

## **Board of Education Regular Meeting**

Monday, November 11, 2024 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. Construction Manager Progress Report
  4. Staff and Student Presentations
  5. Consent Agenda
    - 5.1. Approval of Board Agenda
    - 5.2. Approval of minutes of previous meetings
    - 5.3. Approval of Claims/Payment of Bills and Payroll
    - 5.4. Certificated/Classified Hire(s)/Reassignment(s)/Resignation(s)
    - 5.5. Financial Reports
  6. Public Comment
  7. Administrative Reports
    - 7.1. Superintendent's Report
    - 7.2. Administrative Team Report
      - 7.2.1. District Safety Audit Update
  8. Discussion Items- Committee Reports
    - 8.1. Budget Committee
    - 8.2. Curriculum: Committee on American Civics Update
    - 8.3. Superintendent Evaluation Committee
    - 8.4. Negotiations Committee Update
    - 8.5. Activities Committee
    - 8.6. Strategic Planning Update
  9. Policy Review
    - 9.1. Discussion of Policy #3241 Emergency Response Mapping: Second Reading
    - 9.2. Discussion of 6000 Series (Instruction) and 7000 Series (New Construction) Policies
  10. Action Items
    - 10.1. Presentation, discussion, and or official action to approve Policy # 3241: Emergency Response Mapping
    - 10.2. Presentation, discussion, and or official action to approve the **2023-2024** District Audit
    - 10.3. Presentation, discussion or official action to approve fund changes
    - 10.4. Presentation, discussion or official action to sell or donate school equipment
  11. Board of Education Development
  12. Closed Session
  13. Topics for Next Month's Agenda
  14. Adjournment
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Chairperson

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Superintendent

# NEBRASKA OPEN MEETINGS ACT

**84-1407. Act, how cited.** Sections 84-1407 to 84-1414 shall be known and may be cited as the Open Meetings Act.

**84-1408. Declaration of intent; meetings open to public.** It is hereby declared to be the policy of this state that the formation of public policy is public business and may not be conducted in secret. Every meeting of a public body shall be open to the public in order that citizens may exercise their democratic privilege of attending and speaking at meetings of public bodies, except as otherwise provided by the Constitution of Nebraska, federal statutes, and the Open Meetings Act.

**84-1409. Terms, defined.** For purposes of the Open Meetings Act, unless the context otherwise requires:

(1)(a) Public body means (i) governing bodies of all political subdivisions of the State of Nebraska, (ii) governing bodies of all agencies, created by the Constitution of Nebraska, statute, or otherwise pursuant to law, of the executive department of the State of Nebraska, (iii) all independent boards, commissions, bureaus, committees, councils, subunits, or any other bodies created by the Constitution of Nebraska, statute, or otherwise pursuant to law, (iv) all study or advisory committees of the executive department of the State of Nebraska whether having continuing existence or appointed as special committees with limited existence, (v) advisory committees of the bodies referred to in subdivisions (i), (ii), and (iii) of this subdivision, and (vi) instrumentalities exercising essentially public functions; and

(b) Public body does not include (i) subcommittees of such bodies unless a quorum of the public body attends a subcommittee meeting or unless such subcommittees are holding hearings, making policy, or taking formal action on behalf of their parent body, except that all meetings of any subcommittee established under section 81-15,175 are subject to the Open Meetings Act, (ii) entities conducting judicial proceedings unless a court or other judicial body is exercising rulemaking authority, deliberating, or deciding upon the issuance of administrative orders, and (iii) the Judicial Resources Commission or subcommittees or subgroups of the commission;

(2) Meeting means all regular, special, or called meetings, formal or informal, of any public body for the purposes of briefing, discussion of public business, formation of tentative policy, or the taking of any action of the public body; and

(3) Virtual conferencing means conducting or participating in a meeting electronically or telephonically with interaction among the participants subject to subsection (2) of section 84-1412.

**84-1410. Closed session; when; purpose; reasons listed; procedure; right to challenge; prohibited acts; chance meetings, conventions, or workshops.**

(1) Any public body 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. The subject matter and the reason necessitating the closed session shall be identified in the motion to close. 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, pending litigation, or litigation which is imminent as evidenced by communication of a claim or threat of litigation to or by the public body;

(b) Discussion regarding deployment of security personnel or devices;

(c) Investigative proceedings regarding allegations of criminal misconduct;

(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;

(e) For the Community Trust created under section 81-1801.02, discussion regarding the amounts to be paid to individuals who have suffered from a tragedy of violence or natural disaster; or

(f) For public hospitals, governing board peer review activities, professional review activities, review and discussion of medical staff investigations or disciplinary actions, and any strategy session concerning transactional negotiations with any referral source that is required by federal law to be conducted at arms length.

Nothing in this section shall permit a closed meeting for discussion of the appointment or election of a new member to any public body.

(2) The vote to hold a closed session shall be taken in open session. 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 public body holding such a closed session 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. For purposes of this section, formal action shall mean a collective decision or a collective commitment or promise to make a decision on any question, motion, proposal, resolution, order, or ordinance or formation of a position or policy but shall not include negotiating guidance given by members of the public body to legal counsel or other negotiators in closed sessions authorized under subdivision (1)(a) of this section.

(3) Any member of any public body shall have the right to challenge the continuation of a closed session if the member determines that the session has exceeded the reason stated in the original motion to hold a closed session or if the member contends that the closed session is neither clearly necessary for (a) the protection of the public interest or (b) the prevention of needless injury to the reputation of an individual. 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.

(4) Nothing in this section shall be construed to require that any meeting be closed to the public. No person or public body shall fail to invite a portion of its members to a meeting, and no public body shall designate itself a subcommittee of the whole body for the purpose of circumventing the Open Meetings Act. No closed session, informal meeting, chance meeting, social gathering, email, fax, or other electronic communication shall be used for the purpose of circumventing the requirements of the act.

(5) The act does not apply to chance meetings or to attendance at or travel to conventions or workshops of members of a public body at which there is no meeting of the body then intentionally convened, if there is no vote or other action taken regarding any matter over which the public body has supervision, control, jurisdiction, or advisory power.

**84-1411. Meetings of public body; notice; method; contents; when available; right to modify; duties concerning notice; videoconferencing or telephone conferencing authorized; emergency meeting without notice; appearance before public body.**

(1) Until January 1, 2025:

(a) Each public body shall give reasonable advance publicized notice of the time and place of each meeting as provided in this subsection. Such notice shall be transmitted to all members of the public body and to the public.

(b)(i) Except as provided in subdivision (1)(b)(ii) of this section, in the case of a public body described in subdivision (1)(a)(i) of section 84-1409 or such body's advisory committee, such notice shall be published in a newspaper of general circulation within the public body's jurisdiction and, if available, on such newspaper's website.

(ii) In the case of the governing body of a city of the second class or village or such body's advisory committee or the governing body of a rural or suburban fire protection district, such notice shall be published by:

(A) Publication in a newspaper of general circulation within the public body's jurisdiction and, if available, on such newspaper's website; or

(B) Posting written notice in three conspicuous public places in such city, village, or district. Such notice shall be posted in the same three places for each meeting.

(iii) In the case of a public body not described in subdivision (1)(b)(i) or (ii) of this section, such notice shall be given by a method designated by the public body.

(iv) In case of refusal, neglect, or inability of the newspaper to timely publish the notice, the public body shall (A) post such notice on its website, if available, and (B) post such notice in a conspicuous public place in such public body's jurisdiction. The public body shall keep a written record of such posting. The record of such posting shall be evidence that such posting was done as required and shall be sufficient to fulfill the requirement of publication.

