to act, upon due notice as specified by the bylaws. No business shall be transacted at a special meeting except that for which the meeting is called or that of an emergency nature.

Legal Reference: Neb. Rev. Stat. § 79-554  
Neb. Rev. Stat. § 84-1409

Date of Adoption: January 17, 2017  
Reviewed: February 8.2021

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

The board shall give public notice of all its meetings by posting the time, date, and place of the meetings and the availability of the agenda at the district's principal office and at the following places: Palmyra and Bennet school buildings, post offices and banks. The district is not required to publish notice at other places but may at its discretion publish notice of meetings and/or agendas in the newspaper and on the district's website.

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

For an emergency meeting, notice shall not be required to be given; however, the Board will complete minutes for such an emergency meeting as required by law. An emergency has been defined as any event or occasional combination of circumstances which calls for immediate action or remedy; pressing necessity; exigency; a sudden or unexpected happening; an unforeseen occurrence or condition.

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

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

Date of Adoption: January 17, 2017

Reviewed: February 8.2021

Internal Board Policies - Methods of OperationAgenda Construction and Control

- A. Written meeting agendas will be prepared by the Superintendent in collaboration with the President of the Board of Education. Any Board member may submit agenda items to be placed on the agenda by the Superintendent and the Board President.
  
- B. Control of the agenda is the responsibility of the Board President. Agenda items shall set forth the matter to be discussed at that agenda item. An agenda, kept continuously current, shall be readily available for public inspection at the office of the Superintendent of Schools of the District OR-1 School District during normal business hours. Except for items of an emergency nature, the agenda shall not be altered later than 24 hours before the scheduled commencement of the meeting. The School Board shall have the right to modify the agenda to include items of an emergency nature only by action taken at the public meeting at which the item is to be considered. Agenda items shall be sufficiently specific to advise the public of the issues to be discussed under that agenda item.

Legal Reference: Neb. Rev. Stat. § 84-1411

Date of Adoption: January 17, 2017

Reviewed: February 8.2021

Internal Board PoliciesLocation of School Board Meetings

The traditional meeting place for Board meetings will be the board room at the School District's principle office. The President or Superintendent may designate a different meeting place for individual meetings with advance notice to the members.

All meetings of the Board shall be held at the location designated in the notice of said meeting. If circumstances dictate meeting in a different location than designated in the notice, it shall be the responsibility of the Superintendent to take the appropriate steps to inform Board members and the public.

Meetings of the Board may be held outside the School District boundaries when deemed necessary by the Board and approved by the Board at any preceding meeting. Meetings of the Board may be held outside the state of Nebraska upon compliance with applicable laws.

Legal Reference: Neb. Rev. Stat. §§ 84-1411 and 84-1412

Date of Adoption: January 17, 2017

Reviewed: February 8.2021

Internal Board Policies - Methods of OperationProcedures During Meetings

In the absence of the President and the Vice President of the Board of Education at any meeting, the Board shall choose a President pro tempore. In the absence of the Secretary at any meeting, the Board shall also choose a Secretary pro tempore.

Any action taken on a question or a motion duly moved and seconded shall be by roll call vote of the Board in open session, and the record shall state how each member voted, or if the member was absent or abstained.

Legal Reference:   Neb. Rev. Stat. § 79-569  
                          Neb. Rev. Stat. § 79-520  
                          Neb. Rev. Stat. § 84-1413

Date of Adoption:   January 17, 2017  
Reviewed:           February 8.2021

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

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

The Board may allow advisors, consultants, and other persons who are not Board members to appear at the meeting via telephone or other similar means.

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

<b>Legal Reference:</b>	§§ 79-570; 79-571; § 84-1411 (3) and (6); § 84-1412 (1) and (3)
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B. Hear

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

<b>Legal Reference:</b>	§ 84-1412 (7)
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C. Record

Members of the public may use recording devices (tape recorder, video camera, etc.) to record any part of a meeting of a public body, except for closed sessions. No recording, other than note taking, shall be done without informing the President in advance. The President shall control the placement of the recording device so the device does not obstruct the view of Board members or other members of the public attending the meeting and does not otherwise interfere with the meeting.

<b>Legal Reference:</b>	§ 84-1412 (1)
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D. Access to Written Materials

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

<b>Legal Reference:</b>	§ 84-1412 (8)
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E. Speak

Members of the public will be permitted to speak at Board meetings at which a public forum is on the Agenda. Members of the public may also speak when invited to make a presentation or when recognized by the chair. The Board is not required to allow members of the public to speak at each meeting. However, the Board will not forbid public participation at all meetings.

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

Members of the public who desire to address the Board will be required to identify themselves.

The President or chair for the meeting shall have the authority to establish reasonable time limits for individual speakers and for the duration of public forum sessions.

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

<b>Legal Reference:</b>
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§ 84-1412 (1) (2) and (3)
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Date of Adoption: January 17, 2017

Reviewed: February 8.2021

Internal Board Policies - Methods of OperationTeacher-Administrator-Board of Education Relationships

Since it is recognized that providing a high quality education for children is the paramount aim of District OR-1 Public Schools and that good morale is necessary for the best education of children, the Board sets forth the following policy concerning the relationship of the Board, the administration, and the staff:

- A. The Board of Education, under law, has the final responsibility of establishing policies for the district.
- B. The Superintendent and staff have the responsibility of carrying out the policies established through the development and monitoring of administrative rules and regulations.
- C. The professional teaching personnel has the ultimate responsibility of providing the best possible education in the classroom through the careful following of Board policies and administrative rules and regulations.

Date of Adoption: January 17, 2017  
Reviewed: February 8.2021

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Bylaws of the Board - Board Authority

General Statement

Bylaws are rules or procedures adopted by the board to govern its internal operations. The use of such guidelines or bylaws helps the board to comply with the responsibility and duties delegated to it by law and by the local electorate, in an efficient and effective manner.

Date of Adoption: January 17, 2017  
Date of Review: February.8.2021

Bylaws of the Board - Board Authority

Limits of Authority

The Board of Education is the unit of authority. Apart from the normal function as part of the unit, a board member has no individual authority. Individually, the board member may not commit the district to any policy, act or expenditure.

No individual member of the board shall exercise any administrative responsibility with respect to the schools.

Date of Adoption: January 17, 2017  
Date of Review: February.8.2021

Bylaws of the Board - Board Members

Legal Description

The corporate name of this school district shall be:

Otoe County School District 66-0501, and shall also be known as the District OR-1 Public Schools.

Legal Reference: Neb. Rev. Stat. § 79-405

Date of Adoption: January 17, 2017

Date of Review: February.8.2021

Bylaws of the Board - Board Members

Number of Members, Terms of Office

The Board of Education shall consist of six (6) members elected at large by the qualified voters of the school district in a manner prescribed by law under the provisions pertaining to a Class III school district in the statutes of the State of Nebraska.

The terms of office for board members shall be four (4) years and will begin on the **first Thursday** after the **first Tuesday** in January.

Legal Reference:      Neb. Rev. Stat. § 79-549  
                                 Neb. Rev. Stat. § 79-550  
                                 Neb. Rev. Stat. § 32-543

Date of Adoption:      January 17, 2017  
Date of Review:        February.8.2021

Bylaws of the Board - Board Members

Officers

1. Members of the school board will elect from among its members a president and vice president.
2. There will also be an elected or appointed secretary who does not need to be a member of the school board.
3. These officers shall be elected at the board's organizational meeting in January of each year.
4. The Board of Education may employ a treasurer for the district at the January meeting who shall be paid a salary from school district funds within the limits permitted by law, in amounts to be fixed by the Board. A treasurer so employed shall not be a member of the Board. A board member serving as treasurer shall not be compensated.

Legal Reference: Neb. Rev. Stat. § 79-520  
Neb. Rev. Stat. § 79-590

Date of Adoption: January 17, 2017  
Date of Review: February.8.2021

Bylaws of the Board - Board MembersPresident

1. The duties of the board president shall be to:
  - a. Preside at all meetings of the school board in accordance with Robert's Rules of Order.
  - b. Countersign all orders upon the school treasury for funds to be disbursed by the district.
  - c. Countersign all warrants of the secretary of the county treasurer.
  - d. Administer the oath to the secretary and treasurer when so required by law.
  - e. Other duties as the law may require.
2. The president has the right to vote on any issue that may come before the school board.
3. The president has the additional duty to maintain order at public meetings of the school board.
4. The president must appear for and on behalf of the district in all suits brought by or against the district.
5. The president shall appoint or provide for the election of all committees of the board, unless otherwise directed by the board. The president shall be kept apprised of the workings of all such committees.
6. The president may call special meetings of the board.
7. The president shall call special meetings of the board when requested by two (2) or more board members.

Legal Reference: Neb. Rev. Stat. Sec. 79-569  
Neb. Rev. Stat. Sec. 79-570  
Neb. Rev. Stat. Sec. 79-572

Date of Adoption: January 17, 2017  
Date of Review: February.8.2021

Bylaws of the Board - Board Members

Vice-President

The vice president shall perform the duties of the president in case of absence of the president. In the case of the absence of both the president and vice-president, the remaining members shall select a president pro tem to preside at the meeting.

Date of Adoption: January 17, 2017  
Date of Review: February.8.2021

Bylaws of the Board - Board Members

Treasurer

The treasurer shall be custodian of all money belonging to the school district, and shall perform duties required by law or by the board.

Legal Reference:   Neb. Rev. Stat. § 79-586  
                          Neb. Rev. Stat. § 79-587  
                          Neb. Rev. Stat. § 79-588  
                          Neb. Rev. Stat. § 79-590

Date of Adoption:   January 17, 2017  
Date of Review:     February.8.2021

Bylaws of the Board - Board MembersSecretary

The secretary shall perform duties required by law and such duties as the Board and Superintendent may request. In the secretary's absence, documents requiring the signature of the secretary may be signed on the secretary's behalf by the treasurer or another board officer as the secretary's designee.

Legal Reference:   Neb. Rev. Stat. § 79-576  
                          Neb. Rev. Stat. § 79-577  
                          Neb. Rev. Stat. § 79-578  
                          Neb. Rev. Stat. § 79-524

Date of Adoption:   January 17, 2017  
Date of Review:     February.8.2021

Bylaws of the Board - Board Members

Attorney

The board may, at its discretion, appoint an attorney to perform desired legal services. The attorney shall serve at the board's pleasure and be compensated at a mutually agreeable rate.

Legal Reference: Neb. Rev. Stat. § 79-513

Date of Adoption: January 17, 2017

Date of Review: February.8.2021

Bylaws of the Board - Board MembersAuditor

The board will have an annual independent audit of the finances of the district. The board will contract only with state approved auditors and their analysis and report will be in keeping with state approved or accepted standards. This annual audit will be completed by November 5 of each year.

Legal Reference: Neb. Rev. Stat. § 79-1089  
NDE Rule 1.3.05

Date of Adoption: January 17, 2017  
Date of Review: February.8.2021

Bylaws of the Board - Board MembersIndividual Members

It is understood that the members of the Board have authority only when acting as a Board legally in session. The Board shall not be bound in any way by any action or statement on the part of any individual Board members, except when such statement or action is in pursuance of specific, formal instructions from the Board.

Date of Adoption: January 17, 2017  
Date of Review: February.8.2021

Bylaws of the Board - Board Members

Removal From Office

Any member elected or appointed to an officer position on the Board of Education may be removed from the officer position by a two-thirds (2/3rds) vote of the membership of the Board.

Date of Adoption: January 17, 2017  
Date of Review: February.8.2021

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

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

Policies will be adopted after consideration at two (2) meetings of the Board of Education. Policy amendments resulting from legal requirements or those that are minor may be revised in one meeting at the discretion of the Board. The agenda and minutes shall be marked to indicate policy matters.

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

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

Reference: Robert's Rules of Order

Date of Adoption: January 17, 2017

Date of Review: February.8.2021

Bylaws of the Board - Bylaws, Policies and RegulationsAdoption and Amendment of Bylaws

Proposed new bylaws and suggested amendments to or revisions of existing bylaws may be adopted by a majority vote of ALL members of the Board during the second of two (2) regularly scheduled meetings of the Board not less than four (4) weeks apart in the calls for which meeting the proposed additions, amendments or revisions shall have been described in writing.

Legal Reference: Neb. Rev. Stat. § 79-526  
Reference: Robert's Rules of Order

Date of Adoption: January 17, 2017  
Date of Review: February.8.2021

Bylaws of the Board - Bylaws, Policies and RegulationsApproval and Amendment of Administrative Regulations

The Board does not adopt administrative regulations unless specifically required to do so by law, or unless requested to do so by the Superintendent, or as required by negotiated agreements with employee organizations, in which case, any such regulation shall become a part of any such agreement and shall be subject to amendment as provided in any such agreement. Adoption and amendment of such Board adopted regulations shall be by the same procedure as that specified for policies at 9200.

The Board reserves the right to review and demand revisions of administrative regulations should they, in the Board's judgment, be inconsistent with the policies adopted by the Board.

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

Date of Adoption: January 17, 2017

Date of Review: February.8.2021

Bylaws of the Board - Meetings

Regular Meetings

The Board shall meet in regular session on the second Monday of each calendar month, unless otherwise designated by the president with the approval of the Board. Such meetings shall begin at 7:00 p.m.

All meetings shall be held in the boardroom at the District OR-1 Public Schools' District office unless otherwise designated by the president with the approval of the Board.

In each odd-numbered year, the January meeting will be held on or after the first Thursday after the first Tuesday.

Legal Reference:      Neb. Rev. Stat. § 79-554  
                                 Neb. Rev. Stat. § 79-555  
                                 Neb. Rev. Stat. § 84-1401

Date of Adoption:      January 17, 2017  
Date of Review:        February.8.2021

Bylaws of the Board - Meetings

Special Meetings

A special meeting of the Board may be called by the president when in his opinion it is necessary, or upon recommendation of the Superintendent of Schools, or any two (2) Board members.

No business shall be transacted at any special meeting which does not come within the purpose or purposes set forth in the call for the meeting unless it is of an emergency nature.

All meetings shall be held in the Board of Education room at Palmyra High School unless otherwise designated by the president with the approval of the Board.

Special Board sessions may be adjourned to a definite date and time.

Legal Reference:      Neb. Rev. Stat. § 79-554  
                                 Neb. Rev. Stat. § 79-520  
                                 Neb. Rev. Stat. § 79-555  
                                 Neb. Rev. Stat. § 84-1401

Date of Adoption:      January 17, 2017  
Date of Review:        February.8.2021

Bylaws of the Board - MeetingsAdvance Delivery of Meeting Materials

The Board shall require the Superintendent to prepare an agenda which, with the minutes, shall be mailed or delivered to the Board members on Friday or prior to each regular monthly Board meeting.

Items not placed on the regular agenda may be shelved until the regular meeting on the following month to provide the Board adequate time to research the item in question. Citizens may have an item placed on the agenda by permission of the President of the Board or the Superintendent of Schools.

Legal Reference: Neb. Rev. Stat. § 79-520

Date of Adoption: January 17, 2017

Date of Review: February.8.2021

Bylaws of the Board - MeetingsOrder of Business

The following shall be the order of business for the regular meetings. The order of business may be changed when the Board President or Superintendent establish the Agenda and also by consent of the Board.

- A. Call to Order, Pledge of Allegiance and Announce Location of Open Meetings Poster
- B. Consent Agenda
  - a. Approval of minutes of previous meetings
  - b. Approval of Claims/Payment of Bills and Payroll
  - c. Certificated/Classified Hire(s)/Reassignment(s)/Resignation(s)
  - d. Financial Report
- C. Public Comment
- D. Administrative Reports
- E. Discussion Items-Committee Reports
- F. Action Items
- G. Board of Education Development
- H. Topics for Next Month's Agenda
- I. Adjournment

Date of Adoption: January 17, 2017  
Date of Review: February.8.2021

Date of Revision: August 14, 2017

Bylaws of the Board - MeetingsParliamentary Procedure

The rules of parliamentary procedures as embodied in Robert's Rules of Order, latest edition, may guide the school Board in the conduct of Board meetings. Exceptions shall be made when the issue in question is covered by Board policies or bylaws, and as to minutes, adjournment and as otherwise required by statute. The President, or meeting chair, shall decide all questions of procedure and order, subject to an appeal to the Board, with the object that Board meetings be conducted with order, decency, and regularity and to accomplish the work of the school Board in the best possible manner.

Date of Adoption: June 12, 2017  
Date of Review: February.8.2021

Bylaws of the Board - MeetingsMinutes

The Board of Education shall keep minutes of all meetings showing the time, place, members present and absent, and the substance of all matters discussed. The resignation of a Board member or any other circumstance that results in a vacancy in office shall be made a part of the minutes.

The minutes shall be prepared by the secretary immediately following the meeting, shall be written, shall be available for inspection by the public and for distribution to the members of the Board within ten (10) working days, or prior to the next convened meeting, whichever occurs earlier, and shall be a part of the agenda for the next regular meeting at which time they shall be corrected, if necessary, and approved.

The minutes shall be kept in the office of the superintendent and shall be public records and open to public inspection during normal business hours.

The minutes may be kept as an electronic record.