(c) In addition to a method of notice required by subdivision (1)(b)(i) or (ii) of this section, such notice may also be provided by any other appropriate method designated by such public body or such advisory committee.

(d) Each public body shall record the methods and dates of such notice in its minutes.

(e) Such notice shall contain an agenda of subjects known at the time of the publicized notice or a statement that the agenda, which shall be kept continually current, shall be readily available for public inspection at the principal office of the public body during normal business hours.

Agenda items shall be sufficiently descriptive to give the public reasonable notice of the matters to be considered at the meeting. Except for items of an emergency nature, the agenda shall not be altered later than (i) twenty-four hours before the scheduled commencement of the meeting or (ii) forty-eight hours before the scheduled commencement of a meeting of a city council or village board scheduled outside the corporate limits of the municipality. The public body shall have the right to modify the agenda to include items of an emergency nature only at such public meeting.

(2) Beginning January 1, 2025:

(a) Each public body shall give reasonable advance publicized notice of the time and place of each meeting as provided in this subsection. Such notice shall be transmitted to all members of the public body and to the public.

(b)(i) Except as provided in subdivision (2)(b)(ii) of this section, in the case of a public body described in subdivision (1)(a)(i) of section 84-1409 or such body's advisory committees, such notice shall be given by:

(A)(I) Publication in a newspaper of general circulation within the public body's jurisdiction that is finalized for printing prior to the time and date of the meeting, (II) posting on such newspaper's website, if available, and (III) posting on a statewide website established and maintained as a repository for such notices by a majority of Nebraska newspapers. Such notice shall be placed in the newspaper and on the websites by the newspaper; or

(B)(I) Posting to the newspaper's website, if available, and (II) posting to a statewide website established and maintained as a repository for such notices by a majority of Nebraska newspapers if no edition of a newspaper of general circulation within the public body's jurisdiction is to be finalized for printing prior to the time and date of the meeting. Such notice shall be placed in the newspaper and on the websites by the newspaper.

(ii) In the case of the governing body of a city of the second class or village, any advisory committee of such governing body, or the governing body of a rural or suburban fire protection district, such notice shall be given by:

(A)(I) Publication in a newspaper of general circulation within the public body's jurisdiction that is finalized for printing prior to the time and date of the meeting, (II) posting on such newspaper's website, if available, and (III) posting on a statewide website established and maintained as a repository for such notices by a majority of Nebraska newspapers. Such notice shall be placed in the newspaper and on the websites by the newspaper;

(B)(I) Posting to the newspaper's website, if available, and (II) posting on a statewide website established and maintained as a repository for such notices by a majority of Nebraska newspapers if no edition of a newspaper of general circulation within the public body's jurisdiction is to be finalized for printing prior to the time and date of the meeting. Such notice shall be placed in the newspaper and on the websites by the newspaper; or

(C)(II) Posting written notice in three conspicuous public places in such city, village, or district. Such notice shall be posted by the public body in the same three places for each meeting.

(iii) In the case of a public body not described in subdivision (2)(b)(i) or (ii) of this section, such notice shall be given by a method designated by the public body.

(iv) In case of refusal, neglect, or inability of the newspaper to publish the notice, the public body shall (A) post such notice on its website, if available, (B) submit a post on a statewide website established and maintained as a repository for such notices by a majority of Nebraska newspapers, and (C) post such notice in a conspicuous public place in such public body's jurisdiction. The public body shall keep a written record of such posting. The record of such posting shall be evidence that such posting was done as required and shall be sufficient to fulfill the requirement of publication.

(3)(a) The following entities may hold a meeting by means of virtual conferencing if the requirements of subdivision (3)(b) of this section are met:

(i) A state agency, state board, state commission, state council, or state committee, or an advisory committee of any such state entity;

(ii) An organization, including the governing body, created under the Interlocal Cooperation Act, the Joint Public Agency Act, or the Municipal Cooperative Financing Act;

(iii) The governing body of a public power district having a chartered territory of more than one county in this state;

(iv) The governing body of a public power and irrigation district having a chartered territory of more than one county in this state;

(v) An educational service unit;

- (vi) The Educational Service Unit Coordinating Council;
- (vii) An organization, including the governing body, of a risk management pool or its advisory committees organized in accordance with the Intergovernmental Risk Management Act;
- (viii) A community college board of governors;
- (ix) The Nebraska Brand Committee;
- (x) A local public health department;
- (xi) A metropolitan utilities district;
- (xii) A regional metropolitan transit authority; and
- (xiii) A natural resources district.

(b) The requirements for holding a meeting by means of virtual conferencing are as follows:

(i) Reasonable advance publicized notice is given as provided in subsections (1) and (2) of this section, including providing access to a dial-in number or link to the virtual conference;

(ii) In addition to the public's right to participate by virtual conferencing, reasonable arrangements are made to accommodate the public's right to attend at a physical site and participate as provided in section 84-1412, including reasonable seating, in at least one designated site in a building open to the public and identified in the notice, with: At least one member of the entity holding such meeting, or his or her designee, present at each site; a recording of the hearing by audio or visual recording devices; and a reasonable opportunity for input, such as public comment or questions, is provided to at least the same extent as would be provided if virtual conferencing was not used;

(iii) At least one copy of all documents being considered at the meeting is available at any physical site open to the public where individuals may attend the virtual conference. The public body shall also provide links to an electronic copy of the agenda, all documents being considered at the meeting, and the current version of the Open Meetings Act; and

(iv) Except as otherwise provided in this subdivision or subsection (4) of section 79-2204, no more than one-half of the meetings of the state entities, advisory committees, boards, councils, organizations, or governing bodies are held by virtual conferencing in a calendar year. In the case of (A) an organization created under the Interlocal Cooperation Act that sells electricity or natural gas, (B) an organization created under the Municipal Cooperative Financing Act, (C) a governing body of a risk management pool and any advisory committee of such governing body, or (D) any advisory committee of any state entity created in response to the Opioid Prevention and Treatment Act, such the organization, governing body, or committee may hold more than one-half of its meetings by virtual conferencing if such organization holds at least one meeting each calendar year that is not by virtual conferencing.

(4) Virtual conferencing, emails, faxes, or other electronic communication shall not be used to circumvent any of the public government purposes established in the Open Meetings Act.

(5) The secretary or other designee of each public body shall maintain a list of the news media requesting notification of meetings and shall make reasonable efforts to provide advance notification to them of the time and place of each meeting and the subjects to be discussed at that meeting.

(6) When it is necessary to hold an emergency meeting without reasonable advance public notice, the nature of the emergency shall be stated in the minutes and any formal action taken in such meeting shall pertain only to the emergency. Such emergency meetings may be held by virtual conferencing. The provisions of subsection (5) of this section shall be complied with in conducting emergency meetings. Complete minutes of such emergency meetings specifying the nature of the emergency and any formal action taken at the meeting shall be made available to the public by no later than the end of the next regular business day.

(7) A public body may allow a member of the public or any other witness to appear before the public body by means of virtual conferencing.

(8)(a) Notwithstanding subsections (3) and (6) of this section, if an emergency is declared by the Governor pursuant to the Emergency Management Act as defined in section 81-829.39, a public body the territorial jurisdiction of which is included in the emergency declaration, in whole or in part, may hold a meeting by virtual conferencing during such emergency if the public body gives reasonable advance publicized notice as described in subsections (1) and (2) of this section. The notice shall include information regarding access for the public and news media. In addition to any formal action taken pertaining to the emergency, the public body may hold such meeting for the purpose of briefing, discussion of public business, formation of tentative policy, or the taking of any action by the public body.

(b) The public body shall provide access by providing a dial-in number or a link to the virtual conference. The public body shall also provide links to an electronic copy of the agenda, all documents being considered at the meeting, and the current version of the Open Meetings Act. Reasonable arrangements shall be made to accommodate the public's right to hear and speak at the meeting and record the meeting. Subsection (5) of this section shall be complied with in conducting such meetings.

(c) The nature of the emergency shall be stated in the minutes. Complete minutes of such meeting specifying the nature of the emergency and any formal action taken at the meeting shall be made available for inspection as provided in subsection (5) of section 84-1413.

(9) In addition to any other statutory authorization for virtual conferencing, any public body not listed in subdivision (3)(a) of this section may hold a meeting by virtual conferencing if:

(a) The purpose of the virtual meeting is to discuss items that are scheduled to be discussed or acted upon at a subsequent non-virtual open meeting of the public body;

(b) No action is taken by the public body at the virtual meeting; and

(c) The public body complies with subdivisions (3)(b)(i) and (ii) of this section.

#### 84-1412. Meetings of public body; rights of public; public body; powers and duties.

(1) Subject to the Open Meetings Act, the public has the right to attend and the right to speak at meetings of public bodies, and all or any part of a meeting of a public body, except for closed sessions called pursuant to section 84-1410, may be videotaped, televised, photographed, broadcast, or recorded by any person in attendance by means of a tape recorder, a camera, video equipment, or any other means of pictorial or sonic reproduction or in writing.

(2) It shall not be a violation of subsection (1) of this section for any public body to make and enforce reasonable rules and regulations regarding the conduct of persons attending, speaking at, videotaping, televising, photographing, broadcasting, or recording its meetings, including meetings held by virtual conferencing. A body may not be required to allow citizens to speak at each meeting, but it may not forbid public participation at all meetings.

(3) No public body shall require members of the public to identify themselves as a condition for admission to the meeting nor shall such body require that the name of any member of the public be placed on the agenda prior to such meeting in order to speak about items on the agenda. The body shall require any member of the public desiring to address the body to identify himself or herself, including an address and the name of any organization represented by such person unless

the address requirement is waived to protect the security of the individual.

(4) No public body shall, for the purpose of circumventing the Open Meetings Act, hold a meeting in a place known by the body to be too small to accommodate the anticipated audience.

(5) No public body shall be deemed in violation of this section if it holds its meeting in its traditional meeting place which is located in this state.

(6) No public body shall be deemed in violation of this section if it holds a meeting outside of this state if, but only if:

(a) A member entity of the public body is located outside of this state and the meeting is in that member's jurisdiction;

(b) All out-of-state locations identified in the notice are located within public buildings used by members of the entity or at a place which will accommodate the anticipated audience;

(c) Reasonable arrangements are made to accommodate the public's right to attend, hear, and speak at the meeting, including making virtual conferencing available at an in-state location to members, the public, or the press, if requested twenty-four hours in advance;

(d) No more than twenty-five percent of the public body's meetings in a calendar year are held out-of-state;

(e) Out-of-state meetings are not used to circumvent any of the public government purposes established in the Open Meetings Act; and

(f) The public body publishes notice of the out-of-state meeting at least twenty-one days before the date of the meeting in a legal newspaper of statewide circulation.

(7) Each public body shall, upon request, make a reasonable effort to accommodate the public's right to hear the discussion and testimony presented at a meeting.

(8) Public bodies shall make available at the meeting or the in-state location for virtual conferencing as required by subdivision (6)(c) of this section, 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, either in paper or electronic form. Public bodies shall make available at least one current copy of the Open Meetings Act posted in the meeting room at a location accessible to members of the public. At the beginning of the meeting, the public shall be informed about the location of the posted information.

#### 84-1413. Meetings; minutes; roll call vote; secret ballot; when.

(1) Each public body shall keep minutes of all meetings showing the time, place, members present and absent, and the substance of all matters discussed.

(2) Any action taken on any question or motion duly moved and seconded shall be by roll call vote of the public body 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 shall be satisfied by a public body which utilizes an electronic voting device which allows the yeas and nays of each member of such public body to be readily seen by the public.

(3) The vote to elect leadership within a public body may be taken by secret ballot, but the total number of votes for each candidate shall be recorded in the minutes.

(4) The minutes of all meetings and evidence and documentation received or disclosed in open session shall be public records and open to public inspection during normal business hours.

(5) Minutes shall be written or kept as an electronic record and shall be available for inspection within ten working days or prior to the next convened meeting, whichever occurs earlier, except that cities of the second class and villages may have an additional ten working days if the employee responsible for writing or keeping the minutes is absent due to a serious illness or emergency.

(6) Beginning July 31, 2022, the governing body of a natural resources district, the city council of a city of the metropolitan class, the city council of a city of the primary class, the city council of a city of the first class, the county board of a county with a population greater than twenty-five thousand inhabitants, and the school board of a school district shall make available on such entity's public website the agenda and minutes of any meeting of the governing body. The agenda shall be placed on the website at least twenty-four hours before the meeting of the governing body. Minutes shall be placed on the website at such time as the minutes are available for inspection as provided in subsection (5) of this section. This information shall be available on the public website for at least six months.

#### 84-1414. Unlawful action by public body; declared void or voidable by district court; when; duty to enforce open meeting laws; citizen's suit; procedure; violations; penalties.

(1) Any motion, resolution, rule, regulation, ordinance, or formal action of a public body made or taken in violation of the Open Meetings Act shall be declared void by the district court if the suit is commenced within one hundred twenty days of the meeting of the public body at which the alleged violation occurred. Any motion, resolution, rule, regulation, ordinance, or formal action of a public body made or taken in substantial violation of the Open Meetings Act shall be voidable by the district court if the suit is commenced more than one hundred twenty days after but within one year of the meeting of the public body in which the alleged violation occurred. A suit to void any final action shall be commenced within one year of the action.

(2) The Attorney General and the county attorney of the county in which the public body ordinarily meets shall enforce the Open Meetings Act.

(3) Any citizen of this state may commence a suit in the district court of the county in which the public body ordinarily meets or in which the plaintiff resides for the purpose of requiring compliance with or preventing violations of the Open Meetings Act, for the purpose of declaring an action of a public body void, or for the purpose of determining the applicability of the act to discussions or decisions of the public body. It shall not be a defense that the citizen attended the meeting and failed to object at such time. The court may order payment of reasonable attorney's fees and court costs to a successful plaintiff in a suit brought under this section.

(4) Any member of a public body who knowingly violates or conspires to violate or who attends or remains at a meeting knowing that the public body is in violation of any provision of the Open Meetings Act shall be guilty of a Class IV misdemeanor for a first offense and a Class III misdemeanor for a second or subsequent offense.