Legal Reference: Neb. Rev. Stat. §§ 79-555; 79-570; and 79-577  
Neb. Rev. Stat. §§ 84-1408 to 1414

Date of Adoption: January 17, 2017  
Date of Review: February.8.2021

Bylaws of the Board - MeetingsVoting

Any action taken on any question or motion duly moved and seconded shall be by roll call vote of the Board in open session, and the record shall state how each member voted, or if the member was absent or not voting. The requirements of a roll call or viva voce vote may be satisfied by use of an electronic voting device which allows the yeas and nays of each member of the board to be readily seen by the public.

Date of Adoption: January 17, 2017  
Date of Review: February.8.2021

Bylaws of the Board - Meetings

Methods of Operation/Quorum

The Board of Education shall transact business only when it is in session, has a quorum present, and minutes are kept. A majority of all members of the Board shall constitute a quorum.

Legal Reference: Neb. Rev. Stat. § 79-554

Date of Adoption: January 17, 2017

Date of Review: February.8.2021

Bylaws of the Board - MeetingsBoard/School District RecordsExceptions and Locations

The Board of Education and the Superintendent may withhold from the public those records in their custody enumerated by law. Records which are open to inspection shall be available in the office of the Superintendent.

Open Meetings Act Posting and Public Access to Board Records

The Board of Education accepts its responsibility to conduct its meetings in public and in compliance with law. The Superintendent shall post at least one current copy of the Open Meetings Act in the meeting room at a location accessible to members of the public. At the beginning of each meeting the public shall be informed about the location of the posted information by announcement of the Board President or Chairperson or via notice given in the Agenda. The Superintendent and the Board secretary shall make available for examination and copying by members of the public at least one copy of all reproducible written material to be discussed at an open meeting except where the law specifically states that a matter is exempted either temporarily or permanently from such disclosure.

Therefore, the Board of Education directs the Superintendent and the Board secretary, acting jointly and cooperatively, to make easily available copies of the Board of Education policy manual and the minutes of meetings of the Board of Education and its committees (except as exempt by law). Minutes shall be made available within ten (10) days of the meeting reported; policies shall be incorporated into the manual within thirty (30) days of adoption.

Legal Reference:      Neb. Rev. Stat. §§ 84-1408 to 84-1414  
                                 Neb. Rev. Stat. § 84-712

Date of Adoption:      January 17, 2017  
Date of Review:        February.8.2021

Bylaws of the Board - MeetingsOpen Sessions

Subject to the provisions of the public meeting law of the State of Nebraska and the policies of the District, the public shall have the right to attend and the right to speak at meetings of the Board except any part thereof held in closed session, and all or any part of a meeting of the Board except that held in closed session may be recorded by any person in attendance by means of a tape recorder or any other means of sonic reproduction or in writing.

The Board may make and enforce reasonable rules and regulations regarding the conduct of persons attending its meetings and regarding their privilege to speak. The Board is not required to allow citizens to speak at each meeting, nor may it forbid public participation at all meetings.

Any person or group may attend the regular or special meeting of the Board of Education. Undue interruption or other interference with the orderly conduct of business cannot be allowed. Defamatory or abusive remarks are always out of order. A speaker's privilege of address may be terminated if he persists in improper remarks.

At a public meeting of the Board no person shall orally initiate charges or complaints against an individual employee of the District or challenge instructional materials used in the District. All such complaints, charges or challenges shall be presented to the Superintendent or Board in writing and signed by the complainant. All such charges, if presented to the Board directly, shall be referred to the Superintendent for investigation and report.

The Board is not obligated to act on any request unless the same has been submitted in writing to the Superintendent or to the president of the Board sufficiently in advance to allow the same to have been incorporated into the agenda for the meeting.

Date of Adoption: January 17, 2017

Date of Review: February.8.2021

Bylaws of the Board - MeetingsClosed Sessions

The Board of Education may hold a closed session by the affirmative vote of a majority of its voting members if a closed session is clearly necessary for the protection of the public interest or for the prevention of needless injury to the reputation of an individual and if such individual has not requested a public meeting. Closed sessions may be held for, but shall not be limited to, such reasons as: (a) strategy sessions with respect to collective bargaining, real estate purchases, or litigation; (b) discussion regarding deployment of security personnel or devices; (c) investigative proceedings regarding allegations or misconduct; or (d) evaluation of the job performance of a person when necessary to prevent needless injury to the reputation of a person and if such person has not requested a public meeting; provided, however a closed meeting shall never be held for the purpose of discussing the appointment or election of a new member to the Board of Education.

The vote to hold a closed session shall be taken in open session. The subject matter and the reason necessitating the closed session shall be identified in the motion to close. The entire motion, the vote of each member on the question of holding a closed session, and the time when the closed session commenced and concluded shall be recorded in the minutes. If the motion to close passes, then the presiding officer immediately prior to the closed session shall restate on the record the limitation of the subject matter of the closed session. The Board shall restrict its consideration of matters during the closed portions to only those purposes set forth in the motion to close as the reason for the closed session. The meeting shall be reconvened in open session before any formal action may be taken.

Any member of the Board shall have the right to challenge the continuation of a closed session if the member determines that the session has exceeded the reasons stated in the original motion to hold a closed session. Such challenge shall be overruled only by a majority vote of the members of the public body. Such challenge and its disposition shall be recorded in the minutes.

The term "closed session" as used in the policies, regulations and Bylaws of the District shall include within its meaning any "executive session" or "executive meeting" authorized or prescribed by said policies, regulations and Bylaws, all of said terms being interchangeable.

Legal Reference: Neb. Rev. Stat. §§ 84-1407 to 84-1414

Date of Adoption: January 17, 2017

Date of Review: February.8.2021

Reviewed: February 13,2023

**Policy # 6025: Student Cell Phone and Other Electronic Devices**

Students may use cellular phones or other electronic devices while at school, so long as they do so safely, responsibly and respectfully and comply with all other school rules while using these devices.

By bringing their cell phones and other electronic communication devices to school, students consent to the search of said devices by school staff when permitted by law.

Students may not have cell phones or electronic devices on while they are in locker rooms, restrooms, or any other area in which others may have a reasonable expectation of privacy.

The taking, disseminating, transferring, or sharing of obscene, pornographic, lewd, or otherwise illegal images or photographs, whether by electronic data transfer or otherwise (including things like texting, sexting, e-mailing, etc.) may constitute a crime under state and/or federal law.

Any person engaged in these activities while on school grounds, in a school vehicle or at a school activity will be subject to the disciplinary procedures of the student code of conduct.

While on school property, at a school activity, or in a school vehicle, students may not use their cell phones or electronic devices to bully, harass, or intimidate any other person as governed by the student code of conduct.

Students shall be personally and solely responsible for the security of their electronic devices.

The district is not responsible for theft, loss or damage of any electronic device, including or any calls or downloads.

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

The administration will return confiscated devices to the parent or guardian of the offending student, after meeting with the parent or guardian to discuss the rule violation.

Students who violate this policy may, at the discretion of the school's administration, be subject to additional discipline, up to and including suspension or expulsion.

**First Reviewed on:** February 13,2023

**Date of Adoption:** March 13,2023

## DISTRICT OR-1 POLICY REVIEW SCHEDULE: 2023

Updated June January 16.2023

### Policy Review Schedule for the 2023 calendar year

<u>Policy Series</u>	<u>Topic</u>	<u>Date of Last Review</u>	<u>New Review Date</u>	<u>Status</u>
1000	Community Relations	April 11, 2022	April 10, 2023	Scheduled
2000	Administration	April 11, 2022	April 10, 2023	Scheduled
3000	Business Operations	April 11, 2022	April 10, 2023	Scheduled
4000	Personnel	July 11.2022	July 10, 2023	Scheduled
5000	Students	July 11, 2022	July 10, 2023	Scheduled
6000	Instruction	November 14, 2022	November 13, 2023	Scheduled
7000	New Construction	November 14, 2022	November 13, 2023	Scheduled
8000	Internal Board Policies	February 14, 2022	February 13, 2023	Scheduled
9000	Bylaws of the Board	February 14, 2022	February 13, 2023	Scheduled

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Internal Board Policies - OrganizationPurpose and Role of the Board

The responsibilities of the Board of Education shall be as follows:

1. Provide a school system which offers a Kindergarten through twelfth grade program.
2. Confer with the Superintendent of schools about recommendations for school programs.
3. Consider and adopt textbooks selected by the Superintendent and staff together with the courses of study recommended by them.
4. Set and annually review long-term written goals for the school district.
5. Consider and approve the annual operating budget prepared by the Superintendent.
6. Consider and approve claims for expenditure.
7. Be responsible to interpret the school programs to the community through a community relations program.
8. Represent the needs of the school system before city and state authorities as well as the general public.
9. Refer parent and community criticism and suggestions to the Superintendent for consideration and recommendation.
10. Serve as a body of final appeal for staff members and school patrons on matters properly appealable from orders of the Superintendent.
11. Establish and maintain policies consistent with the Board's interpretation of the wishes of the community and the requirements of the law. Conduct an annual review of policies as and to the extent required by law.
12. Develop a procedure whereby policy changes and/or additions may be proposed by board members, other school employees, or the general public by submitting them to the Superintendent for consideration and recommendation.
13. Continuously evaluate the effectiveness of Board policies.
14. Adopt rules and regulations in cooperation with the Superintendent for governance of the school system.

15. Select the Superintendent and support the Superintendent in the efficient discharge of the Superintendent's duties.
16. Require reports from the Superintendent.
17. Evaluate the Superintendent of Schools in accordance with applicable state laws.
18. Elect school personnel upon nomination and recommendation of the Superintendent.
19. Annually elect officers of the Board and appoint auxiliary personnel as necessary.
20. Distinguish between selfish, uninformed criticism and genuinely helpful criticism.
21. Perform specific duties imposed on school boards by statutes of the State of Nebraska.
22. Participate in local, state and national organizations for school board members.
23. Cooperate with other governmental bodies and agencies.
24. Cooperate with professional and educational organizations.

Legal Reference:   Neb. Rev. Stat. § 79-501  
                          Neb. Rev. Stat. § 79-512  
                          Neb. Rev. Stat. § 79-525  
                          Neb. Rev. Stat. § 79-526

Date of Adoption:   January 17, 2017  
Reviewed:           February 8.2021

Internal Board Policies - OrganizationDuties and Functions of the Board of Education

- A. The Board of Education shall exercise full legislative control over District OR-1 Public Schools, in accordance with the statutes of the State of Nebraska.
- B. The Board of Education shall elect a Superintendent to carry out the executive duties of District OR-1 Public Schools. The Superintendent's appointment shall be a major item of business at the December meeting, unless the present Superintendent is on a term contract.
- C. The Board of Education shall, through its legislative function, initiate questions of policy and act on the recommendations of the Superintendent in matters of policy, employee employment or dismissal, salary schedules or other personnel regulations, courses of study, selection of text books, and other matters pertaining to the direct welfare of the schools.
- D. The Board of Education shall require reports from its executive officer concerning conditions of efficiency and needs of the schools. The Board shall take steps to appraise the effectiveness with which the schools are achieving the educational purposes of the school system as may be determined by the Board of Education.
- E. The Board of Education shall provide for the preparation and adoption of the annual budget and shall provide, by the exercise of its taxing power, the funds necessary to finance the operation of the schools within the guidelines of Nebraska State Statute.
- F. In order to exercise its rights and duties, the Board of Education shall prepare and publish a body of policies and regulations covering organization, policies, and procedures of the school system. The Board of Education shall cause its policies and regulations to be kept in constant revision, conduct an annual review to the extent and shall republish such policies as and to the extent required by law and as deemed necessary.

Date of Adoption: January 17, 2017  
Reviewed: February 8, 2021

Internal Board Policies - OrganizationAnnual Organizational Meeting

- A. An organizational meeting of the District OR-1 School District Board of Education shall be held on or before the third Monday of January of each year for the purposes of seating any new members and electing officers.

The following are procedures for election of officers and other business to take place at the annual organizational meeting of the Board:

1. After new Board members are sworn in, the Board will elect from its members a President, Vice President, and appoint a Secretary and Treasurer, and if it is determined by the Board of Education to be needed an ex officio secretary and treasurer and those elected will assume office at the organizational meeting.
  2. Upon call for nominations for each office by the Chair, nominations shall be made by written or oral ballot. Voting will be by oral or written ballot on all members nominated and repeated until a majority is achieved for a nominee. If the tie is not broken after five ballots, the Chair will determine the winner by the flip of a coin, followed by a vote ratifying such selection. The vote may be taken by secret ballot, but the total number of votes for each candidate shall be recorded in the minutes of the meeting.
  3. The President shall assume the chair immediately upon the President's election.
- B. The order of business for meeting should be as follows:
1. Call to Order and Roll Call
  2. Oath of office for most recently elected
  3. Elections and Appointments
    - a. President
    - b. Vice President
    - c. Treasurer
    - d. Secretary
  4. Approval of committees, positions, and designations
    - a. Consider, discuss and take action to elect Secretary to the BOE
    - b. Consider, discuss and take action to select Legal counsel
    - c. Consider, discuss and take action to elect Committees as determined by the BOE

- d. Consider, discuss and take action to select Depository bank(s)
  - e. Consider, discuss and take action to select District newspaper(s) of record
5. Approval of current Board policies and regulations
  6. Designate date for the annual review of BOE policies
  7. Dissemination to each Board member of conflict of interest statutes
  8. Adjournment

Date of Adoption: June 12, 2017  
Reviewed: February 8.2021

**RESOLUTION**

**RESOLVED**, that the official depository of school funds for this School District is hereby designated to be \_\_\_\_\_, and that the designation of any other institution as the depository of school funds is hereby withdrawn.

The above Resolution, having been read in its entirety, member \_\_\_\_\_ moved for its passage and adoption, and member \_\_\_\_\_ seconded the same. After discussion and roll call vote, the following members voted in favor of passage and adoption of the above Resolution: \_\_\_\_\_

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

\_\_\_\_\_.  
The following members were absent or not voting: \_\_\_\_\_

\_\_\_\_\_.  
The above Resolution, having been consented to and approved by more than a majority of the members of the School Board of this School District, was declared as passed and adopted by the President at a duly held and lawfully convened meeting in full compliance with the Nebraska open meetings law.

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

District OR-1 Public Schools

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

Attest:

\_\_\_\_\_  
Secretary

Legal Reference: Neb. Rev. Stat. §§ 77-2350 and 77-2350.01

Date of Adoption: June 12, 2017  
Reviewed: February 8.2021

Internal Board Policies - Organization

Committee of the Whole

It shall be the policy of District OR-1 Public Schools that the Board of Education shall take formal actions as a Committee of the Whole on all matters pertaining to business and educational policies of the district.

Legal Reference:      Neb. Rev. Stat. § 79-520

Date of Adoption:      January 17, 2017  
Reviewed:                February 8.2021

Internal Board Policies - OrganizationStanding Committees

It shall be the policy of District OR-1 Public Schools that the following will be the standing committees of the Board of Education:

1. Negotiations Committee
2. Curriculum, Committee on American Civics
3. Transportation/Facilities
4. Budget Committee
5. Policy Committee
6. Administration Review Committee

It shall further be the policy of District OR-1 Public Schools that the board chair shall appoint the members of the above committees.

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

Date of Adoption: January 17, 2017  
Reviewed: February 8, 2021

Date of Revision: June 10, 2019

Internal Board PoliciesStanding Committee on Negotiations

It shall be the policy of District OR-1 Public Schools that the Negotiations Committee shall consist of three members appointed by the board chair.

The Negotiations Committee will represent the full Board of Education in negotiations with recognized labor organizations. The full Board of Education may also include selected administrators on the negotiations team. The Board of Education reserves the right to appoint a chief spokesperson who is not a member of the Board to represent the Board in negotiations.

After negotiations are completed, the negotiations committee will make a recommendation to the full Board of Education on the salary schedule and benefits under consideration.

Date of Adoption: January 17, 2017  
Reviewed: February 8.2021

Internal Board Policies - OrganizationStanding Committee on American Civics

It shall be the policy of District OR-1 Public Schools that the Committee on American Civics shall consist of three members appointed by the Board President. The Committee shall meet at least twice per year. One of the responsibilities of this committee will be to examine recommended social studies textbooks and report findings based on this examination to other members of the Board of Education. The Committee shall take all other steps to ensure compliance with Nebraska law.

It shall further be the policy of District OR-1 Public Schools that the Committee on American Civics shall review all major proposals prepared by the superintendent of schools and instructional staff for adoption of new textbooks, development of new instructional programs, revision of existing instructional programs, modification of established graduation requirements, and other related matters. After the review is completed, the Committee on Curriculum and Americanism will make a recommendation to the full Board of Education about approval or adoption of the matter under consideration.

Legal Reference:      Neb. Rev. Stat. § 79-724  
                              Neb. Rev. Stat. § 79-520  
                              LB 399 (2019)

Date of Adoption:    January 17, 2017  
Reviewed:             February 8, 2021

Date of Revision:    June 10, 2019

Internal Board Policies - OrganizationTemporary Committees

It shall be the policy of District OR-1 Public Schools that in addition to the appointment of standing committees, the President of the Board of Education or the full Board may appoint such temporary committees as are deemed necessary.

Temporary committees shall serve at the pleasure of the President of the Board of Education or of a majority of the members of the Board of Education, but in general the duration of temporary committees shall not exceed beyond the next annual meeting of the Board of Education.