**Operative**  
4/17/24



**Nebraska Council**  
of School Administrators

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# Run Nebraska Like a Business



John Spatz - Executive Director  
Nebraska Association of School Boards

# Education Workforce

- Average years of teaching experience in Nebraska
  - 2018/19 – 14.01
  - 2022/23 – 13.86
- Average Teaching Salary
  - 2018/19 - \$54,601
  - 2022/23 - \$58,923
  - 7.9% increase
  - Inflation since 2018 = 14.16%
    - \$100 in 2018 is worth \$85.84 now



# Education Workforce

- NDE Teacher Vacancy Survey Report Summary 2023/24
- 908 School Positions Unfilled
  - 20% in districts with less than 500 students
  - 57% - No applicants
  - 17% - No fully qualified applicants
  - Special Education – 23%
  - Elementary ed – 12%
  - Career Ed – 8%
  - Language Arts – 8%
  - Math – 7%
  - Speech – 6%
  - Science – 5%



# Trend Analysis Unfilled Positions

- 2023/24 – 908
- 2022/23 – 768
- 2021/22 – 482
- 2019/20 – 118
- 2013/14 – 74

**HELP  
WANTED**

***From 2022/23 to 23/24  
18.2% increase***

# Student Demographics

- English Learners
  - 2018/19 – 7.16%
  - 2022/23 – 8.37% (16.8%)
- Free and Reduced Lunch
  - 2018/19 – 45.21%
  - 2022/23 – 49.69% (10%)
  - Poverty = \$31,200 F4
  - 130% free = \$40,560
  - 185% reduced = \$57,720
  - Ave. teacher salary = \$58,923



# Student Demographics

- Attendance
  - 2018/19 – 94.48%
  - 2022/23 – 92.5%
- Dropout Rate
  - 2018/19 – 1.17%
  - 2022/23 – 1.4% (19%)
- Special Education
  - 2018/19 – 15.48%
  - 2022/23 – 16.45% (2.1%)



# Student Demographics

- College Going Rate
  - 2018/19 – 75.67%
  - 2022/23 – 72.58%
  
- Student population – changes
  - 2018/19 – public = 325,987; non-public = 37,857; total = 364,021
  - 2022/23 – public = 328,721, non-public = 36,656, total = 365,875
  - **Only a .5% increase**
  
  - 2023/24 - total 365,467

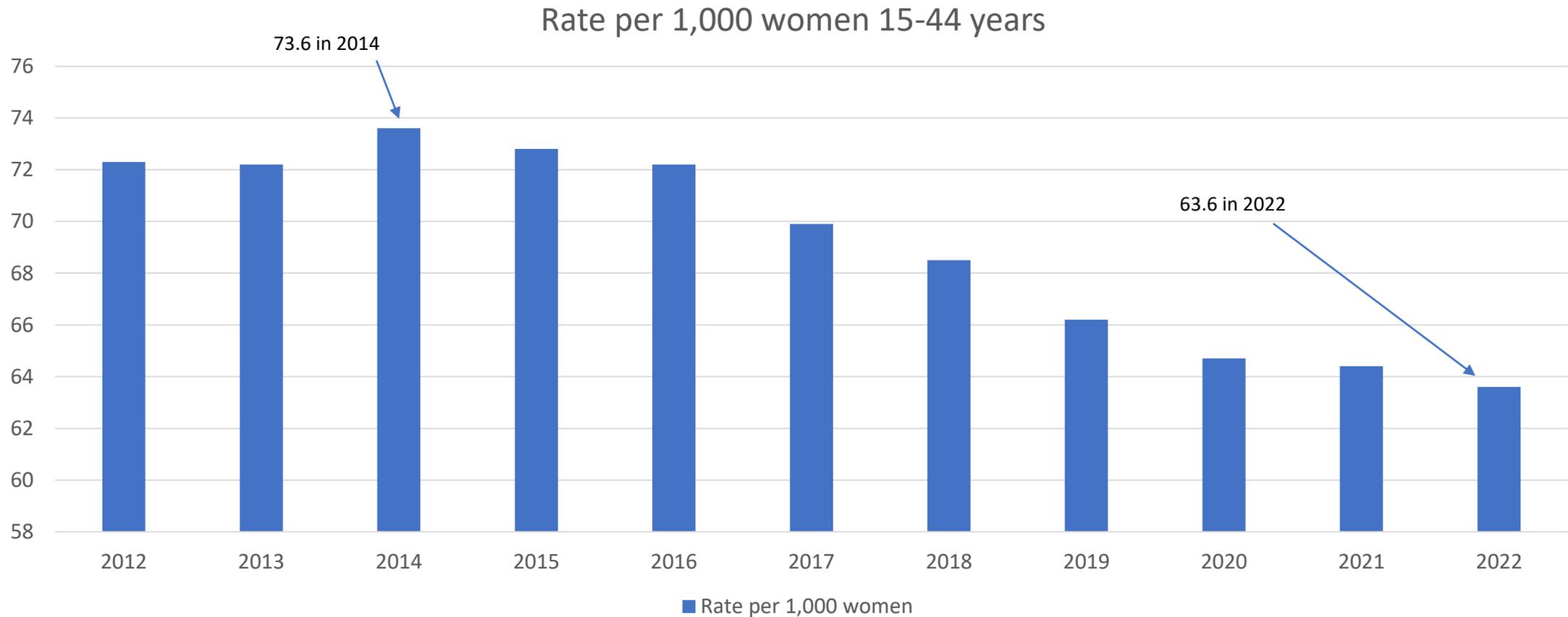


# Student Demographics

- 2023-24 school year
  - Seniors in Nebraska = 27,460
  - Kindergarteners = 25,278
  - PK = 22,261



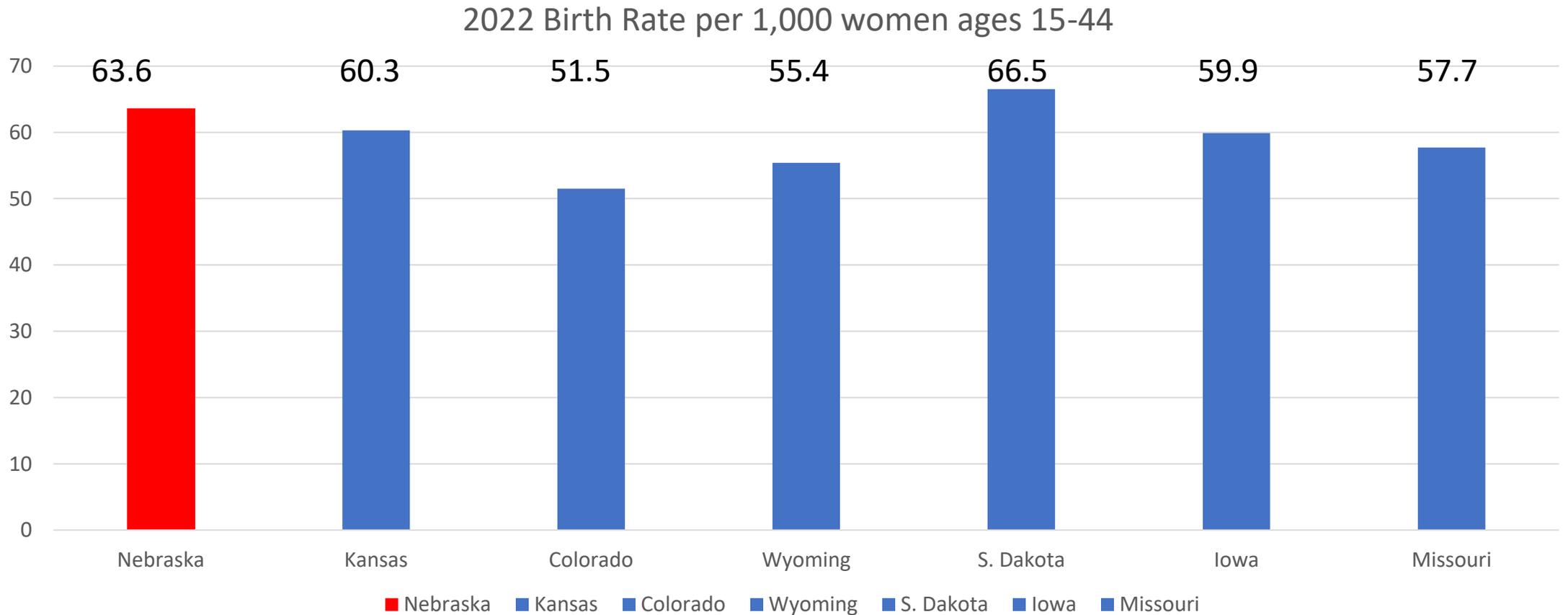
# Student Demographics – Birth Rates in Neb.