Temporary committees will be expected to submit their recommendations to the full Board of Education for appropriate action.

Legal Reference: Neb. Rev. Stat. § 79-520

Date of Adoption: January 17, 2017

Reviewed: February 8.2021

Internal Board Policies - OrganizationBoard Self-Evaluation

The primary purpose for board self-evaluation is for the improvement of school board leadership. In evaluating the board's functions and roles, the board may focus attention to the following:

1. Evaluation shall be conducted in odd years at a scheduled time and place.
2. The evaluation should be a composite of the individual board member's opinions;
3. The evaluation should include a constructive discussion of strengths and weaknesses; and
4. The board should be free to comment on any area related to its function of governing the district.

The board and superintendent will cooperatively develop an evaluation plan that evaluates the various aspects of the board's functions, duties, and roles. The evaluation will include the following items:

1. The evaluation instrument shall define and describe the standards against which the board evaluates its performance.
2. The evaluation shall include the establishment of objectives and strategies for improving board performance.
3. The evaluation shall analyze progress toward existing board goals and examine the need to establish new or revised goals.

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

Date of Adoption: January 17, 2017

Reviewed: February 8.2021

Internal Board Policies - Board MembersRetirement

It shall be the policy of District OR-1 Public Schools that retiring members of the Board of Education shall be appropriately recognized and thanked for the service which they have rendered to the schools and to the community.

When a Board member is retiring from service, the President of the Board of Education will direct that preparation be made for any presentation or award which will be made at the final meeting attended by the retiring Board member.

Date of Adoption: January 17, 2017  
Reviewed: February 8.2021

Internal Board Policies - Board MembersOrientation for Newly-Elected Members of the Board of Education

The Board of Education and staff members shall assist each new elected member to understand the functions, policies, and procedures of the Board of Education before the member takes office. To this end the following steps shall be taken:

1. The newly-elected member shall be given selected materials such as a copy of the Board's policies, a copy of the school budget, a copy of Nebraska school laws and information on the responsibility of a school Board member.
2. The newly-elected member shall be invited to attend meetings of the Board of Education and to participate in the discussions.
3. The secretary of the Board of Education shall supply material pertinent to the meetings and the Superintendent of the School shall explain the use of such materials.
4. The newly-elected member shall be invited to meet with the Superintendent and Principal to discuss their area of responsibility as defined by the Board of Education.
5. Any other material deemed helpful shall be made available upon request.

Date of Adoption: January 17, 2017

Reviewed: February 8.2021

Internal Board Policies - Board MembersPolicy for Board Member Attendance at Educational Workshops, Conferences, Training Programs, Official Functions, Hearings, and Meetings

Board members are expected to maintain effectiveness by being well-informed on educational issues. Accordingly, Board members are encouraged to attend educational workshops, conferences, training programs, official functions, hearings, or meetings which are sponsored by the school district, state, and national education organizations.

Board members are specifically authorized to attend such functions which are sponsored by this school district, the Nebraska Association of School Boards, the National School Boards Association, AASA, NRCSA and similar organizations without specific action by the Board of Education. In addition, school Board members may attend such functions at district expense sponsored by other organizations upon specific prior approval of the Board of Education.

Legal Reference: Neb. Rev. Stat. § 79-512

Date of Adoption: January 17, 2017

Reviewed: February 8.2021

Internal Board Policies - Board MembersCoffee Act Policy (Reimbursable Expenses)

- A. Board members, employees or volunteers of the school district are expected to maintain effectiveness by being well informed on educational and related issues and are encouraged to diligently perform their required duties, attend educational workshops, conferences, training programs, official functions, hearings or meetings which are necessary to perform required duties, sponsored by the school district or State and national educational organizations or which are otherwise in the best interests of this school district as follows:
1. Board members as a result of this policy are hereby given prior approval by this school Board and upon approval by the Superintendent or the Superintendent's designee are specifically authorized to attend such functions without additional or further approval by the school Board unless otherwise so determined and the school district shall pay the registration costs, tuition costs, fees or charges for such functions along with actual travel expenses, if travel is by commercial or charter means or if a personal automobile is used, mileage shall be allowed at the rate provided by law with meals and lodging to be reimbursed based upon substantiated costs actually and necessarily incurred or applicable Federal Rates.
  2. Employees and volunteers are authorized to attend such functions upon prior approval by the Superintendent or the Superintendent's designee and the school district shall pay registration costs, tuition costs, fees or charges for such functions along with actual travel expenses, if travel is by commercial or charter means or if a personal automobile is used, mileage shall be allowed at the rate provided by law with meals and lodging to be reimbursed based upon substantiated costs actually and necessarily incurred or applicable to Federal rates.
- B. Payment or reimbursement for expenses incurred by Board members, employees or volunteers as otherwise specifically permitted by law shall also be allowed as provided by such law.
- C. Since it is hereby determined to be important and in the best interest of this school district to recognize service by Board members, employees and volunteers, the school Board hereby authorizes the President, Superintendent or the Superintendent's designee to determine when and to whom plaques, certificates of achievement, flowers or other items of value should be granted provided that no such plaque, certificate, flowers or other item of value to be awarded shall cost more than \$50.00.

- D. School Board members are not paid members and when appropriate because of the timing, length or other factors, sandwiches or meals may be provided to School Board members, employees and volunteers attending public meetings or in other appropriate or necessary situations such as joint meetings with other governing bodies.
- E. That non-alcoholic beverages, cookies or other similar items may be provided to individuals attending public meetings, private meetings, discussions or public or private conferences as determined necessary or appropriate by the Superintendent or the Superintendent's designee to be in the best interest of this school district.
- F. Non-alcoholic beverages and meals may be provided for individuals while performing or immediately after performing relief, assistance or support activities in emergency situations or during or immediately following their participation in any activity approved by the School Board.
- G. In addition to the other matters covered and allowed by this policy, one recognition dinner each fiscal year may be held for Board members, employees or volunteers provided the maximum cost per person, which is hereby established for such dinner shall not exceed \$50.00 and further provided that such annual dinner may be held separately for employees of each department or separately for volunteers or any of them in combination.
- H. The authority necessary to carry out the provisions of this policy should be and is hereby delegated from the School Board to the designated officials so indicated herein.
- I. Nothing in this policy shall authorize the expenditure of public funds to pay for any expenses incurred by a spouse of a Board member, employee or volunteer unless the spouse is also a Board member, employee or volunteer.

Legal Reference: Neb. Rev. Stat. §§ 13-2201 to 13-2204  
Neb. Rev. Stat. §79-546

Date of Adoption: January 17, 2017

Date of Revision: June 11, 2018

Internal Board Policies - Board MembersCoffee Act Policy (Reimbursable Expenses)

- A. Board members, employees or volunteers of the school district are expected to maintain effectiveness by being well informed on educational and related issues and are encouraged to diligently perform their required duties, attend educational workshops, conferences, training programs, official functions, hearings or meetings which are necessary to perform required duties, sponsored by the school district or State and national educational organizations or which are otherwise in the best interests of this school district as follows:
1. Board members as a result of this policy are hereby given prior approval by this school Board and upon approval by the Superintendent or the Superintendent's designee are specifically authorized to attend such functions without additional or further approval by the school Board unless otherwise so determined and the school district shall pay the registration costs, tuition costs, fees or charges for such functions along with actual travel expenses, if travel is by commercial or charter means or if a personal automobile is used, mileage shall be allowed at the rate provided by law with meals and lodging to be reimbursed based upon substantiated costs actually and necessarily incurred or applicable Federal Rates.
  2. Employees and volunteers are authorized to attend such functions upon prior approval by the Superintendent or the Superintendent's designee and the school district shall pay registration costs, tuition costs, fees or charges for such functions along with actual travel expenses, if travel is by commercial or charter means or if a personal automobile is used, mileage shall be allowed at the rate provided by law with meals and lodging to be reimbursed based upon substantiated costs actually and necessarily incurred or applicable to Federal rates.
- B. Payment or reimbursement for expenses incurred by Board members, employees or volunteers as otherwise specifically permitted by law shall also be allowed as provided by such law.
- C. Since it is hereby determined to be important and in the best interest of this school district to recognize service by Board members, employees and volunteers, the school Board hereby authorizes the President, Superintendent or the Superintendent's designee to determine when and to whom plaques, certificates of achievement, flowers or other items of value should be granted provided that no such plaque, certificate, flowers or other item of value to be awarded shall cost more than \$50.00.

- D. School Board members are not paid members and when appropriate because of the timing, length or other factors, sandwiches or meals may be provided to School Board members, employees and volunteers attending public meetings or in other appropriate or necessary situations such as joint meetings with other governing bodies.
- E. That non-alcoholic beverages, cookies or other similar items may be provided to individuals attending public meetings, private meetings, discussions or public or private conferences as determined necessary or appropriate by the Superintendent or the Superintendent's designee to be in the best interest of this school district.
- F. Non-alcoholic beverages and meals may be provided for individuals while performing or immediately after performing relief, assistance or support activities in emergency situations or during or immediately following their participation in any activity approved by the School Board.
- G. In addition to the other matters covered and allowed by this policy, one recognition dinner each fiscal year may be held for Board members, employees or volunteers provided the maximum cost per person, which is hereby established for such dinner shall not exceed \$50.00 and further provided that such annual dinner may be held separately for employees of each department or separately for volunteers or any of them in combination.
- H. The authority necessary to carry out the provisions of this policy should be and is hereby delegated from the School Board to the designated officials so indicated herein.
- I. Nothing in this policy shall authorize the expenditure of public funds to pay for any expenses incurred by a spouse of a Board member, employee or volunteer unless the spouse is also a Board member, employee or volunteer.

Legal Reference: Neb. Rev. Stat. §§ 13-2201 to 13-2204  
Neb. Rev. Stat. §79-546

Date of Adoption: January 17, 2017  
Reviewed: February 8.2021

Date of Revision: June 11, 2018

Internal Board Policies/PersonnelUse of Public Resources by Board Members and EmployeesRestrictions on Use

No Board member or employee of District OR-1 Public Schools shall use or authorize the use of his or her public office or any confidential information received through the holding of the 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 the individual is associated.

No Board member or employee shall use or authorize the use of school district 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.

No Board member or employee shall use or authorize the use of school resources 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. For purposes of this restriction, "school resources" means personnel, property, resources, or funds under the official care and control of the Board member or employee.

Authorized Uses

The uses described below are not authorized by employees, and violate this policy, where an employee's use: (1) interferes with the conduct of school business; (2) interferes with the performance of the employee's duties and responsibilities; (3) is contrary to another Board policy or a rule or directive set forth in an employee handbook or other employee communication device; (4) is contrary to a supervisor's directive; or (5) the use is for the employee's personal financial gain or potential for personal financial gain.

*Incidental or De Minimis Use:* Use of school resources by a Board member or employee which is incidental or de minimis does not constitute a violation of this policy.

*Personal Use as Part of Compensation:* Use of school resources for personal purposes is authorized by this policy if:

1. the use of the resource for personal purposes is part of the employee's compensation provided in an employment contract or is consistent with this policy; and
2. the personal use of the resource as compensation is reported in accordance with the Internal Revenue Code of 1986, as amended, and taxes, if any, are paid by the affected employee.

Employees who engage in such personal use shall, upon request of the Board of Education or the administration, provide evidence to establish that the compensation has been reported and taxes paid as required by the Tax Code.

*School Vehicles:* Use of a school vehicle by a Board member or employee to travel to a designated location or the home of the Board member or employee is permissible when the primary purpose of the travel serves a school district purpose. Such use is authorized by this policy. No travel other than directly to the school-related trip destination shall occur, however, when students are in the vehicle or if the vehicle is a school bus.

*Communication Devices:* A Board member or employee may use a telecommunication system, a cellular telephone, an electronic handheld device, or a computer under the control of the school district for email, text messaging, a local call, or a long-distance call, to a child at home, a teacher, a doctor, a day care center, a baby-sitter, a family member, or any other person to inform any such person of an unexpected schedule change or for other essential personal business. Any such communication shall be kept to a minimum and shall not interfere with the conduct of school business or the performance of an employee's duties.

A Board member or employee shall be responsible for payment or reimbursement of charges (e.g. long distance charges), if any, that directly results from any such communication. The Board member or employee shall promptly report any such communication that results in an expense to the School District to the Superintendent or the Superintendent's designee. The Superintendent or the Superintendent's designee shall establish procedures for reimbursement of charges incurred as a result of such communications.

Use of the District's internet system for such communications shall not be permitted to the extent such use violates the terms of the E-Rate program, which restricts use of the internet system to "educational purposes."

*Election Issues:* A Board member or the Superintendent, in the normal course of his or her duties, may use school resources to research and prepare materials to assist the School Board in determining the effect of a ballot question on the School District.

Mass mailings, mass duplication, or other mass communications at school expense for the purpose of qualifying, supporting, or opposing a ballot question is not permitted. Mass communications does not include placing public records demonstrating the consequences of the passage or defeat of a ballot question affecting the School District on its existing websites.

A Board member or employee may campaign for or against the qualification, passage, or defeat of a ballot question or the nomination or election of a candidate when no school resources are used. An employee shall not engage in campaign activity for or against the qualification, passage, or defeat of a ballot question or the nomination or election of a candidate while on duty time.

A Board member or authorized employee may make school facilities available 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 of use.

The School Board may discuss and vote upon a resolution supporting or opposing a ballot question.

A Board member may respond to specific inquiries by the press or the public as to his or her opinion regarding a ballot question or provide information in response to a request for information.

A Board member or employee may identify himself or herself by his or her official title when communicating about a ballot question. Employees who do so shall clearly communicate that their communication is their personal opinion and does not reflect the position or views of the Board of Education or the School District unless express authorization is given by the Board of Education or the Superintendent.

Legal Reference: Neb. Rev. Stat. §§49-14,101.01 and 49-14,101.02

Date of Adoption: January 17, 2017

Reviewed: February 8, 2021

Internal Board Policies - Board Members

Membership in School Board Associations

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

Legal Reference: Neb. Rev. Stat. § 79-512

Date of Adoption: January 17, 2017

Reviewed: February 8.2021

Internal Board Policies - Board MembersConflict of Interest/Contracts

It shall be the policy of District OR-1 Public Schools that any contract whether oral or written, formal or informal, which is entered into by the school district and in which a member of the Board of Education is directly or indirectly interested, is voidable unless certain reporting, disclosure and abstention requirements are met. The school district is authorized to enter into a contract in which a member of the Board of Education is directly or indirectly interested so long as:

1. The Board member makes a declaration on the record regarding the nature of his/her interest prior to official consideration of the contract.
2. The affected Board member does not participate in consideration or discussion of the contract.
3. The Board member does not vote on the granting of the contract except that if the number of members of the Board declaring an interest in the contract would prevent the Board with all members present from securing a quorum in the issue, then all members may vote on the matter.
4. The Board member does not in any way participate in the inspection, operation, administration or performance under the contract on the part of the district.

It shall further be the policy of District OR-1 Public Schools that the above provisions apply not only to formal contracts but also to open accounts.

Legal Reference: Neb. Rev. Stat. Sec. 49-14,103.01

Date of Adoption: January 17, 2017

Reviewed: February 8, 2021

Internal Board PoliciesConflict of Interest - Employment of Family Member of Board Member or Supervisor and Employment of Board Member

1. A member of the Board of Education or an administrator or other employee with supervisory responsibilities may employ or recommend or supervise the employment of an immediate family member if:

- a. He or she does not abuse his or her official position (for this purpose, “abuse” means employing an immediate family member: who is not qualified for and able to perform the duties of the position; at an unreasonably high salary; or who is not required to perform the duties of the position);
- b. He or she makes a full disclosure on the record to the Board of Education and a written disclosure to the Superintendent and/or Secretary of the Board; and,
- c. The Board of Education approves the employment or supervisory position.

2. No immediate family member of a Board of Education or an administrator or other employee with supervisory responsibilities shall be employed by the School District:

- a. Without first having made a reasonable solicitation and consideration of applications for such employment.
- b. Who is not qualified for and able to perform the duties of the position.
- c. For any unreasonably high salary.
- d. Who is not required to perform the duties of the position.

3. Neither the Board of Education nor an administrator or other employee with supervisory responsibilities shall terminate the employment of another employee so as to make funds or a position available for the purpose of hiring an immediate family member.

4. This policy shall not apply to an immediate family member of a member of the Board of Education or an administrator or other employee with supervisory responsibilities who was previously employed in a position with the School District prior to the election or appointment of the Board member or employee. Prior to or as soon as reasonably possible after the official date a Board member takes office or an employee assumes his or her responsibilities, such Board member, administrator or other employee with supervisory responsibilities shall make a full disclosure of any immediate family member employed in a position subject to this policy.

5. A member of the Board of Education may not be engaged in a contract to teach with the District OR-1 Public School District. Nor shall a member of the Board of Education cast a vote in favor of the election of any employee when the Board member is related by blood or marriage to such employee.

Legal Reference: Neb. Rev. Stat. §§ 49-1499.04; Sec.49-1499.05; 79-544; and 79-818

Date of Adoption: January 17, 2017

Reviewed: February 8, 2021

Internal Board PoliciesConflict of Interest—Other Than Contracts or Employment

1. Members of the Board of Education of this School District shall abstain from voting on matters on which they may have a conflict of interest. Any Board member who would be required to take any action or make any decision in the discharge of his or her 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:

- (A) Prepare a written statement describing the matter requiring action or decision and the nature of the potential conflict; and,
- (B) Deliver a copy of the statement to the Secretary of the Board of Education, who shall enter the statement into the public records of the School District.

The Board member shall take such action as the Commission shall advise or prescribe to remove himself or herself from influence over the action or decision in the matter.

2. The provisions of paragraph 1 above shall not prevent a Board member from making or participating in the making of a School District-related decision to the extent that the individual's participation is legally required for the action or decision to be made. In such event, the Board member shall report the occurrence to the Commission.

3. Except as defined in Nebraska statute and this policy, conflict of interest of a Board member shall not prevent a Board member from serving on the Board or restrict the hiring or purchasing practices of this School District.

4. The Superintendent, or the Superintendent's designee, shall provide:
- (A) Each Board member with copies of state statutes of Nebraska pertaining to conflicts of interest at the organizational meeting of the Board of Education held at the regular School Board meeting in January of each year. In addition, any newly appointed or elected Board member shall be provided such statutes.
  - (B) When possible, provide each Board member with a list of financial matters on the agenda to come before the Board of Education at the next regular meeting in sufficient detail to allow the Board member to identify potential conflicts of interest and report and receive advice from the Commission.

5. For purposes of this policy, immediate family member shall be defined as a child residing in the Board member's household, a Board member's spouse or an individual claimed by that Board member or the Board member's spouse as a dependent for federal income tax purposes.

Legal Reference: Neb. Rev. Stat. § 49-1425; § 49-14,101; § 49-14,102; § 49-14,103; § 49-14,103.01; § 49-14,103.02; § 49-14,103.03; § 49-14,103.04; § 49-14,103.05; § 49-14,103.06; § 79-818; § 79-544 and § 49-1499.

Date of Adoption: January 17, 2017  
Reviewed: February 8, 2021

Internal Board Policies - Board MembersReporting Procedures

It shall be the policy of District OR-1 Public Schools that any school Board member who has a direct or indirect interest in a formal contract entered into with District OR-1 Public Schools, or an open account, shall provide the Superintendent of schools with the following:

1. Names of the contracting parties.
2. Nature of the interest of the school Board member.
3. Date that the contract was approved by the school Board.
4. Amount of the contract.
5. Basic terms of the contract.

The above information shall be provided to the Superintendent of schools no later than ten (10) days after the contract has been signed by both parties. Such information shall be kept on a ledger, and shall be retained in the ledger for five (5) years from the date of the last day in office of the school Board member. The ledger kept by the Superintendent of schools shall be available for public inspection during the normal working hours.

It shall further be the policy of District OR-1 Public Schools that in the case of open accounts, the above information shall be filed within ten (10) days after the account is opened and thereafter the interested officer shall file a revision to the statement within ten (10) days of each payment on the account specifying the date and amount of the payment.

Legal Reference: Neb. Rev. Stat. § 49-14,103.02

Date of Adoption: January 17, 2017

Reviewed: February 8, 2021

Internal Board Policies - Board MembersReporting Procedures

It shall be the policy of District OR-1 Public Schools that any school Board member who has a direct or indirect interest in a formal contract entered into with District OR-1 Public Schools, or an open account, shall provide the Superintendent of schools with the following:

1. Names of the contracting parties.
2. Nature of the interest of the school Board member.
3. Date that the contract was approved by the school Board.
4. Amount of the contract.
5. Basic terms of the contract.

The above information shall be provided to the Superintendent of schools no later than ten (10) days after the contract has been signed by both parties. Such information shall be kept on a ledger, and shall be retained in the ledger for five (5) years from the date of the last day in office of the school Board member. The ledger kept by the Superintendent of schools shall be available for public inspection during the normal working hours.

It shall further be the policy of District OR-1 Public Schools that in the case of open accounts, the above information shall be filed within ten (10) days after the account is opened and thereafter the interested officer shall file a revision to the statement within ten (10) days of each payment on the account specifying the date and amount of the payment.

Legal Reference: Neb. Rev. Stat. § 49-14,103.02

Date of Adoption: January 17, 2017

Reviewed: February 8, 2021

**CONFLICTS LEDGER**  
**CONTRACTS IN WHICH BOARD MEMBER HAS A POSSIBLE CONFLICT**

(1) Names of the contracting parties-- (a) Business	(b) Board member with possible conflict	(2) Nature of the interest of the officer in question	(3) Date contract was approved by Board	(4) Amount of the contract <sup>1</sup>	(5) Basic terms of the contract

**Note: May attach and reference NADC Form C-3.**

**§ 49-14,103.02. Contract with officer; information required; ledger maintained.** The person charged with keeping records for each governing body shall maintain separately from other records a ledger containing the information listed in subdivisions (1) through (5) of this section about every contract entered into by the governing body in which an officer of the body has an interest and for which disclosure is made pursuant to section 49-14,103.01. Such information shall be kept in the ledger for five years from the date of the officer's last day in office and shall include the:

- (1) Names of the contracting parties;
- (2) Nature of the interest of the officer in question;
- (3) Date that the contract was approved by the governing body;
- (4) Amount of the contract; and
- (5) Basic terms of the contract.

The information supplied relative to the contract shall be provided no later than ten days after the contract has been signed by both parties. The ledger kept pursuant to this section shall be available for public inspection during the normal working hours of the office in which it is kept.

*Source: Laws 1986, LB 548, § 3; Laws 2001, LB 242, § 22.*

**§ 49-14,103.03. Open account with officer; how treated.** An open account established for the benefit of any governing body with a business in which an officer has an interest shall be deemed a contract subject to sections 49-14,103.01 to 49-14,103.06. The statement required to be filed by section 49-14,103.02 shall be filed within ten days after such account is opened. Thereafter, the person charged with keeping records for such governing body shall maintain a running account of amounts purchased on the open account. Purchases made from petty cash or a petty cash fund shall not be subject to sections 49-14,103.01 to 49-14,103.06.

Source: Laws 1986, LB 548, § 4.

Written Statement Attached on form C2-A

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<sup>1</sup> If contract involves an open account insert "open account." A running account of amounts purchased is maintained in the records of the District Bookkeeper.

Reviewed: February 8, 2021

Internal Board Policies - Board MembersCode of Ethics

It shall be the policy of District OR-1 Public Schools that members of the Board of Education will exercise their responsibilities in accordance with the following Code of Ethics:

1. As a member of the local Board of Education, representing all the citizens of the District OR-1 School District, each Board member will recognize:
  - a. That he or she has been entrusted with the educational development of the children and youth of the district.
  - b. That the district expects that the first and greatest concern of a school Board member will be the best interest of each and every one of the young people enrolled in the district's schools.
  - c. That the future welfare of this district, of this state, and of our nation depends in the largest measure upon the quality of education provided in District OR-1 Public Schools to meet the needs of every learner.
  - d. That members of the Board of Education must collectively take the initiative in helping all the people in this district to have updated, accurate information about the public schools system, and to provide the finest possible school programs, school staff, and school facilities.
  - e. That by statute the authority of the Board of Education is derived from the state which is ultimately responsible for the organization and operation of the public schools and which determines the degree of discretionary power exercised by the Board representing the people of the District OR-1 Public Schools District.
  - f. That a school Board member must never neglect his or her personal obligation to the district and legal obligation to the State of Nebraska, nor surrender these responsibilities to any other person, group or organization; but that, beyond this, each school Board member has a moral and civic obligation to our country which can remain strong and free only so long as public schools in the United States are kept strong and free.
2. In view of the foregoing consideration, it must be the constant endeavor of each school Board member:
  - a. To devote time, thought and study to the duties and responsibilities of a school Board member so that he/she may render effective and creditable service.

- b. To work with fellow school Board members in a spirit of harmony and cooperation so as to convert differences of opinion which arise during discussion and debate into a consensus for the benefit of the students enrolled in District OR-1 Public Schools.
- c. To base personal decisions upon all available facts in each situation, to vote honest conviction in every case, unswayed by partisan bias of any kind; thereafter, to abide by and uphold the final majority decision of the Board of Education.
- d. To remember at all times that individual Board members have no local authority outside the meetings of the Board of Education, and to conduct relationships with school staff members, local citizens, and all media of communication on the basis of this fact.
- e. To resist every temptation and outside pressure to use the position as a school Board member to benefit either oneself, immediate family or any other individual or agency apart from the total interest of the school system.
- f. To recognize that it is as important for the Board of Education to understand and evaluate the educational program of District OR-1 Public Schools as it is to plan for the business of the school district.
- g. To bear in mind under all circumstances that the primary function of the Board of Education is to establish and maintain the policies by which the schools are to be administered, but that the administration of the educational program and the conduct of school business shall be the primary responsibility of the Superintendent of Schools and the professional and non-professional staff members who are employed to work with the Superintendent of Schools.
- h. To welcome and encourage active cooperation by citizens, organizations, and the media of communication in District OR-1 Public Schools with respect to the establishment of policy on current school operation and proposed future developments.
- i. To strive step by step to achieve the ideal conditions for the most effective service by a Board of Education to its district, in a spirit of teamwork and unwavering commitment to the American system of public education as a primary means for preservation and perpetuation of our representative democracy.

Date of Adoption: January 17, 2017

Reviewed: February 8, 2021

Internal Board Policies - Methods of OperationBoard Member Liability

Board members shall not be held personally liable for actions taken in the performance of their duties and responsibilities vested in them by the laws of Nebraska and the members of the school district community. In carrying out the duties and responsibilities of their office, board members shall act in good faith.

The school district shall defend, save harmless and indemnify board members against tort claims or demands, whether groundless or otherwise, arising out of an alleged act or omission occurring within the scope of their official duties, unless it constitutes a willful or wanton act or omission. However, the school district shall not save harmless or indemnify board members for punitive damages.

Legal Reference: Neb. Rev. Stat. § 79-516

Date of Adoption: January 17, 2017

Reviewed: February 8.2021

Internal Board Policies - Methods of OperationMethods of Operation

It shall be the policy of District OR-1 Public Schools that the Board of Education exercises authority over the schools in accordance with applicable laws. It determines policy; delegates executive supervisory and instructional authority to its employees; and appraises results achieved in light of goals established by the Board of Education.

The Board of Education shall direct its attention primarily to broad questions of policy and the appraisal of results rather than to administrative details. It shall be recognized that the implementation and the application of policy is an administrative task to be performed by the Superintendent of Schools and professional and non-professional staff elected to work with the Superintendent of Schools. The Superintendent and Principals shall be held responsible for the effective administration and supervision of District OR-1 Public Schools and its policies.

All matters to be submitted to the Board of Education shall first be brought to the Superintendent of Schools for study, analysis, review and recommendation. The Superintendent will present to the Board of Education those matters which require formal action by the Board of Education.

Legal Reference:      Neb. Rev. Stat. § 79-526  
                                 Neb. Rev. Stat. § 79-520

Date of Adoption:      January 17, 2017  
Reviewed:                February 8.2021

Internal Board Policies - Methods of OperationFormulation of Policies

It shall be the policy of District OR-1 Public Schools that the Board of Education, representing the people of the District OR-1 School District, will be the governing body which determines all questions of general policy to be employed in the governance of the District OR-1 Public Schools.

Proposals regarding school district policies and operation may be initiated by any of several sources: a parent, a taxpayer, a professional employee, a school board member, a non-professional employee, a professional consultant, a civic group, etc. Ordinarily policies will be developed for presentation to the Board of Education by the Superintendent.

Formal action on policy proposals, whatever their source, will be taken by the Board of Education in accordance with its bylaws. Ordinarily, the Board of Education shall take action on such matters upon the basis of recommendations presented to the Board of Education by the Superintendent.

Legal Reference: Neb. Rev. Stat. § 79-554  
Neb. Rev. Stat. § 79-520

Date of Adoption: January 17, 2017  
Reviewed: February 8.2021

Internal Board Policies - Methods of OperationAdoption, Amendment or Suspension of Policies

- A. Proposed policies introduced and recommended to the Board shall require a majority vote of the Board for adoption and if so passed shall take effect immediately.
- B. Any policy of the Board may be suspended for an agreed upon period of time by a majority vote of the members of the Board.
- C. The Superintendent, in case of emergency or to comply with legal requirements, may suspend any part of these policies and regulations as it pertains to administration of schools provided, however, that the Superintendent shall report the fact and the reason for such suspension at the next meeting of the Board of Education and, provided further that the suspension shall expire at the time of said report unless continued in effect by action of the Board of Education.

Date of Adoption: January 17, 2017  
Reviewed: February 8.2021

Internal Board Policies - Methods of OperationFormulation of Administrative Regulations

The Board of Education shall delegate to the Superintendent of Schools the function of specifying required actions and outlining detailed arrangements for operation of the schools. These rules and detailed arrangements shall constitute the administrative regulations governing the schools. These rules and arrangements must, in every respect, be consistent with the policies adopted by the Board of Education.

The Board of Education shall approve administrative regulations when specific state laws require such action or when the Superintendent recommends that the Board of Education take such action.

Legal Reference: Neb. Rev. Stat. § 79-520

Date of Adoption: January 17, 2017

Reviewed: February 8.2021

Internal Board Policies - Methods of OperationMeetings

The formation of school policy is a public matter and final action on such a matter must be taken in an open meeting. Every meeting of the Board of Education shall be open to the public in order that citizens may exercise their democratic privilege of attending and speaking at meetings of the Board of Education, except as otherwise provided by the Constitution of the State of Nebraska, and by federal and state law.

The term "meeting" shall refer to all regular, special, or called meetings, formal or informal, of the Board of Education for the purpose of briefing, discussing public business, forming tentative policy, or taking any action of the Board of Education. This definition of "meeting" includes any meeting of an advisory committee of the Board of Education, but specifically excludes any meeting of a subcommittee, or standing committee, of the Board of Education unless such subcommittee or standing committee has been given the authority to take formal action on behalf of the Board.

Since members of the Board of Education are unable to function officially as individuals, the meeting of the Board of Education will present an opportunity for the school program to be discussed and appraised and for individual biases and opinions to be aired as the members of the Board of Education strive for consensus decisions on specific issues. In addition, the meeting will provide an appropriate place for items of interest or concern to individual citizens or groups of the school community to be heard and considered. The Board of Education will take formal action only when the Board is meeting in open session.

Legal Reference:     Neb. Rev. Stat. § 79-554  
                          Neb. Rev. Stat. § 79-555  
                          Neb. Rev. Stat. § 84-1412

Date of Adoption:    January 17, 2017  
Reviewed:            February 8.2021

Internal Board Policies - Methods of OperationTypes of MeetingsRegular Meetings

Regular scheduled meetings may be of two kinds: business or education or both. The education meetings may be held for the purpose of reviewing the school program, or for the development and discussion of policy.

Special Meetings

A special meeting may be called by the President of the Board, or upon recommendation of the Superintendent, or by two members collectively in the event the President fails to act, upon due notice as specified by the bylaws. No business shall be transacted at a special meeting except that for which the meeting is called or that of an emergency nature.

Legal Reference: Neb. Rev. Stat. § 79-554  
Neb. Rev. Stat. § 84-1409

Date of Adoption: January 17, 2017  
Reviewed: February 8.2021

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

The board shall give public notice of all its meetings by posting the time, date, and place of the meetings and the availability of the agenda at the district's principal office and at the following places: Palmyra and Bennet school buildings, post offices and banks. The district is not required to publish notice at other places but may at its discretion publish notice of meetings and/or agendas in the newspaper and on the district's website.

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

For an emergency meeting, notice shall not be required to be given; however, the Board will complete minutes for such an emergency meeting as required by law. An emergency has been defined as any event or occasional combination of circumstances which calls for immediate action or remedy; pressing necessity; exigency; a sudden or unexpected happening; an unforeseen occurrence or condition.

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

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

Date of Adoption: January 17, 2017

Reviewed: February 8.2021

Internal Board Policies - Methods of OperationAgenda Construction and Control

- A. Written meeting agendas will be prepared by the Superintendent in collaboration with the President of the Board of Education. Any Board member may submit agenda items to be placed on the agenda by the Superintendent and the Board President.
  
- B. Control of the agenda is the responsibility of the Board President. Agenda items shall set forth the matter to be discussed at that agenda item. An agenda, kept continuously current, shall be readily available for public inspection at the office of the Superintendent of Schools of the District OR-1 School District during normal business hours. Except for items of an emergency nature, the agenda shall not be altered later than 24 hours before the scheduled commencement of the meeting. The School Board shall have the right to modify the agenda to include items of an emergency nature only by action taken at the public meeting at which the item is to be considered. Agenda items shall be sufficiently specific to advise the public of the issues to be discussed under that agenda item.

Legal Reference: Neb. Rev. Stat. § 84-1411

Date of Adoption: January 17, 2017

Reviewed: February 8.2021

Internal Board PoliciesLocation of School Board Meetings

The traditional meeting place for Board meetings will be the board room at the School District's principle office. The President or Superintendent may designate a different meeting place for individual meetings with advance notice to the members.

All meetings of the Board shall be held at the location designated in the notice of said meeting. If circumstances dictate meeting in a different location than designated in the notice, it shall be the responsibility of the Superintendent to take the appropriate steps to inform Board members and the public.