Source – March of Dimes

# Neb. Compared to surrounding states in 2022

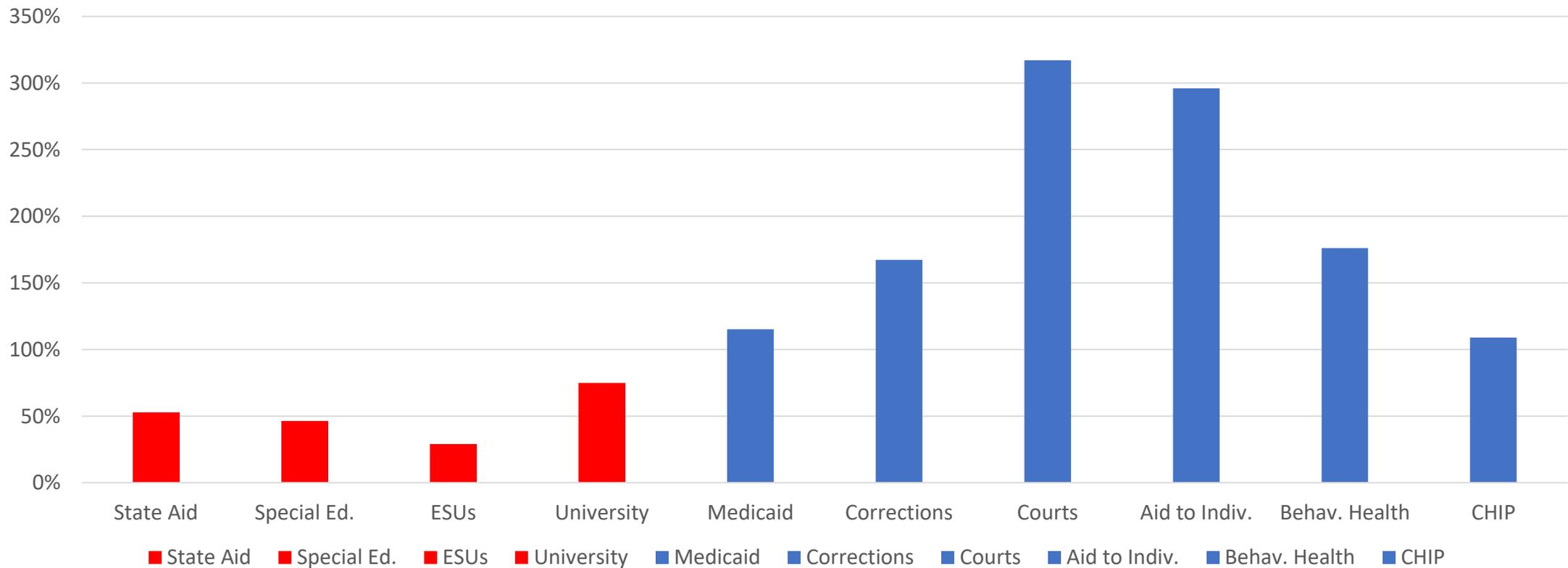
U.S. rate = 56



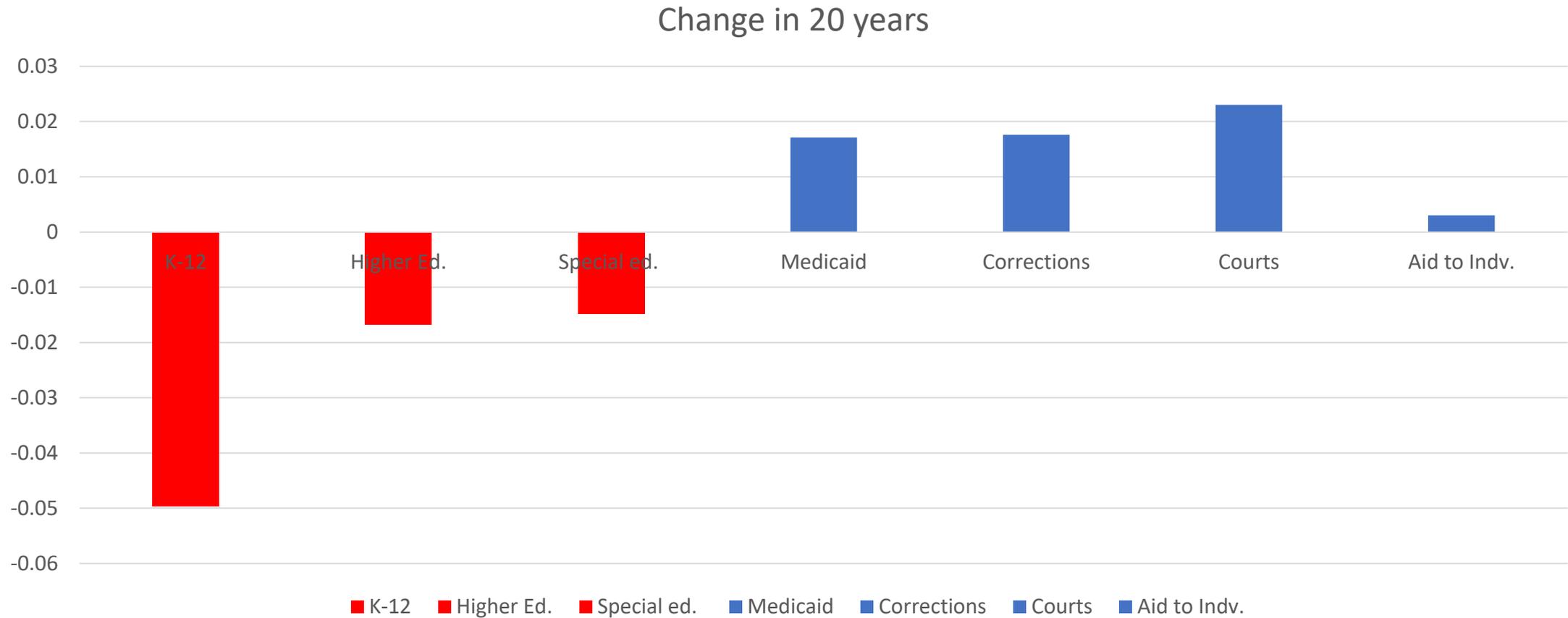
Source – March of Dimes

# 20 Year Growth 2004 - 2024

20 Year Growth in State Programs



# 20 year change in % of the budget 2004 to 2024



# State vs. School Spending

- Average Growth Per year between 2009-10 and 2022-23
- State Budget = 3.14% Average Growth Per Year
- Total School “Disbursements” = 3.06% Average Growth Per Year
  
- Total School Disbursements:
  - 2009/10 = \$3,076,759,528.62
  - 2022/23 = \$4,691,567,035
  
- Total State Budget:
  - 2009/10 = \$3,325,296,704
  - 2022/23 = \$5,125,672,253

# K-12 General Fund Spending as a share of Total General Fund Expenditures 2024/25

- Nebraska – 22%
- Missouri – 29%
- S. Dakota – 30%
- Colorado – 31%
- Wyoming – 41%
- Iowa – 45%
- Kansas – 47%
- Source: ECS