Meetings of the Board may be held outside the School District boundaries when deemed necessary by the Board and approved by the Board at any preceding meeting. Meetings of the Board may be held outside the state of Nebraska upon compliance with applicable laws.

Legal Reference: Neb. Rev. Stat. §§ 84-1411 and 84-1412

Date of Adoption: January 17, 2017

Reviewed: February 8.2021

Internal Board Policies - Methods of OperationProcedures During Meetings

In the absence of the President and the Vice President of the Board of Education at any meeting, the Board shall choose a President pro tempore. In the absence of the Secretary at any meeting, the Board shall also choose a Secretary pro tempore.

Any action taken on a question or a motion duly moved and seconded shall be by roll call vote of the Board in open session, and the record shall state how each member voted, or if the member was absent or abstained.

Legal Reference:   Neb. Rev. Stat. § 79-569  
                          Neb. Rev. Stat. § 79-520  
                          Neb. Rev. Stat. § 84-1413

Date of Adoption:   January 17, 2017  
Reviewed:           February 8, 2021

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

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

The Board may allow advisors, consultants, and other persons who are not Board members to appear at the meeting via telephone or other similar means.

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

<b>Legal Reference:</b>	§§ 79-570; 79-571; § 84-1411 (3) and (6); § 84-1412 (1) and (3)
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B. Hear

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

<b>Legal Reference:</b>	§ 84-1412 (7)
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C. Record

Members of the public may use recording devices (tape recorder, video camera, etc.) to record any part of a meeting of a public body, except for closed sessions. No recording, other than note taking, shall be done without informing the President in advance. The President shall control the placement of the recording device so the device does not obstruct the view of Board members or other members of the public attending the meeting and does not otherwise interfere with the meeting.

<b>Legal Reference:</b>	§ 84-1412 (1)
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D. Access to Written Materials

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

<b>Legal Reference:</b>	§ 84-1412 (8)
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E. Speak

Members of the public will be permitted to speak at Board meetings at which a public forum is on the Agenda. Members of the public may also speak when invited to make a presentation or when recognized by the chair. The Board is not required to allow members of the public to speak at each meeting. However, the Board will not forbid public participation at all meetings.

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

Members of the public who desire to address the Board will be required to identify themselves.

The President or chair for the meeting shall have the authority to establish reasonable time limits for individual speakers and for the duration of public forum sessions.

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

<b>Legal Reference:</b>
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§ 84-1412 (1) (2) and (3)
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Date of Adoption: January 17, 2017

Reviewed: February 8.2021

Internal Board Policies - Methods of OperationTeacher-Administrator-Board of Education Relationships

Since it is recognized that providing a high quality education for children is the paramount aim of District OR-1 Public Schools and that good morale is necessary for the best education of children, the Board sets forth the following policy concerning the relationship of the Board, the administration, and the staff:

- A. The Board of Education, under law, has the final responsibility of establishing policies for the district.
- B. The Superintendent and staff have the responsibility of carrying out the policies established through the development and monitoring of administrative rules and regulations.
- C. The professional teaching personnel has the ultimate responsibility of providing the best possible education in the classroom through the careful following of Board policies and administrative rules and regulations.

Date of Adoption: January 17, 2017  
Reviewed: February 8.2021

## DISTRICT OR-1 POLICY REVIEW SCHEDULE: 2023

Updated June January 16.2023

### Policy Review Schedule for the 2023 calendar year

<u>Policy Series</u>	<u>Topic</u>	<u>Date of Last Review</u>	<u>New Review Date</u>	<u>Status</u>
1000	Community Relations	April 11, 2022	April 10, 2023	Scheduled
2000	Administration	April 11, 2022	April 10, 2023	Scheduled
3000	Business Operations	April 11, 2022	April 10, 2023	Scheduled
4000	Personnel	July 11.2022	July 10, 2023	Scheduled
5000	Students	July 11, 2022	July 10, 2023	Scheduled
6000	Instruction	November 14, 2022	November 13, 2023	Scheduled
7000	New Construction	November 14, 2022	November 13, 2023	Scheduled
8000	Internal Board Policies	February 14, 2022	February 13, 2023	Scheduled
9000	Bylaws of the Board	February 14, 2022	February 13, 2023	Scheduled

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Bylaws of the Board - Board Authority

General Statement

Bylaws are rules or procedures adopted by the board to govern its internal operations. The use of such guidelines or bylaws helps the board to comply with the responsibility and duties delegated to it by law and by the local electorate, in an efficient and effective manner.

Date of Adoption: January 17, 2017  
Date of Review: February.8.2021

Bylaws of the Board - Board Authority

Limits of Authority

The Board of Education is the unit of authority. Apart from the normal function as part of the unit, a board member has no individual authority. Individually, the board member may not commit the district to any policy, act or expenditure.

No individual member of the board shall exercise any administrative responsibility with respect to the schools.

Date of Adoption: January 17, 2017  
Date of Review: February.8.2021

Bylaws of the Board - Board Members

Legal Description

The corporate name of this school district shall be:

Otoe County School District 66-0501, and shall also be known as the District OR-1 Public Schools.

Legal Reference: Neb. Rev. Stat. § 79-405

Date of Adoption: January 17, 2017

Date of Review: February.8.2021

Bylaws of the Board - Board Members

Number of Members, Terms of Office

The Board of Education shall consist of six (6) members elected at large by the qualified voters of the school district in a manner prescribed by law under the provisions pertaining to a Class III school district in the statutes of the State of Nebraska.

The terms of office for board members shall be four (4) years and will begin on the **first Thursday** after the **first Tuesday** in January.

Legal Reference:      Neb. Rev. Stat. § 79-549  
                                 Neb. Rev. Stat. § 79-550  
                                 Neb. Rev. Stat. § 32-543

Date of Adoption:      January 17, 2017  
Date of Review:        February.8.2021

Bylaws of the Board - Board Members

Officers

1. Members of the school board will elect from among its members a president and vice president.
2. There will also be an elected or appointed secretary who does not need to be a member of the school board.
3. These officers shall be elected at the board's organizational meeting in January of each year.
4. The Board of Education may employ a treasurer for the district at the January meeting who shall be paid a salary from school district funds within the limits permitted by law, in amounts to be fixed by the Board. A treasurer so employed shall not be a member of the Board. A board member serving as treasurer shall not be compensated.

Legal Reference: Neb. Rev. Stat. § 79-520  
Neb. Rev. Stat. § 79-590

Date of Adoption: January 17, 2017  
Date of Review: February.8.2021

Bylaws of the Board - Board MembersPresident

1. The duties of the board president shall be to:
  - a. Preside at all meetings of the school board in accordance with Robert's Rules of Order.
  - b. Countersign all orders upon the school treasury for funds to be disbursed by the district.
  - c. Countersign all warrants of the secretary of the county treasurer.
  - d. Administer the oath to the secretary and treasurer when so required by law.
  - e. Other duties as the law may require.
2. The president has the right to vote on any issue that may come before the school board.
3. The president has the additional duty to maintain order at public meetings of the school board.
4. The president must appear for and on behalf of the district in all suits brought by or against the district.
5. The president shall appoint or provide for the election of all committees of the board, unless otherwise directed by the board. The president shall be kept apprised of the workings of all such committees.
6. The president may call special meetings of the board.
7. The president shall call special meetings of the board when requested by two (2) or more board members.

Legal Reference: Neb. Rev. Stat. Sec. 79-569  
Neb. Rev. Stat. Sec. 79-570  
Neb. Rev. Stat. Sec. 79-572

Date of Adoption: January 17, 2017  
Date of Review: February.8.2021

Bylaws of the Board - Board Members

Vice-President

The vice president shall perform the duties of the president in case of absence of the president. In the case of the absence of both the president and vice-president, the remaining members shall select a president pro tem to preside at the meeting.

Date of Adoption: January 17, 2017  
Date of Review: February.8.2021

Bylaws of the Board - Board Members

Treasurer

The treasurer shall be custodian of all money belonging to the school district, and shall perform duties required by law or by the board.

Legal Reference:   Neb. Rev. Stat. § 79-586  
                          Neb. Rev. Stat. § 79-587  
                          Neb. Rev. Stat. § 79-588  
                          Neb. Rev. Stat. § 79-590

Date of Adoption:   January 17, 2017  
Date of Review:     February.8.2021

Bylaws of the Board - Board MembersSecretary

The secretary shall perform duties required by law and such duties as the Board and Superintendent may request. In the secretary's absence, documents requiring the signature of the secretary may be signed on the secretary's behalf by the treasurer or another board officer as the secretary's designee.

Legal Reference:   Neb. Rev. Stat. § 79-576  
                          Neb. Rev. Stat. § 79-577  
                          Neb. Rev. Stat. § 79-578  
                          Neb. Rev. Stat. § 79-524

Date of Adoption:   January 17, 2017  
Date of Review:     February.8.2021

Bylaws of the Board - Board Members

Attorney

The board may, at its discretion, appoint an attorney to perform desired legal services. The attorney shall serve at the board's pleasure and be compensated at a mutually agreeable rate.

Legal Reference: Neb. Rev. Stat. § 79-513

Date of Adoption: January 17, 2017

Date of Review: February.8.2021

Bylaws of the Board - Board MembersAuditor

The board will have an annual independent audit of the finances of the district. The board will contract only with state approved auditors and their analysis and report will be in keeping with state approved or accepted standards. This annual audit will be completed by November 5 of each year.

Legal Reference: Neb. Rev. Stat. § 79-1089  
NDE Rule 1.3.05

Date of Adoption: January 17, 2017  
Date of Review: February.8.2021

Bylaws of the Board - Board MembersIndividual Members

It is understood that the members of the Board have authority only when acting as a Board legally in session. The Board shall not be bound in any way by any action or statement on the part of any individual Board members, except when such statement or action is in pursuance of specific, formal instructions from the Board.

Date of Adoption: January 17, 2017  
Date of Review: February.8.2021

Bylaws of the Board - Board Members

Removal From Office

Any member elected or appointed to an officer position on the Board of Education may be removed from the officer position by a two-thirds (2/3rds) vote of the membership of the Board.

Date of Adoption: January 17, 2017  
Date of Review: February.8.2021

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

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

Policies will be adopted after consideration at two (2) meetings of the Board of Education. Policy amendments resulting from legal requirements or those that are minor may be revised in one meeting at the discretion of the Board. The agenda and minutes shall be marked to indicate policy matters.

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

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

Reference: Robert's Rules of Order

Date of Adoption: January 17, 2017

Date of Review: February.8.2021

Bylaws of the Board - Bylaws, Policies and RegulationsAdoption and Amendment of Bylaws

Proposed new bylaws and suggested amendments to or revisions of existing bylaws may be adopted by a majority vote of ALL members of the Board during the second of two (2) regularly scheduled meetings of the Board not less than four (4) weeks apart in the calls for which meeting the proposed additions, amendments or revisions shall have been described in writing.

Legal Reference: Neb. Rev. Stat. § 79-526  
Reference: Robert's Rules of Order

Date of Adoption: January 17, 2017  
Date of Review: February.8.2021

Bylaws of the Board - Bylaws, Policies and RegulationsApproval and Amendment of Administrative Regulations

The Board does not adopt administrative regulations unless specifically required to do so by law, or unless requested to do so by the Superintendent, or as required by negotiated agreements with employee organizations, in which case, any such regulation shall become a part of any such agreement and shall be subject to amendment as provided in any such agreement. Adoption and amendment of such Board adopted regulations shall be by the same procedure as that specified for policies at 9200.

The Board reserves the right to review and demand revisions of administrative regulations should they, in the Board's judgment, be inconsistent with the policies adopted by the Board.

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

Date of Adoption: January 17, 2017

Date of Review: February.8.2021

Bylaws of the Board - Meetings

Regular Meetings

The Board shall meet in regular session on the second Monday of each calendar month, unless otherwise designated by the president with the approval of the Board. Such meetings shall begin at 7:00 p.m.

All meetings shall be held in the boardroom at the District OR-1 Public Schools' District office unless otherwise designated by the president with the approval of the Board.

In each odd-numbered year, the January meeting will be held on or after the first Thursday after the first Tuesday.

Legal Reference:      Neb. Rev. Stat. § 79-554  
                                 Neb. Rev. Stat. § 79-555  
                                 Neb. Rev. Stat. § 84-1401

Date of Adoption:      January 17, 2017  
Date of Review:        February.8.2021

Bylaws of the Board - Meetings

Special Meetings

A special meeting of the Board may be called by the president when in his opinion it is necessary, or upon recommendation of the Superintendent of Schools, or any two (2) Board members.

No business shall be transacted at any special meeting which does not come within the purpose or purposes set forth in the call for the meeting unless it is of an emergency nature.

All meetings shall be held in the Board of Education room at Palmyra High School unless otherwise designated by the president with the approval of the Board.

Special Board sessions may be adjourned to a definite date and time.

Legal Reference:      Neb. Rev. Stat. § 79-554  
                                 Neb. Rev. Stat. § 79-520  
                                 Neb. Rev. Stat. § 79-555  
                                 Neb. Rev. Stat. § 84-1401

Date of Adoption:      January 17, 2017  
Date of Review:        February.8.2021

Bylaws of the Board - MeetingsAdvance Delivery of Meeting Materials

The Board shall require the Superintendent to prepare an agenda which, with the minutes, shall be mailed or delivered to the Board members on Friday or prior to each regular monthly Board meeting.

Items not placed on the regular agenda may be shelved until the regular meeting on the following month to provide the Board adequate time to research the item in question. Citizens may have an item placed on the agenda by permission of the President of the Board or the Superintendent of Schools.

Legal Reference: Neb. Rev. Stat. § 79-520

Date of Adoption: January 17, 2017

Date of Review: February.8.2021

Bylaws of the Board - MeetingsOrder of Business

The following shall be the order of business for the regular meetings. The order of business may be changed when the Board President or Superintendent establish the Agenda and also by consent of the Board.

- A. Call to Order, Pledge of Allegiance and Announce Location of Open Meetings Poster
- B. Consent Agenda
  - a. Approval of minutes of previous meetings
  - b. Approval of Claims/Payment of Bills and Payroll
  - c. Certificated/Classified Hire(s)/Reassignment(s)/Resignation(s)
  - d. Financial Report
- C. Public Comment
- D. Administrative Reports
- E. Discussion Items-Committee Reports
- F. Action Items
- G. Board of Education Development
- H. Topics for Next Month's Agenda
- I. Adjournment

Date of Adoption: January 17, 2017  
Date of Review: February.8.2021

Date of Revision: August 14, 2017

Bylaws of the Board - MeetingsParliamentary Procedure

The rules of parliamentary procedures as embodied in Robert's Rules of Order, latest edition, may guide the school Board in the conduct of Board meetings. Exceptions shall be made when the issue in question is covered by Board policies or bylaws, and as to minutes, adjournment and as otherwise required by statute. The President, or meeting chair, shall decide all questions of procedure and order, subject to an appeal to the Board, with the object that Board meetings be conducted with order, decency, and regularity and to accomplish the work of the school Board in the best possible manner.

Date of Adoption: June 12, 2017  
Date of Review: February.8.2021

Bylaws of the Board - MeetingsMinutes

The Board of Education shall keep minutes of all meetings showing the time, place, members present and absent, and the substance of all matters discussed. The resignation of a Board member or any other circumstance that results in a vacancy in office shall be made a part of the minutes.

The minutes shall be prepared by the secretary immediately following the meeting, shall be written, shall be available for inspection by the public and for distribution to the members of the Board within ten (10) working days, or prior to the next convened meeting, whichever occurs earlier, and shall be a part of the agenda for the next regular meeting at which time they shall be corrected, if necessary, and approved.

The minutes shall be kept in the office of the superintendent and shall be public records and open to public inspection during normal business hours.

The minutes may be kept as an electronic record.

Legal Reference: Neb. Rev. Stat. §§ 79-555; 79-570; and 79-577  
Neb. Rev. Stat. §§ 84-1408 to 1414

Date of Adoption: January 17, 2017  
Date of Review: February.8.2021

Bylaws of the Board - MeetingsVoting

Any action taken on any question or motion duly moved and seconded shall be by roll call vote of the Board in open session, and the record shall state how each member voted, or if the member was absent or not voting. The requirements of a roll call or viva voce vote may be satisfied by use of an electronic voting device which allows the yeas and nays of each member of the board to be readily seen by the public.

Date of Adoption: January 17, 2017  
Date of Review: February.8.2021

Bylaws of the Board - Meetings

Methods of Operation/Quorum

The Board of Education shall transact business only when it is in session, has a quorum present, and minutes are kept. A majority of all members of the Board shall constitute a quorum.

Legal Reference: Neb. Rev. Stat. § 79-554

Date of Adoption: January 17, 2017

Date of Review: February.8.2021

Bylaws of the Board - MeetingsBoard/School District RecordsExceptions and Locations

The Board of Education and the Superintendent may withhold from the public those records in their custody enumerated by law. Records which are open to inspection shall be available in the office of the Superintendent.

Open Meetings Act Posting and Public Access to Board Records

The Board of Education accepts its responsibility to conduct its meetings in public and in compliance with law. The Superintendent shall post at least one current copy of the Open Meetings Act in the meeting room at a location accessible to members of the public. At the beginning of each meeting the public shall be informed about the location of the posted information by announcement of the Board President or Chairperson or via notice given in the Agenda. The Superintendent and the Board secretary shall make available for examination and copying by members of the public at least one copy of all reproducible written material to be discussed at an open meeting except where the law specifically states that a matter is exempted either temporarily or permanently from such disclosure.