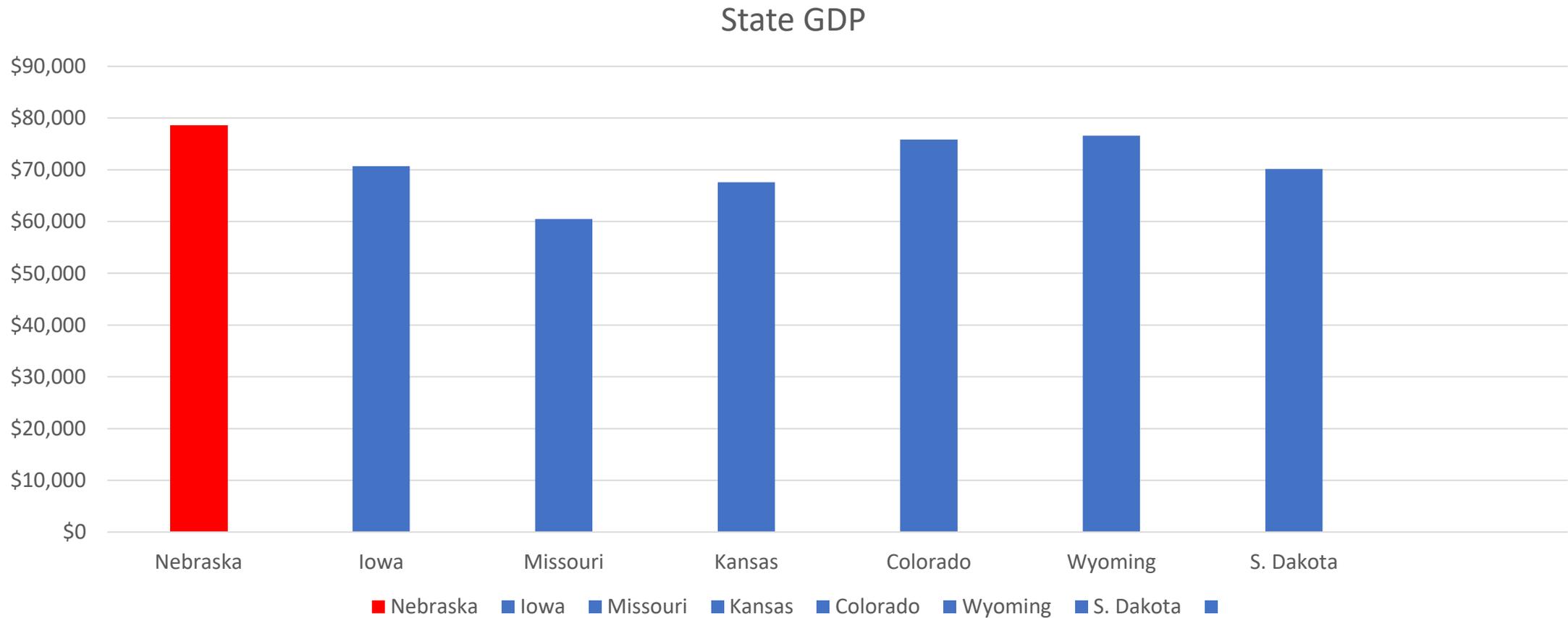


# Average Annual K-12 General Fund Spending Growth. 2011/12 to 2023/24

- Nebraska – 2.3%
- Wyoming – 2.4%
- Iowa – 3.7%
- Missouri – 3.9%
- Colorado – 5.4%
- Kansas – 5.8%
- S. Dakota – 8.4%



# State GDP per Person



# State GDP per Person Rankings

**Nebraska Ranks #9 in the nation and larger than any surrounding state.**

- 1) New York
- 2) Massachusetts
- 3) Washington
- 4) California
- 5) N. Dakota
- 6) Connecticut
- 7) Delaware
- 8) Alaska



# How does Nebraska compare?

- ACT Scores – **3<sup>rd</sup> highest** amongst states that had 90% take the test.
- NAEP 2022
  - 4<sup>th</sup> grade - Math “Significantly above the national average”. Reading – “Higher than national average”
  - 8<sup>th</sup> Grade – Math “Significantly above the national average”. Reading “Significantly above the national average”.



# Nebraska ... How are WE Doing?

U.S. News 2024  
Nebraska ranks #7 in Education

WalletHub  
Nebraska ranks #7 in public education

Overall  
Rank #4 in the Nation

Challenge – What are KPIs? – Key  
Performance Indicators

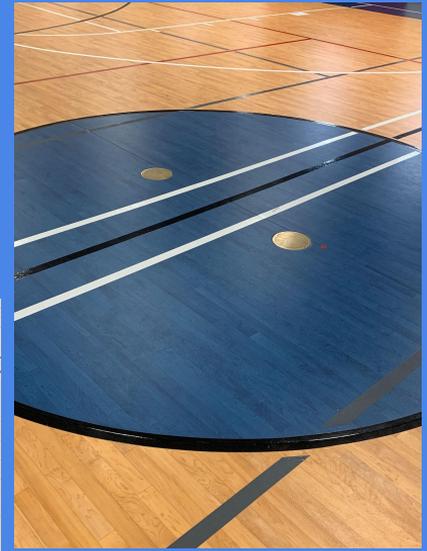


# Life in the (new) gym!



Mr. Wemhoff

# New Additions



- K-8 currently have practice times in Bennet
- Allows HS to stay in Palmyra
- Earlier practices
- Wrestling-Palmyra

- JH sports
- Youth sports
- Large group projects

# Elementary PE!

## Work Hard - Have Fun

- Gross Motor Skills - Running, Jumping, Skipping, Hopping, Galloping
- Spatial Awareness - Running Laps in warm-up, Different Types of Tag
- Fitness Testing - Shuttle Run, Standing Broad Jump, Vertical Jump, Flexed Arm Hang
- Throwing - Catching - Kicking - Striking
- Team Activities (Volleyball, Basketball, Soccer, Hockey, Kickball, Relays)



# Indoor Recess

-All Students are in the gym/multi-purpose area

-No more computer lab

-No more library



# My Office!



Before



After!



# Drop Off Transitions

Bus Lane >

< Parent Lane



# BOARD OF EDUCATION UPDATE

## SUMMARY OF OCTOBER 14, 2024 MEETING

- Approved pay application from BIC Construction and invoices related to services completed to date on school facility projects.
- First reading of new policy 3241 for emergency response mapping with final reading on November 11, 2024.
- Appointed voting delegate for Nebraska Association of School Board's delegate assembly.
- Approved option enrollment appendix per policy 5006.
- Approved recommendation to add baseball as a school sport beginning in the 2025-2026 school year and add softball as a school sport, pending viable participation numbers (through continued student surveys), beginning in the 2027-2028 school year.
- More information is available at <HTTPS://MEETING.SPARQDATA.COM/PUBLIC/ORGANIZATION/174>

## **Board of Education Regular Meeting**

Monday, October 14, 2024 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 6:58 PM.

Dean Busch: Present

Jaimi Calfee: Present

Tim Cheney: Present

Brandon Desh: Present

Dee Moore: Present

Josh Penterman: Absent

This information was posted in the following public formats:

- The Voice News (weekly area newspaper)
- Farmers' Merchants Bank - Palmyra
- Palmyra Post Office
- Palmyra High School
- Bennet Post Office
- Bennet Elementary School
- District OR-1 Website - <https://www.districtor1.org/>

### 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 members and patrons who attended the meeting in the Pledge of Allegiance.