Therefore, the Board of Education directs the Superintendent and the Board secretary, acting jointly and cooperatively, to make easily available copies of the Board of Education policy manual and the minutes of meetings of the Board of Education and its committees (except as exempt by law). Minutes shall be made available within ten (10) days of the meeting reported; policies shall be incorporated into the manual within thirty (30) days of adoption.

Legal Reference:      Neb. Rev. Stat. §§ 84-1408 to 84-1414  
                              Neb. Rev. Stat. § 84-712

Date of Adoption:     January 17, 2017  
Date of Review:        February.8.2021

Bylaws of the Board - MeetingsOpen Sessions

Subject to the provisions of the public meeting law of the State of Nebraska and the policies of the District, the public shall have the right to attend and the right to speak at meetings of the Board except any part thereof held in closed session, and all or any part of a meeting of the Board except that held in closed session may be recorded by any person in attendance by means of a tape recorder or any other means of sonic reproduction or in writing.

The Board may make and enforce reasonable rules and regulations regarding the conduct of persons attending its meetings and regarding their privilege to speak. The Board is not required to allow citizens to speak at each meeting, nor may it forbid public participation at all meetings.

Any person or group may attend the regular or special meeting of the Board of Education. Undue interruption or other interference with the orderly conduct of business cannot be allowed. Defamatory or abusive remarks are always out of order. A speaker's privilege of address may be terminated if he persists in improper remarks.

At a public meeting of the Board no person shall orally initiate charges or complaints against an individual employee of the District or challenge instructional materials used in the District. All such complaints, charges or challenges shall be presented to the Superintendent or Board in writing and signed by the complainant. All such charges, if presented to the Board directly, shall be referred to the Superintendent for investigation and report.

The Board is not obligated to act on any request unless the same has been submitted in writing to the Superintendent or to the president of the Board sufficiently in advance to allow the same to have been incorporated into the agenda for the meeting.

Date of Adoption: January 17, 2017

Date of Review: February.8.2021

Bylaws of the Board - MeetingsClosed Sessions

The Board of Education may hold a closed session by the affirmative vote of a majority of its voting members if a closed session is clearly necessary for the protection of the public interest or for the prevention of needless injury to the reputation of an individual and if such individual has not requested a public meeting. Closed sessions may be held for, but shall not be limited to, such reasons as: (a) strategy sessions with respect to collective bargaining, real estate purchases, or litigation; (b) discussion regarding deployment of security personnel or devices; (c) investigative proceedings regarding allegations or misconduct; or (d) evaluation of the job performance of a person when necessary to prevent needless injury to the reputation of a person and if such person has not requested a public meeting; provided, however a closed meeting shall never be held for the purpose of discussing the appointment or election of a new member to the Board of Education.

The vote to hold a closed session shall be taken in open session. The subject matter and the reason necessitating the closed session shall be identified in the motion to close. The entire motion, the vote of each member on the question of holding a closed session, and the time when the closed session commenced and concluded shall be recorded in the minutes. If the motion to close passes, then the presiding officer immediately prior to the closed session shall restate on the record the limitation of the subject matter of the closed session. The Board shall restrict its consideration of matters during the closed portions to only those purposes set forth in the motion to close as the reason for the closed session. The meeting shall be reconvened in open session before any formal action may be taken.

Any member of the Board shall have the right to challenge the continuation of a closed session if the member determines that the session has exceeded the reasons stated in the original motion to hold a closed session. Such challenge shall be overruled only by a majority vote of the members of the public body. Such challenge and its disposition shall be recorded in the minutes.

The term "closed session" as used in the policies, regulations and Bylaws of the District shall include within its meaning any "executive session" or "executive meeting" authorized or prescribed by said policies, regulations and Bylaws, all of said terms being interchangeable.

Legal Reference: Neb. Rev. Stat. §§ 84-1407 to 84-1414

Date of Adoption: January 17, 2017

Date of Review: February.8.2021

Reviewed: February 13,2023

**Policy # 6025: Student Cell Phone and Other Electronic Devices**

Students may use cellular phones or other electronic devices while at school, so long as they do so safely, responsibly and respectfully and comply with all other school rules while using these devices.

By bringing their cell phones and other electronic communication devices to school, students consent to the search of said devices by school staff when permitted by law.

Students may not have cell phones or electronic devices on while they are in locker rooms, restrooms, or any other area in which others may have a reasonable expectation of privacy.

The taking, disseminating, transferring, or sharing of obscene, pornographic, lewd, or otherwise illegal images or photographs, whether by electronic data transfer or otherwise (including things like texting, sexting, e-mailing, etc.) may constitute a crime under state and/or federal law.

Any person engaged in these activities while on school grounds, in a school vehicle or at a school activity will be subject to the disciplinary procedures of the student code of conduct.

While on school property, at a school activity, or in a school vehicle, students may not use their cell phones or electronic devices to bully, harass, or intimidate any other person as governed by the student code of conduct.

Students shall be personally and solely responsible for the security of their electronic devices.

The district is not responsible for theft, loss or damage of any electronic device, including or any calls or downloads.

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

The administration will return confiscated devices to the parent or guardian of the offending student, after meeting with the parent or guardian to discuss the rule violation.

Students who violate this policy may, at the discretion of the school's administration, be subject to additional discipline, up to and including suspension or expulsion.

**First Reviewed on:** February 13,2023

**Date of Adoption:** March 13,2023

StudentsStudent Discipline

A. Development of Uniform Discipline System. It shall be the responsibility of the Superintendent to develop and maintain a system of uniform discipline. The discipline which may be imposed includes actions which are determined to be reasonably necessary to aid the student, to further school purposes, or to prevent interference with the educational process, such as (without limitation) counseling and warning students, parent contacts and parent conferences, rearrangement of schedules, requirements that a student remain in school after regular hours to do additional work, restriction of extracurricular activity, or requirements that a student receive counseling upon written consent of the parent or guardian, or in-school suspension. The discipline may also include out-of-school suspension (short-term or long-term) and expulsion.

1. Short-Term Suspension: Students may be excluded by the Principal or the Principal's designee from school or any school function for a period of up to five school days (short-term suspension) on the following grounds:

- a. Conduct that constitutes grounds for expulsion, whether the conduct occurs on or off school grounds; or
- b. Other violations of rules and standards of behavior adopted by the Board of Education or the administrative or teaching staff of the school, which occur on or off school grounds, if such conduct interferes with school purposes or there is a nexus between such conduct and school.

The following process will apply to short-term suspensions:

- a. The Principal or the Principal's designee will make a reasonable investigation of the facts and circumstances. A short-term suspension will be made upon a determination that the suspension is necessary to help any student, to further school purposes, or to prevent an interference with school purposes.
- b. Prior to commencement of the short-term suspension, the student will be given oral or written notice of the charges against the student. The student will be advised of what the student is accused of having done, an explanation of the evidence the authorities have, and be afforded an opportunity to explain the student's version of the facts.
- c. Within 24 hours or such additional time as is reasonably necessary following the suspension, the Principal or administrator will send a written statement to the student and the student's parent or guardian describing the student's conduct, misconduct or violation of the rule or standard and the reasons for the action taken.
- d. An opportunity will be given to the student, and the student's parent or guardian, to have a conference with the Principal or administrator ordering

the short-term suspension before or at the time the student returns to school. The Principal or administrator shall determine who in addition to the parent or guardian is to attend the conference.

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

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

- a. If the student has a dangerous communicable disease transmissible through normal school contacts and poses an imminent threat to the health or safety of the school community; or
- b. If the student's conduct presents a clear threat to the physical safety of himself, herself, or others, or is so extremely disruptive as to make temporary removal necessary to preserve the rights of other students to pursue an education.

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

If the emergency exclusion will be for five school days or less, the procedures for a short-term suspension shall be followed. If the Superintendent or his or her designee determines that an emergency exclusion shall extend beyond five days, a hearing is to be held and a final determination made within ten school days after the initial date of exclusion. Such procedures shall substantially comply with the procedures set forth in this policy for a long-term suspension or expulsion, and be modified only to the extent necessary to accomplish the hearing and determination within this shorter time period.

5. Other Forms of Student Discipline: Administrative and teaching personnel may also take actions regarding student behavior, other than removal of students from school, which are reasonably necessary to aid the student, further school purposes, or prevent interference with the educational process. Such actions may include, but are not limited to, counseling of students, parent conferences, rearrangement of schedules, requirements that a student remain in school after regular hours to do additional work, restriction of extracurricular activity, or requirements that a student receive counseling, psychological evaluation, or psychiatric evaluation upon the written consent of a parent or guardian to such counseling or evaluation. The actions may also include in-school suspensions. When in-school suspensions, after-school assignments, or other disciplinary measures are assigned, the student is responsible for complying with such disciplinary measures. A failure to serve such assigned discipline as directed will serve as grounds for further discipline, up to expulsion from school.
- B. Student Conduct Expectations. Students are not to engage in conduct which causes or which creates a reasonable likelihood that it will cause a substantial disruption in or material interference with any school function, activity or purpose or interfere with the health, safety, well being or rights of other students, staff or visitors.
  - C. Grounds for Short-Term Suspension, Long-Term Suspension, Expulsion or Mandatory Reassignment. The following conduct has been determined by the Board of Education to have the potential to seriously affect the health, safety or welfare of students, staff and other persons or to otherwise seriously interfere with the educational process. Such conduct constitutes grounds for long-term suspension, expulsion, or mandatory reassignment, and any other lesser forms of discipline. The conduct is subject to the

consequence of long-term suspension, expulsion, or mandatory reassignment where it occurs on school grounds, in a vehicle owned, leased, or contracted by the school and being used for a school purpose or in a vehicle being driven for a school purpose by a school employee or an employee's designee, or at a school-sponsored activity or athletic event.

1. Willfully disobeying any reasonable written or oral request of a school staff member, or the voicing of disrespect to those in authority.
2. Use of violence, force, coercion, threat, intimidation, harassment, or similar conduct in a manner that constitutes a substantial interference with school purposes or making any communication that a reasonable recipient would interpret as a serious expression of an intent to harm or cause injury to another.
3. Willfully causing or attempting to cause substantial damage to property, stealing or attempting to steal property of substantial value, repeated damage or theft involving property, or setting or attempting to set a fire of any magnitude.
4. Causing or attempting to cause personal injury to any person, including any school employee, school volunteer, or student. Personal injury caused by accident, self-defense, or other action undertaken on the reasonable belief that it was necessary to protect some other person shall not constitute a violation of this subdivision.
5. Threatening or intimidating any student for the purpose of or with the intent of obtaining money or anything of value from such student or making a threat which causes or may be expected to cause a disruption to school operations.
6. Knowingly possessing, handling, or transmitting any object or material that is ordinarily or generally considered a weapon or that has the appearance of a weapon or bringing or possessing any explosive device, including fireworks.
7. Engaging in selling, using, possessing or dispensing of alcohol, tobacco, narcotics, drugs, controlled substance, or an inhalant; being under the influence of any of the above; possession of drug paraphernalia, or the selling, using, possessing, or dispensing of an imitation controlled substance as defined in section 28-401 of the Nebraska statutes, or material represented to be alcohol, narcotics, drugs, a controlled substance or inhalant. Tobacco means any tobacco product (including but not limited to cigarettes, cigars, and chewing tobacco), vapor products (such as e-cigarettes), electronic nicotine delivery systems, alternative nicotine products, tobacco product look-alikes, and products intended to replicate tobacco products either by appearance or effect. Use of a controlled substance in the manner prescribed for the student by the student's physician is not a violation. The term "under the influence" has a less strict meaning than it does under criminal law; for school purposes, the term means any level of impairment and includes even the odor of alcohol or illegal substances on the breath or person of a student; also, it includes being impaired by reason of the abuse of any material used as a stimulant.
8. Public indecency or sexual conduct.
9. Engaging in bullying, which includes any ongoing pattern of physical, verbal, or electronic abuse on school grounds, in a vehicle owned, leased, or contracted by a school being used for a school purpose by a school employee or a school

- employee's designee, or at school-sponsored activities or school-sponsored athletic events.
10. Sexually assaulting or attempting to sexually assault any person. This conduct may result in an expulsion regardless of the time or location of the offense if a complaint alleging such conduct is filed in a court of competent jurisdiction.
  11. Engaging in any activity forbidden by law which constitutes a danger to other students or interferes with school purposes. This conduct may result in an expulsion regardless of the time or location of the offense if the conduct creates or had the potential to create a substantial interference with school purposes, such as the use of the telephone or internet off-school grounds to threaten.
  12. A repeated violation of any rules established by the school district or school officials if such violations constitute a substantial interference with school purposes.
  13. Truancy or failure to attend assigned classes or assigned activities; or tardiness to school, assigned classes or assigned activities.
  14. The use of language, written or oral, or conduct, including gestures, which is profane or abusive to students or staff members. Profane or abusive language or conduct includes, but is not limited to, that which is commonly understood and intended to be derogatory toward a group or individual based upon race, gender, disability, national origin, or religion.
  15. Dressing or grooming in a manner which is dangerous to the student's health and safety or a danger to the health and safety of others or repeated violations of the student dress and grooming standards; dressing, grooming, or engaging in speech that is lewd or indecent, vulgar or plainly offensive; dressing, grooming, or engaging in speech that school officials reasonably conclude will materially and substantially disrupt the work and discipline of the school; dressing, grooming, or engaging in speech that a reasonable observer would interpret as advocating illegal drug use.
  16. Willfully violating the behavioral expectations for riding school buses or vehicles.
  17. A student who engages in the following conduct shall be expelled for the remainder of the school year in which it took effect if the misconduct occurs during the first semester, and if the expulsion for such conduct takes place during the second semester, the expulsion shall remain in effect for the first semester of the following school year, with the condition that such action may be modified or terminated by the school district during the expulsion period on such terms as the administration may establish:
    - a. The knowing and intentional use of force in causing or attempting to cause personal injury to a school employee, school volunteer, or student, except if caused by accident, self-defense, or on the reasonable belief that the force used was necessary to protect some other person and the extent of force used was reasonably believed to be necessary, or
    - b. The knowing and intentional possession, use, or transmission of a dangerous weapon other than a firearm.
  18. Knowingly and intentionally possessing, using, or transmitting a firearm on school grounds, in a school-owned or utilized vehicle, or during an educational

function or event off school grounds, or at a school-sponsored activity or athletic event. This conduct shall result in an expulsion for one calendar year. "Firearm" means a firearm as defined in 18 U.S.C. 921, as that statute existed on January 1, 1995. That statute includes the following statement: "The term 'firearm' means (a) any weapon (including a starter gun) which will or is designed to or may readily be converted to expel a projectile by the action of an explosive; (b) the frame or receiver of any such weapon; (c) any firearm muffler or firearm silencer; or (d) any destructive device." The Superintendent may modify such one-year expulsion requirement on a case-by-case basis, provided that such modification is in writing.

Bringing a firearm or other dangerous weapon to school for any reason is discouraged; however, a student will not be subject to disciplinary action if the item is brought or possessed under the following conditions:

- a. Prior written permission to bring the firearm or other dangerous weapon to school is obtained from the student's teacher, building administrator and parent.
- b. The purpose of having the firearm or other dangerous weapon in school is for a legitimate educational function.
- c. A plan for its transportation into and from the school, its storage while in the school building and how it will be displayed must be developed with the prior written approval by the teacher and building administrator. Such plan shall require that such item will be in the possession of an adult staff member at all times except for such limited time as is necessary to fulfill the educational function.
- d. The firearm or other dangerous weapon shall be in an inoperable condition while it is on school grounds.

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

1. Student Appearance: Students are expected to dress in a way that is appropriate for the school setting. Students should not dress in a manner that is dangerous to the health and safety of anyone or interferes with the learning environment or teaching process in our school. Following is a list of examples of attire that will not be considered appropriate, such list is not exclusive and other forms of attire deemed inappropriate by the administration may be deemed inappropriate for the school setting:
  - a. Clothing that shows an inappropriate amount of bare skin or underwear (midriffs, spaghetti straps, sagging pants) or clothing that is too tight, revealing or baggy, or tops and bottoms that do not overlap or any material

- that is sheer or lightweight enough to be seen through, or otherwise of an appropriate size and fit so as to be revealing or drag on the ground.
- b. Shorts, skirts, or skorts that do not reach mid-thigh or longer.
  - c. Clothing or jewelry that advertises or promotes beer, alcohol, tobacco, or illegal drugs.
  - d. Clothing or jewelry that could be used as a weapon (chains, spiked apparel) or that would encourage “horse-play” or that would damage property (e.g. cleats).
  - e. Head wear including hats, caps, bandannas, and scarves.
  - f. Clothing or jewelry which exhibits nudity, makes sexual references or carries lewd, indecent, or vulgar double meaning.
  - g. Clothing or jewelry that is gang related.
  - h. Visible body piercing (other than ears).

Consideration will be made for students who wear special clothing as required by religious beliefs, disability, or to convey a particularized message protected by law. The final decision regarding attire and grooming will be made by the Principal or Superintendent. In the event a student is uncertain as to whether a particular item or method of grooming is consistent with the school’s guidelines, the student should contact the Principal for approval, and may also review such additional posting of prohibited items or grooming which may be available in the Principal’s office.

Coaches, sponsors or teachers may have additional requirements for students who are in special lab classes, students who are participants in performing groups or students who are representing the school as part of an extracurricular activity program.

On a first offense of the dress code, the student may call home for proper apparel. If clothes cannot be brought to school, the student will be assigned to in-school suspension for the remainder of the day. Students will not be allowed to leave campus to change clothes. Continual violations of the dress code will result in more stringent disciplinary actions, up to expulsion. Further, in the event the dress code violation is determined to also violate other student conduct rules (e.g., public indecency, insubordination, expression of profanity, and the like), a first offense of the dress code may result in more stringent discipline, up to expulsion.

2. Academic Integrity.

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

provide a level playing field for all students, and to develop appropriate values.

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

- b. Definitions: The following definitions provide a guide to the standards of academic integrity:
- (1) “Cheating” means intentionally misrepresenting the source, nature, or other conditions of academic work so as to accrue undeserved credit, or to cooperate with someone else in such misrepresentation. Such misrepresentations may, but need not necessarily, involve the work of others. Cheating includes, but is not limited to:
    - (a) Tests (includes tests, quizzes and other examinations or academic performances):
      - (i) Advance Information: Obtaining, reviewing or sharing copies of tests or information about a test before these are distributed for student use by the instructor. For example, a student engages in cheating if, after having taken a test, the student informs other students in a later section of the questions that appear on the test.
      - (ii) Use of Unauthorized Materials: Using notes, textbooks, pre-programmed formulae in calculators, or other unauthorized material, devices or information while taking a test except as expressly permitted. For example, except for “open book” tests, a student engages in cheating if the student looks at personal notes or the textbook during the test.
      - (iii) Use of Other Student Answers: Copying or looking at another student’s answers or work, or sharing answers or work with another student, when taking a test, except as expressly permitted. For example, a student engages in cheating if the student looks at another student’s paper during a test. A student also engages in cheating if the student tells another student answers during a test or while exiting the testing room, or knowingly allows another student to look at the student’s answers on the test paper.
      - (iv) Use of Other Student to Take Test. Having another person take one’s place for a test, or taking a test for another student, without the specific knowledge and permission of the instructor.

- (v) Misrepresenting Need to Delay Test. Presenting false or incomplete information in order to postpone or avoid the taking of a test. For example, a student engages in cheating if the student misses class on the day of a test, claiming to be sick, when the student's real reason for missing class was because the student was not prepared for the test.
  
- (b) Papers (includes papers, essays, lab projects, and other similar academic work):
  - i) Use of Another's Paper: Copying another student's paper, using a paper from an essay writing service, or allowing another student to copy a paper, without the specific knowledge and permission of the instructor.
  - (ii) Re-use of One's Own Papers: Using a substantial portion of a piece of work previously submitted for another course or program to meet the requirements of the present course or program without notifying the instructor to whom the work is presented.
  - (iii) Assistance from Others: Having another person assist with the paper to such an extent that the work does not truly reflect the student's work. For example, a student engages in cheating if the student has a draft essay reviewed by the student's parent or sibling, and the essay is substantially re-written by the student's parent or sibling. Assistance from home is encouraged, but the work must remain the student's.
  - (iv) Failure to Contribute to Group Projects. Accepting credit for a group project in which the student failed to contribute a fair share of the work.
  - (v) Misrepresenting Need to Delay Paper. Presenting false or incomplete information in order to postpone or avoid turning in a paper when due. For example, a student engages in cheating if the student misses class on the day a paper is due, claiming to be sick, when the student's real reason for missing class was because the student had not finished the paper.
  
- (c) Alteration of Assigned Grades. Any unauthorized alteration of assigned grades by a student in the teacher's grade book or the school records is a serious form of cheating.

- (2) “Plagiarism” means to take and present as one's own a material portion of the ideas or words of another or to present as one's own an idea or work derived from an existing source without full and proper credit to the source of the ideas, words, or works. Plagiarism includes, but is not limited to:
- (a) Failure to Credit Sources: Copying work (words, sentences, and paragraphs or illustrations or models) directly from the work of another without proper credit. Academic work frequently involves use of outside sources. To avoid plagiarism, the student must either place the work in quotations or give a citation to the outside source.
  - (b) Falsely Presenting Work as One's Own: Presenting work prepared by another in final or draft form as one's own without citing the source, such as the use of purchased research papers or use of another student's paper.
- (3) “Contributing” to academic integrity violations means to participate in or assist another in cheating or plagiarism. It includes but is not limited to allowing another student to look at your test answers, to copy your papers or lab projects, and to fail to report a known act of cheating or plagiarism to the instructor or administration.
- c. Sanctions: The following sanctions will occur when a student engages in cheating, plagiarism, or contributing to an academic integrity offense:
- (1) Academic Sanction. The instructor will refuse to accept the student's work in which the academic integrity offense took place, assign a grade of "F" or zero for the work, and require the student to complete a test or project in place of the work within such time and under such conditions as the instructor may determine appropriate. In the event the student completes the replacement test or project at a level meeting minimum performance standards, the instructor will assign a grade which the instructor determines to be appropriate for the work.
  - (2) Report to Parents and Administration. The instructor will notify the Principal of the offense and the instructor or Principal will notify the student's parents or guardian.
  - (3) Student Discipline Sanctions. Academic integrity offenses are a violation of school rules. The Principal may recommend sanctions in addition to those assigned by the instructor, up to and including suspension or expulsion. Such additional sanctions will be given strong consideration where a student has engaged in serious or repeated academic integrity offense or other rule violations, and where the academic sanction is otherwise not a sufficient remedy, such as for offenses involving altering assigned grades or contributing to academic integrity violations.

### 3. Electronic Devices

a. ~~Philosophy and Purpose. The District strongly discourages students from bringing and/or using electronic devices at school. The use of electronic devices can be disruptive to the educational process and are items that are frequently lost or stolen.~~ In order to maintain a secure and orderly learning environment, and to promote respect and courtesy regarding the use of electronic devices, the District has established the following rules and regulations governing student use of electronic devices, and procedures to address student misuse of electronic devices. Students may use cellular phones or other electronic devices while at school, so long as they do so safely, responsibly and respectfully and comply with all other school rules in alignment with *Policy # 6025* while using these devices.

- (1) “Electronic devices” include, ~~but are not limited to, cell phones, Mp3 players, iPods, personal digital assistants (PDAs), compact disc players, portable game consoles, cameras, digital scanners, lap top computers, and other~~ electronic or battery powered instruments which transmit voice, text, or data from one person to another.
- (2) “Sexting” means generating, sending or receiving, encouraging others to send or receive, or showing others, through an electronic device, a text message, photograph, video or other medium that:
  - (i) Displays sexual content, including erotic nudity, any display of genitalia, unclothed female breasts, or unclothed buttocks, or any sexually explicit conduct as defined at Neb. Rev. Stat. § 28-1463.02; or
  - (ii) Sexually exploits a person, whether or not such person has given consent to creation or distribution of the message, photograph or video by permitting, allowing, encouraging, disseminating, distributing, or forcing such student or other person to engage in sexually explicit, obscene or pornographic photography, films, or depictions; or,
  - (iii) Displays a sexually explicit message for sexual gratification, flirtation or provocation, or to request or arrange a sexual encounter.

c. Possession and Use of Electronic Devices:

- ~~(1) Students are not permitted to possess or use any electronic devices during class time or during passing time except as otherwise provided by this policy. Cell phone usage is strictly prohibited during any class period; including voice usage, digital imaging, or text messaging.~~
- ~~(2) Students are permitted to possess and use electronic devices before school hours, at lunch time, and after school hours, provided that the student not commit any abusive use of the device (see paragraph (d)(1). Administrators have the discretion to prohibit student possession or use of electronic devices on school grounds~~

- ~~during these times in the event the administration determines such further restrictions are appropriate; an announcement will be given in the event of such a change in permitted use.~~
- (3) ~~Electronic devices may be used during class time when specifically approved by the teacher or a school administrator in conjunction with appropriate and authorized class or school activities or events (i.e., student use of a camera during a photography class; student use of a lap top computer for a class presentation).~~
- (4) ~~Students may use electronic devices during class time when authorized pursuant to an Individual Education Plan (IEP), a Section 504 Accommodation Plan, or a Health Care Plan, or pursuant to a plan developed with the student's parent when the student has a compelling need to have the device (e.g., a student whose parent is in the hospital could be allowed limited use of the cell phone for family contacts, so the family can give the student updates on the parent's condition).~~

d. Violations

- (1) Prohibited Use of Electronic Devices: Students shall not use electronic devices for: (a) activities which disrupt the educational environment; (b) illegal activities in violation of state or federal laws or regulations; (c) unethical activities, such as cheating on assignments or tests; (d) immoral or pornographic activities; (e) activities in violation of Board or school policies and procedures relating to student conduct and harassment; (f) recording others (photographs, videotaping, sound recording, etc.) or otherwise transmitting images and/or sounds of another person or persons without direct administrative approval and consent of the person(s) being recorded, other than recording of persons participating in school activities that are open to the public; (g) "sexting;" or (h) activities which invade the privacy of others. Such student misuses will be dealt with as serious school violations, and immediate and appropriate disciplinary action will be imposed, including, but not limited to, suspension and expulsion from school.
- (2) ~~Disposition of~~ Confiscated Electronic Devices: Electronic devices possessed or used in violation of this policy may be confiscated by school personnel and returned to the student or parent/guardian at an appropriate time. If an electronic device is confiscated, the electronic device shall be taken to the school's main office to be identified, placed in a secure area, and returned to the student and/or the student's parent/guardian in a consistent and orderly way.
- (i) **First Violation:** Depending upon the nature of the violation and the imposition of other appropriate disciplinary action, consequences at a minimum may

include a relinquishment of the electronic device to the school administration and a conference between the student and school principal or assistant principal. The electronic device shall remain in the possession of the school administration until such time as the student personally comes to the school's main office and retrieves the electronic device.

- (ii) **Second Violation:** Depending upon the nature of the violation and the imposition of other appropriate disciplinary action, consequences at a minimum may include a relinquishment of the electronic device to the school administration and a conference between the student and his/her parent/guardian and the school principal or assistant principal. The electronic device shall remain in the possession of the school administration until such time as the student's parent/guardian personally comes to the school's main office and retrieves the electronic device.
  - (iii) **Third Violation:** Depending upon the nature of the violation and the imposition of other appropriate disciplinary action, consequences at a minimum may include a relinquishment of the electronic device to the school administration, a conference between the student and his/her parent/guardian and the school principal or assistant principal, and suspension of the student from school. The electronic device shall remain in the possession of the school administration until such time as the student's parent/guardian personally comes to the school's main office and retrieves the electronic device.
- (3) Penalties for Prohibited Use of Electronic Devices: Students who receive a "sexting" message are to report the matter to a school administrator and then delete such message from their electronic device. Students shall not participate in sexting or have any "sexting" message on their electronic devices regardless of when the message was received while on school grounds or at a school activity. Students who violate the prohibitions of this policy shall be subject to the imposition of appropriate disciplinary action, up to and including expulsion, provided that at a minimum the following penalties shall be imposed:
- (i) Students found in possession of a "sexting" message shall be subject to a one (1) day suspension from school.
  - (ii) Students who send or encourage another to send a "sexting" message shall be subject to a five (5) day suspension from school.

- (4) Reporting to Law Enforcement: Violations of this policy regarding the prohibited use of electronic devices that may constitute a violation of federal or state laws and regulations, including, but not limited to, the Nebraska Child Protection Act or the Nebraska Child Pornography Prevention Act shall be reported to appropriate legal authorities and law enforcement.
- e. Responsibility for Electronic Devices. Students or their parents/guardians are expected to claim a confiscated electronic device within ten (10) days of the date it was relinquished. The school shall not be responsible, financially or otherwise, for any unclaimed electronic devices. By bringing such devices to school, students and parents authorize the school to dispose of unclaimed devices at the end of each semester. The District is not responsible for the security and safekeeping of students' electronic devices and is not financially responsible for any damage, destruction, or loss of electronic devices.
- E. Inappropriate Public Displays of Affection (IPDA): Students are not to engage in inappropriate public displays of affection on school property or at school activities. Such conduct includes kissing, touching, fondling or other displays of affection that would be reasonably considered to be embarrassing or a distraction to others. Students will face the following consequences for IPDA:
1. 1st Offense: Student will be confronted and directed to cease.
  2. 2nd Offense: Student will be confronted, directed to cease, and parents will be notified.
  3. 3rd Offense: Student will be suspended from school for a minimum of 1 day, and parents and student will need to meet with Administrator(s) and/or counselor.
- If this type of behavior continues, or if the IPDA is lewd or constitutes sexual conduct, the student could face long-term suspension or expulsion.
- F. Specific Rule Items: The following conduct may result in disciplinary action which, in the repeated violations, may result in discipline up to expulsion:
1. Students are not given locker passes, restroom passes or telephone passes to leave a classroom or study hall unless special circumstances arise.
  2. Students in the hallway during class time must have a pass with them.
  3. Gum, candy, seeds, etc. are not allowed in the school building or classrooms. The pop machine is closed until after school and pop is to be drunk outside.
  4. Students are expected to bring all books and necessary materials to class. This includes study halls.
  5. Assignments for all classes are due as assigned by the teacher.
  6. Students are not to operate the mini-blinds or the windows.
  7. Classes are ended by the teacher. Students are not to begin to pack up or leave the class until the dismissal bell has rung or the teacher has dismissed the class.
  8. Students are to be in their seats and ready for class on the tardy bell.

9. Special classes such as Industrial Technology, Art, P.E., and computer courses will have other safety or clean-up rules that will be explained to students by that teacher which must be followed.
10. Students are not to bring “nuisance items” to school. A nuisance item is something that is not required for educational purposes and which would cause a distraction to the student or others.
11. Students are to stand back from the entry steps and doors in the mornings before school and at noon before the bell so that others may pass in and out of the entry doors.
12. Snow handling is prohibited.

G. Law Violations

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

Legal Reference: Neb. Rev. Stat. sections 79-254 to 79-296

Date of Adoption: March 13, 2017

Date of Revision: June 10, 2019

Date of Review: July 12, 2021

Date of Review: July 11, 2022

**DISTRICT OR-1 PUBLIC SCHOOLS**  
**CALENDAR 2023-2024, Updated. 1.31.2022**

August 2023						
SU	M	T	W	TH	F	SA
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		
19 Teacher Days						
16 Student Days						

September 2023						
SU	M	T	W	TH	F	SA
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
20 Teacher Days						
19 Student Days						

October 2023						
SU	M	T	W	TH	F	SA
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				
21 Teacher Days						
21 Student Days						

November 2023						
SU	M	T	W	TH	F	SA
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		
19 Teacher Days						
18 Student Days						

December 2023						
SU	M	T	W	TH	F	SA
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						
14 Teacher Days						
14 Student Days						
93 Teacher Days First Semester						
88 Student Days First Semester						

August 2023	
8-Aug	Start of Fall Practice
Aug 7-8	Faculty Inservice: 8:00 a.m. - 4:00 p.m.
9-Aug	Teacher Work Day
10-Aug	<b>First Day of School</b>

September 2023	
4-Sep	NO SCHOOL -Labor Day
19-Sep	Dismiss @ 1:00 P.M. P-T conf. 2:00-8:00 P.M.
20-Sep	Collab. PD/WD - No School for students

October 2023	
13-Oct	<b>End of First quarter</b>
16-Oct	<b>Start 2nd Quarter</b>
20-Oct	Fall Break; NO SCHOOL

November 2023	
13-Nov	Start Winter Practice
14-Nov	Teacher Inservice No School
22-Nov	NO SCHOOL Thanksgiving Break
23-Nov	NO SCHOOL Thanksgiving Break
24-Nov	NO SCHOOL Thanksgiving Break

December 2023	
20-Dec	<b>End of Second Quarter:</b> Dismiss @ 1:00 P.M.
21-Dec	Winter Vacation December 21-January 3
22-26-Dec	Five day moratorium period est. by NSAA

January 2024	
1-3-Jan	Winter Vacation
3-Jan	Collab PD/WD - No School for Students
4-Jan	<b>School Resumes, Start 3rd Quarter</b>
15-Jan	No School - Martin Luther King Day

February 2024	
6-Feb	Dismiss @ 1:00 P.M. P-T conf. 2:00-8:00 P.M.
9-Feb	NO SCHOOL Winter Break
21-Feb	Collab PD/WD - No School for Students
29-Feb	Start of Spring Practice

March 2024	
1-Mar	NO SCHOOL Spring Break
7-Mar	<b>End of Third Quarter</b>
8-Mar	NO SCHOOL Spring Break
11-Mar	Collab PD/WD - No School for Students
12-Mar	<b>Start 4th Quarter</b>
28-Mar	Dismiss @ 1:00 P.M. Begin Easter Break
29-Mar	NO SCHOOL: Easter Break

April 2024	
1-Apr	NO SCHOOL: Easter Break
17-Apr	Collab PD/WD - No School for Students

May 2024	
11-May	High School Graduation
15-May	Elementary End of 2nd Semester Reg. Dismissal
16-May	End 2nd Sem. -1:00 Dismissal H.S. :NS: Elem.Transition Day
17-May	Teacher Work Day

Note: **Early dismissal times are 1:00 p.m. Elementary students riding the buses will be dismissed at 12:45 p.m.**

January 2024						
SU	M	T	W	TH	F	SA
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			
20 Teacher Days						
19 Student Days						

February 2024						
SU	M	T	W	TH	F	SA
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		
20 Teacher Days						
19 Student Days						

March 2024						
SU	M	T	W	TH	F	SA
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						
18 Teacher Days						
17 Student Days						

April 2024						
SU	M	T	W	TH	F	SA
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				
21 Teacher Days						
20 Student Days						

May 2024						
SU	M	T	W	TH	F	SA
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	
13 Teacher Days						
11 Elem/12 HS Student Days						
92 Teacher Days Second Semester						
87 Student Days Second Semester						

175 Student Days
185 Teacher Days
<b>Legend for Colors</b>
Regular Dismissal for High School Students
Elementary Students: End of Second Semester
Vacation Days
Parent Teacher Conferences
Early Dismissal: 1:00 p.m. HS / No School for elementary
Professional Development Day for Staff: No school for students
Board Reviewed: 1.16.2023 / Board Approved: February 13.2023

## School District Demographics

District OR-1 Public Schools is a Class III school district that is accredited by the Nebraska Department of Education and Cognia (formerly North Central and AdvancED).