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

- Board President Desh identified the location of the Open Meetings Act Poster on the wall in the meeting room.
  - *The changes are reflected in the currently posted materials: **revised April 2024.***

### 3. Construction Manager Progress Report

- Construction Manager At Risk (CMAR) representatives from BIC provided a progress report on the current building expansion and improvement projects.
  - FYI: The CMAR summary report for **October 14th, 2024** was a verbal report focusing on the final "punch list" items at both buildings relative to the development of the "substantial completion" document for the project.
- The BIC summary from the **September 9th, 2024** board meeting is attached to this agenda item.

### 4. Staff and Student Presentations

The following presentations were given at the meeting:

- Superintendent Hart discussed high school leadership and community engagement examples, including guided tours for the recent Open Houses and patron letters of communication touting examples of student citizenship within the community.
- On behalf of the high school Career Technical Education (CTE) teachers, Mrs. Liz Beach discussed curriculum, activities, and future ideas for the utilization of the new CTE shop areas at the high school.
  - Mrs. Beach also expressed her appreciation (on behalf of all the teachers) for the school board and community support for these programs.
- Mr. Johnson provided information on the current Seniors and Civics board meeting attendance project.
  - More specific information regarding this project is contained in the document attached to this agenda item.
- Mr. Johnson provided an update and summary on the enhancement of "Dual Credit" opportunities for students at the high school.
  - Please see the attached document for more information.

The presentations scheduled for **Monday, November 11th, 2024** are listed below:

- School Spending Review
- Veterans Day Review
- Elementary Presentation

5. Consent Agenda Motion to approve the consent agenda as presented. This motion, made by Tim Cheney and seconded by Jaimi Calfee, Passed.

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

- No further discussion.

#### 5.1. Approval of Board Agenda

#### 5.2. Approval of minutes of previous meetings

5.3. Approval of construction project invoices at Bennet Elementary and Palmyra Junior/Senior High School, including change orders, construction change directives, payment applications from contractors, and reports, information, and other recommendations by the Project Architect and Owner's Representative (CMAR).

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

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

#### 5.6. Financial Reports

#### 6. Public Comment

- No public comment was presented at the meeting.
  - **Special note:** Several high school seniors were in attendance at the meeting as part of a social studies project and the group of students introduced themselves to the board members.

#### 7. Administrative Reports

##### 7.1. Superintendent's Report

Superintendent Hart Discussed information on the following topics:

- **Panther Families:**
  - This is an elementary program designed to increase positive connections between students and different grade levels.
  - Please see the attached document.
- **Statewide General Election:**
  - **The next election is scheduled for Tuesday, November 5th, 2024.**
  - A sample ballot is attached to this agenda item for review.
  - **Local school board candidates on the ballot on November 5th include the following individuals:**
    - **Jaimi Calfee** - Mrs. Calfee is a current board member.
    - **Tim Cheney** - Mr. Cheney is a current board member.
    - **Brandon Desh** - Mr. Desh is a current board member and the current board president.
    - **Vicki Hillman** - Mts. Hillman is currently running for election to the school board.
    - **Jim Tate:** - Mr. Tate is currently running for election to the school board.
    - Good luck to all of our candidates, and we thank them for their commitment and desire to serve our community!
- **Self-Care Stations at Bennet:**
  - Please see the attached picture.
- **Activities Kudos:**
  - Student Council
  - FFA/ FCCLA
  - Cross Country Boys and Girls
  - Volleyball: ECNC Tournament
  - Music Programs
  - Quiz Bowl
  - Football
  - Golf
  - One Act
- **Open House Summary Feedback:**
  - **Bennet: Wednesday, October 2nd, 2024**
  - **PHS: Friday, October 4th, 2024**
  - **Student and Staff Tour Kudos**
  - **Areas of Interest Document:** see attached.
- **NDE School Safety Handout:**

- Please see the attached document.
- **Why Rural Matters: A State-by-State Summary of Schools:**
  - Please see the attached document.
  - Superintendent Hart shared additional information relative to this document at the meeting.
- **Option Enrollment 2025-2026 Appendix:**
  - Superintendent Hart shared additional information relative to this document at the meeting.
  - Please see the attached document.
- **Community Unity Area Update:**
  - Superintendent Hart shared additional information relative to this document at the meeting.
- **School Spending Review:**
  - Representatives from the Nebraska Association of School Boards (NASB) will be in attendance at our Regular Board Meeting on **Monday, November 11th** to discuss school and state spending in more detail.
- **School Finance and School Budgets Update:**
  - Superintendent Hart shared additional information relative to this topic at the meeting.
- **Kempkes Plaque Relocation:**
  - More information is contained in the attached pictures and documents.
- **Education Quest:**
  - Education Quest representatives will be at the high school on **Wednesday, October 16th at 6:00 p.m.** to do a financial aid presentation for seniors/parents.
- **Business Leader Meeting Summary:**
  - This event was held on **Monday, September 30th** at PHS.
  - Please see the attached documents.
  - Superintendent Hart shared additional information relative to this topic at the meeting.
- **Annual Safety Audit Summary:**
  - Our annual safety audit as required by the Nebraska Department of Education occurred on **Monday, October 7, 2024.**
  - Mr. Johnson and Mr. Haag will share some highlights of the audit in the administrative reports at the November 11th regular board meeting.
  - Examples of window coverings at the high school were shown to the board members by Mr. Johnson at the meeting.
- **NDE School Safety Newsletter:**
  - Emergency Response Mapping Grant Opportunity
  - Please see the attached document.
- **Student Enrollment Update:**
  - Superintendent Hart shared additional information relative to this topic at the meeting.
- **Parent-Teacher Conferences:**
  - Feedback from Conferences
  - Mr. Haag shared feedback from the elementary school.
  - Mr. Johnson shared feedback from the elementary school.
- **Staff Spotlights:**
  - Please see the attached documents.
  - Superintendent Hart shared additional information relative to this topic at the meeting.
- **Superintendent Evaluation Timeline:**
  - Listed below is the process for the upcoming superintendent evaluation process.
- **Friday, November 1<sup>st</sup> - Thursday, November 7<sup>th</sup>**
  - Superintendent completes the self-evaluation
- **Monday, November, 11<sup>th</sup>**
  - NASB sends board self-evaluation results
- **Monday, November 11<sup>th</sup> - Wednesday, November 20<sup>th</sup>**
  - Board members complete their evaluations
- **Monday, December, 2<sup>nd</sup>**

- Final Report & Executive Summary will be emailed and mailed to the board president.

## 7.2. Administrative Team Report

### **Highlights of the admin board report are listed below:**

- Graduation has been set for May 10th, 2025 at 2:00 PM
- "Safety Week" was October 7th-11th. Elementary and high school ran through multiple drills including fire, lockdown, shelter, and bus evacuation.
- Staff work day is scheduled for October 17th.
- The first quarter will end on October 11th. Report cards will be going home the week of October 14th.
- October is National Bullying Prevention Month and Red Ribbon Week. District OR 1 takes an active stance against bullying to create a climate that prevents bullying before it begins. Elementary students will participate in an activity with the Purple Hand Pledge which will be reviewed throughout the year. Students will participate in Red Ribbon Week activities to promote positive choices.
- The week of October 7th is Fire Safety Week across the Country. The Bennet Fire and Rescue Department presented an assembly on fire safety to the Elementary students on Wednesday, October 9th.
- Mr. Haag, Mrs. Linke, Mr. Lahmon, Mrs. Vodicka, and Mr. Johnson all attended an MTSS conference in Kearney on September 25-27.
- All teachers are in their rooms minus Mr. Linke. We are awaiting the final touch-ups of that room. Crews continue to hit punch list items.
- The Bluez Festival went very well and was well attended. Special thanks to Mr. Hoeft and Mr. Furrow.
- Homecoming week was a success with student and staff participation in various dress-up days culminating with building pep rallies at both schools. The Kindergarten students participated in a commemorative coin ceremony with the senior class

### **Highlights of the Student Services report are listed below:**

- NSCAS reports were sent home with 4th, 5th, and 6th graders.
- 7th, 8th, and 9th graders will get their report with their report card. This information cannot be shared to the public until after the State releases it in November.
- 5th and 6th grade HAL students went to Gifford Farms in Bellevue for an enrichment opportunity focusing on Science Olympiad. We will be hosting a 5th and 6th grade Quiz Bowl in November.
- A plan for 7th and 8th students is still being finalized for the second semester. They will be participating in a field trip in December.
- The Reading Curriculum (Journeys) will expire at the end of this school year. Committees have been formed and will be meeting at the October Professional Development Day.
- Branching Minds update: This is a program that will more fully integrate student data so that we can begin using the data for interventions in alignment with our MTSS processes.
- Designated staff attended a Multi-Tiered Systems of Support (MTSS) conference in Kearney on September 25-27.