District OR-1 contains the communities of Bennet, Douglas, and Palmyra. There is a **Pre-K-5** Elementary School located in Bennet and a **6-12** Junior /Senior High School located in Palmyra.

District OR-1 Public Schools is served by an administrative team, including the Superintendent of Schools, a Secondary Principal, an Elementary Principal, and an Activities and Transportation Director, a Technology Coordinator, two Guidance Counselors, a School Psychologist, a special education and Title I student support team, and a Media Specialist. These positions compliment and support our grade level and content area instructional staff.

Together, we are dedicated to providing excellent educational and extracurricular opportunities for all of our students.

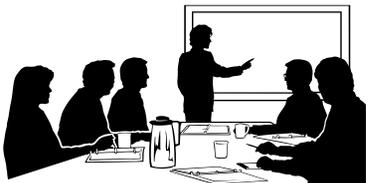
Our instructional staff is comprised of 57 certificated staff members. A large portion of our teaching staff hold a Master's Degree or higher.

Our support staff consists of 38 full and part-time employees. Included are bookkeeping and clerical staff, food service personnel, transportation personnel, para-professionals and custodians.

The District also operates a Pre-school in compliance with Nebraska Department of Education Rule 11.

### Board of Education Members

- ◆ Dean Busch
- ◆ Tim Cheney
- ◆ Jaimi Calfee
- ◆ Brandon Desh
- ◆ Dee Moore
- ◆ Josh Penterman



## District OR-1: Hallmarks of Success

- Diverse Class Offerings and Extracurricular Programming (Dual Credit, Unified Bowling, etc.)
- 1:1 Technology (Chromebooks) for students in grades K-12
- Strong community support
- CTE Programming Enhancements
- Outstanding educators dedicated to maximizing the unique gifts and talents of all students.
- Enhanced activity facilities and school buildings
- Character Education: Second Step and 8 to Great
- Business and Higher Education Partnerships (SCC)



## General Fund Levy and Valuation Data

<u>School Year</u>	<u>Tax Levy</u>	<u>District Valuation</u>
2022-2023	\$0.8679	\$664,899,720
2021-2022	\$0.8200	\$651,257,260
2020-2021	\$0.8400	\$601,882,493
2019-2020	\$0.7961	\$585,294,493
2018-2019	\$0.7718	\$564,469,153
2017-2018	\$0.7465	\$550,817,378

<u>School Year</u>	<u>Total System</u>	<u>General Fund Expenditures</u>
2022-2023	*\$ 1.2505 (*total levy includes 2022 Bond)	*August 2023
2021-2022	\$1.0032	\$7,797,225
2020-2021	\$1.0058	\$7,371,164
2019-2020	\$1.0028	\$6,822,293
2018-2019	\$0.9871	\$6,780,366
2017-2018	\$ 0.9241	\$6,434,370

# District OR-1 Public Schools

2021-2022:

## Rule 10: Annual District Report

\*Updated January 2023

### District Vision Statement

“Together, we prepare our students to successfully meet the challenges of the future.”

### District OR-1 will:

- Model and reinforce self-respect and respect for others.
- Provide equal opportunity for each student to develop his/her potential.
- Seek to develop a sense of individual responsibility and integrity.
- Seek and integrate educationally sound innovations into the curriculum.
- Provide a safe learning environment.



425 F Street, PO Box 130  
Palmyra, NE 68418  
(402)780-5327  
Fax: (402)780-5328

Superintendent of Schools:  
Mr. Michael T. Hart

District Enrollment Pre-K 12 : 2018-2023		
2022-2023	725	This is a 9.5% overall increase from the previous year
2021-2022	662	This is a 3.3 % overall increase from the previous year
2020-2021	641	This is a 5.08 % overall increase from the previous year
2019-2020	610	This is a 5.0% overall increase from the previous year
2018-2019	581	This is a 6.8% overall increase from the previous year
2017-2018	544	This is a 8.8 % overall increase from the previous year

Assessment	NSCAS English	NSCAS Math	NSCAS Science	ACT: Content Area Proficiency
District % of students proficient	60%	51%	89%	English: 69% Math: 61% Science: 69%
State % of students proficient	47%	46%	66%	English: 46% Math: 44% Science: 48%

**State and Standardized Student Assessment Data**

- The Nebraska Student-Centered Assessment System (NSCAS) is a statewide assessment system administered to students in grades 3-8.
- The ACT test is administered to all public school third-year graduation cohort students, except those identified as needing alternate assessment. Students will participate in ACT English, Math, and Science each spring.

**August 2022 School General Obligation Bond**

- On August 9th 2022, District OR-1 successfully passed a 22 million dollar bond to address increased district and community growth and the enhanced diversity of student needs.
- Building expansion projects will begin in the spring of 2023, and construction is expected to be completed by the fall of 2024.
- Clark and Enersen was the architectural firm selected for the projects. BIC construction will be the Construction Manager for the projects.
- Specific elements of the bond for each building include increasing the total number of available classrooms, maximizing multi-purpose program spaces, and providing additional student programs and educational learning spaces to meet the enhanced diversity of our current and future student and

**District Mission Statement**

*District OR-1 commits to a course of action providing continued academic growth through a curriculum that recognizes limitless potential and inspires faith in a positive future for every student. With a sense of community ownership and responsibility, we will remain fiscally accountable and attentive to current and future high-tech facility and staffing needs.*

**District OR-1 Strategic Goals**

- **Goal # 1:** District OR-1 Public Schools will provide the facilities needed to be competitive with other area schools in athletics and fine arts programs.
- **Goal # 2:** District OR-1 Public Schools will foster a unified community.
- **Goal # 3:** The District OR-1 Schools District will continuous-

**School Improvement**

- District OR-1 first committed to the School Improvement Process (SIP) in the fall of 1993. Since that time the district has been accredited through Cognia (formerly AdvancED) and currently through the Continuous Improvement Accreditation Process provided and facilitated by the Nebraska Department of Education.
- Recognizing the continual improvement process necessary to meet the highest standards of school excellence. Upon completion of the 2023 external team review process and review, the district was accredited for the next five years and received the following commendations and required actions:

**Identified powerful practices in place within District OR-1:**

- Formalized Curriculum Alignment
- Resources Committed to District Level Organization
- The Board is in the process of updating its Strategic Plan.
- Individual Needs of Students are Identified and Met
- The external team also provided two required actions for the next cycle:
  1. *Develop a Process to Continually Assess and Improve Programs*
  2. *Implement the District model of teacher evaluation into classroom practice to improve student learning.*

**Our next Accreditation Assessment is Spring 2023.**

**We are committed to continuous improvement to consistently provide the best educational experience for our students!**

**ACT Student Data: 2021-2022**

	Comp	Science	Math	Reading	English
District	20.6	22.0	20.4	21.6	21.7
State	18.7	20.0	19.7	20.2	19.2
*National	20.6	20.6	20.2	21.2	19.9

- Nebraska started offering the ACT for free to all juniors in 2017. Currently, nearly 100 percent of Nebraska High School graduates take the ACT test as part of the Nebraska NSCAS (Nebraska Student-Centered Assessment System).
- The highest possible score on the test is a 36. \*Nationwide, only about 49% of graduates take the ACT. Nebraska students rank third nationally among states where 100 % of graduates take the test.

**“Dual Credit” Course Offerings and Affiliations**

- College Algebra through SCC..... 3 hours
- Comp 1010 /1020 through SCC ..... 6 hours
- Education/Special Education: SCC..... 12 hours
- Personal Finance through SCC ..... 3 hours

*Additional courses are offered throughout the year to meet student needs.*

**SENCAP Available Academies..... 16 academies**

SENCAP (Southeast Nebraska Career Academy Partnership) is the Career Academy Pathway opportunity for high school juniors and seniors in Southeast Community College’s 15-county service area. Classes are dual-credit, earning both high school and college credit at the same time.

**SENCAP Academies Include:** Agriculture /Business / Construction/Criminal Justice/Culinary/Early Childhood Education /Education/ Energy/Geographic Information Systems/ Health / Pre-Nursing/Horticulture / Human Services/Information Technology/

**Panther Extracurricular Activities**

Extracurricular activities, the other half of education, provide incredible opportunities for our students to further develop positive connections and life skills. District OR-1 provides a wide variety of activities at the high school level and a smaller, but still vital menu of activities at the elementary school. Some of the high school activities are listed below.

Football	Basketball	Wrestling	Track	Cross-Country
Volleyball	Golf	Vocal Music	Band	Cheerleading
Debate	Speech	One-Act	Student Council	Quiz Bowl
FFCLA	FFA	Weightlifting	Honor Society	Leadership Academy



**District OR-1: Home of the Panthers!**

**Employment “Letter of Intent” for Classified Employees**

**Please return by: Wednesday, March 22, 2023**

**Employee Name:** \_\_\_\_\_

**Current Position:** \_\_\_\_\_

\_\_\_\_\_ I would like to remain employed by District OR-1 for the **2023-24** school year.

\_\_\_\_\_ I am not planning to return to District OR-1 for the **2023-24** school year. In the absence of an attached resignation letter, this document will serve as my official resignation from my employment with District OR-1 effective at the end of the current school year unless communicated or approved otherwise by district administration.

This intent letter provides you with the reasonable assurance that District OR-1 intends for you to return to perform services during the following academic year. However, nothing in this intent letter modifies or deviates from your position as an “at-will” employee in the District. Notwithstanding anything to the contrary, your job position, job duties, hourly rate of pay, and benefits remain on an “at-will” basis and may be modified at any time based on the needs of District OR-1.

**Employee Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Building Principal Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Superintendent Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Superintendent Pay Transparency Notice—Proposed Contract: Michael T. Hart**

Notice is hereby given that District OR-1 Public Schools has approval of a proposed superintendent employment contract/contract amendment on its agenda for the board meeting to be held on **Monday, February 13th, 2023 at 7:00 pm** at Palmyra High School in the Media Center Room in Palmyra, Nebraska.

Enter Years Remaining on Contract Here: 2
--

After the 2022/23 school year, how many years remain on the contract:  
 (Column F must be completed if additional years remain on contract.)

The estimated costs to the district for the 2023/24 year and future years are listed below:

	2022/23 Base Pay, Additional Compensation & Benefits	2023-2024 Base Pay, Additional Compensation & Benefits per Contract	TOTAL CONTRACT COST
<b>Base Pay for the Total FTE</b>	\$ 144,500.00	\$ 148,500.00	\$ 293,000.00
<b>Compensation for activities outside of the regular salary:</b>			
• Extended contracts / Activities outside of regular salary			\$ -
• Bonus/Incentive/Performance Pay			\$ -
• Stipends			\$ -
• All other costs not mentioned above			\$ -
<b>Benefits and Payroll Costs Paid by district:</b>			
• Insurances (Health, Dental, Life, Long Term Disability)	\$ 26,432.68	\$ 28,151.24	\$ 54,583.92
• Cafeteria Plan Stipend			\$ -
• Cash in lieu of insurance			\$ -
• Employee's share of retirement, deferred compensation, FICA and Medicare <b>if paid by the district</b>			\$ -
• District's share of retirement, FICA and Medicare	\$ 25,330.85	\$ 28,137.30	\$ 53,468.15
• IRS value of housing allowance			\$ -
• IRS value of vehicle allowance			\$ -
• Additional leave days			\$ -
• Annuities			\$ -
• Service credit purchase			\$ -
• Association / Membership dues	\$ 1,000.00	\$ 1,500.00	\$ 2,500.00
• Cell Phone/Internet reimbursement			\$ -
• Relocation reimbursement			\$ -
• Travel allowance/reimbursement			\$ -
• Mileage Allowance			\$ -
• Educational tuition assistance			\$ -
• All other benefit costs not mentioned above			\$ -
<b>Totals:</b>	<b>\$ 197,263.53</b>	<b>\$ 206,288.54</b>	<b>\$ 403,552.07</b>

**AMENDMENT TO CONTRACT OF EMPLOYMENT  
SUPERINTENDENT OF SCHOOLS**

This Amendment is made by and between the Board of Education of Palmyra District OR-1, legally known as Otoe County School District 66-0501, referred to herein as the “Board” and the “District” respectively, and Michael Hart, referred to herein as the “Superintendent.”

The parties entered into a Superintendent’s Contract of Employment (“Contract”) on March 14, 2022, for a period of 2 years beginning on July 1, 2022, and expiring on June 30, 2024. The parties now desire to change the term of the contract to extend an additional contract year and change the Superintendent’s annual compensation. As a result, the parties agree to amend the contract as follows:

Section 1 of the contract is amended to change the Term of Contract to expire on 30<sup>th</sup> day of June, 2025.

Section 3 of the contract is amended to change annual salary to One Hundred Forty-Eight Thousand Five Hundred Dollars (\$148,500).

All other terms and conditions of the Superintendent Contract of Employment shall remain in full force and effect.

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

\_\_\_\_\_  
Michael Hart, Superintendent

Dated February 13, 2023.

Dated February 13, 2023.

# NASB BOARD QUICKS

A MONTHLY E-UPDATE OF KEY DATES FROM THE NEBRASKA ASSOCIATION OF SCHOOL BOARDS



1,960,000 Nebraskans 324,000 Students 1,700 Locally Elected School Board Members 260 Member Districts/ESUs ONE NEBRASKA

Join NASB, as we travel the state for various workshops, meetings and events throughout the year. To learn more and register for an NASB event, click on the 'My Membership' link, then navigate to the 'Events' dropdown and select 'Register'.

Events & Networking - <http://members.nasbonline.org/index.php/events>

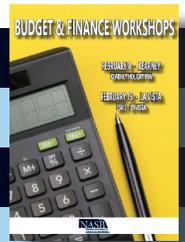


Your Monthly Board Agenda Update Video Links from NASB

<http://members.nasbonline.org/index.php/news-resources/videos>



**NASB Board President Retreat - February 5-6 - Ogallala**  
**New Board Member Workshop - Virtual Webinar - February 8 - 7:00 PM CT**  
**Budget & Finance Workshop - February 8 - Kearney**  
**Budget & Finance Workshop - February 15 - La Vista**



THIS MONTH

**DON'T MISS YOUR CHANCE TO REGISTER!!!**

**Board President Retreat - Ogallala: Register by February 1**

**New Board Member Workshop - Virtual Webinar: Register by February 2 to receive binder before February 8**

If you attended an in-person New Board Member Workshop in December, you are welcome to participate in this live webinar for no fee as a refresher. Email [acarlson@NASBonline.org](mailto:acarlson@NASBonline.org) to get signed up for the webinar if you already attended a workshop.

**Budget & Finance Workshops - Kearney & La Vista**

Register by February 3 for Kearney ... February 10 for La Vista



**NAEP State Convention - March 28-29 - Grand Island**



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Vision

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PAGE 2



NASB Legislative Advocacy Day - April 17 - Lincoln



Leadership Workshop - June 7-8 - Lincoln

NASB Member Golf Outing - June 14 - Kearney Country Club

School Leaders & Law Conference - June 14-15 - Kearney

## YOUR 2023 PLATINUM AFFILIATES

**ALICAP**

**AMERICAN FIDELITY**  
a different opinion

**BCDM**  
architects

**Boyd Jones**

**BVH**  
ARCHITECTURE

**CLARK &  
ENERSEN**

**CMBA**  
ARCHITECTS

**COMMUNITY**  
BUILDING SOLUTIONS

**CROUCH**  
RECREATION

**D|A DAVIDSON**

**filament**  
ESSENTIAL SERVICES

**HAMILTON**

**HAUSMANN**  
construction

NEBRASKA  
LIQUID  
ASSET FUND

**PIPER | SANDLER**

**prm**  
PUBLIC RISK  
MANAGEMENT  
INCORPORATED

RENAISSANCE  
**R**

**Sampson**  
Construction

**SPARQ DATA**  
SOLUTIONS

**WILKINS**  
ARCHITECTURE | DESIGN | PLANNING



Leadership

Innovation

Vision

Engagement

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