## 8. Discussion Items- Committee Reports

### 8.1. Activities Committee

- Committee members and Superintendent Hart discussed recommendations on the possible addition of extracurricular activities.
- Superintendent Hart shared additional information relative to this document at the meeting.
  - Discussion centered around participation opportunities for all students, the timing of adding or removing activity programs, availability and quality of coaches, overall costs to develop and maintain additional activities and facilities, transportation, facility usage, the pros and cons of collaborating and combining teams between districts, and the impact of club leagues around the area.
  - Further discussion involved player preparation and camps, scheduling, level of competition, Title IX, program philosophy, and long-term viability of activity programs.
- A recommendation from the committee is listed below:
  - *With Board of Education approval, we recommend a proposal to add baseball as a school sport beginning with the 2025-2026 school year.*
  - *In alignment with current Title IX requirements and consultation with district legal counsel, we recommend adding girls' softball as a school sport pending viable student participation numbers (through continued school-based student surveys) beginning with the 2027-2028 school year.*
- Please note: This recommendation is listed as an action item later in tonight's agenda.

### 8.2. Curriculum, Committee on American Civics Update

- The next meeting of this committee is scheduled for **Wednesday, October 30th, 2024 at noon at Palmyra High School.**
  - *Please note that this will be a public meeting as required by NDE and public notice of this meeting has been posted and will be advertised in the Voice News.*

### 8.3. Transportation and Facilities Committee Meeting

- A summary of the meeting that was held on **Wednesday, September 11th, 2024 at 8:30 a.m.** at Palmyra High School in the west conference room was discussed and summarized by Superintendent Hart and committee members.
- The next Transportation and Facilities Committee meeting is scheduled for **Wednesday, October 23rd, beginning at 8:30 a.m.** at PHS in the west conference room.

### 8.4. Strategic Planning Committee

- The Strategic Planning Committee will meet sometime in the spring or during the summer board retreat to discuss looking at enhancing the district Strategic Plan with the assistance of representatives from the Nebraska Association of School Boards (NASB).
  - This revision will be completed at no additional cost to the district as this is a service of the original agreement.
- Please note: I have also attached a Prioritization Summary of our most recent discussions on this topic.

## 8.5. Negotiations Committee

- The Negotiations Committee met last year to finalize the certified Negotiated Agreement for **2024-2025** and **2025-2026**.
  - We are now in Year One of the current two-year contract.
- Negotiations Committee members met on **Monday, October 14th** to discuss the possibility of adjusting some contract language in the **Salary Schedule Advancement** section of the current Negotiated Agreement.
  - The Negotiations Committee will meet again before the next board meeting to further discuss this issue and more information will be shared at the **Monday, November 11th** regular board meeting.
- Superintendent Hart shared additional information relative to this topic at the meeting.

## 9. Policy Review

### 9.1. Discussion of Policy # 3241- Emergency Response Mapping

- Superintendent Hart explained that **Policy # 3241** would be a new policy and tonight would be the first reading of the document.
- The second and final reading will be conducted on **Monday, November 11th**, at the regular board meeting.
- **LB 1329** allows (but does not require) school boards to adopt a policy on emergency response mapping.
  - There are funding opportunities available for schools that adopt such a policy.
- It was recommended that the board consider adding this policy as it would allow our district to apply for grant resources to have emergency maps created.
- These detailed building maps would expedite EMS responses and help facilitate on-site actions in a more proactive, efficient, and accessible manner.
- These digital maps would subsequently be shared with public safety agencies and updated at consistent intervals.
  - *Additional note: If District OR-1 does not receive current grant funding and assistance with this project, the policy may be rescinded.*

## 10. Action Items

10.1. Discuss, consider, and take action to appoint one Board member to serve as our district voting delegate at the Nebraska Association of School Board's Assembly Delegate coming up on **Friday, November 22nd, 2024** at the State Education Conference in Omaha. Motion to appoint Board Member Brandon Desh as Voting Delegate for the 2024 State Education Conference. 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

- Board President Brandon Desh was selected to represent District OR-1 at the Delegate Assembly at the State Education Conference in Omaha in late November.

10.2. Discuss, consider and take action with regard to the **2025–2026** Option Enrollment Appendix Motion to approve the 2025-2026 Option Enrollment Resolution and Appendix as discussed. This motion, made by Dean Busch and seconded by Dee Moore, Passed.

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

- The appendix and policy update was approved as discussed.

10.3. Discuss, consider, and take action regarding future activities at the high school. Motion to accept the recommendation as discussed. This motion, made by Dee Moore and seconded by Tim Cheney, Passed.

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

- Board members approved the following recommendation:
  - With Board of Education approval, we recommend a proposal to add baseball as a school sport beginning with the **2025-2026** school year.
  - In alignment with current Title IX requirements and consultation with district legal counsel, we recommend adding girls' softball as a school sport pending viable student participation numbers (through continued school-based student surveys) beginning with the **2027-2028** school year.

11. Board of Education Development Opportunities

- No further discussion.

12. Closed Session

- No closed session occurred during the meeting.

13. Topics for Next Month's Agenda

- No further discussion.

14. Adjournment

- The meeting was adjourned at **8:29 p.m.**

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Chairperson

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Superintendent

**DISTRICT OR-1  
OPTION ENROLLMENT RESOLUTION  
Updated October 14, 2024**

**WHEREAS**, the School Board is required by law to adopt by resolution policies and specific standards for acceptance or rejection of option enrollment applications by October 15th for the following school year; and,

**WHEREAS**, the School Board has received and reviewed evidence and information submitted by the administration and other sources and made determinations thereon with respect to standards for acceptance or rejection and with respect to the capacity of this school district to accept option enrollment students based upon available staff, available facilities, projected enrollment, and availability of special education programs for the following school year; and,

**WHEREAS**, the School Board has determined that the educational interests of this school district would be best served by adoption of the resolutions, and the policies and specific standards herein contained.

**NOW, THEREFORE, BE IT RESOLVED** that the Option Enrollment Policy presented to the School Board as Policy 5006, and Appendix "1" to such Policy 5006, should be and the same are hereby adopted, and any previous policy or interpretation or application of the option enrollment program which is or has been inconsistent with the Policy 5006, and Appendix "1" to such Policy 5006, are repealed effective on the date of the passage of this resolution,

**BE IT FURTHER RESOLVED** that all paragraphs, subparagraphs, and portions of words of this Resolution, of Policy 5006, and Appendix "1" to such Policy 5006 are severable and that in the event any of the same are determined to be invalid for any reason, such determination shall not affect the validity of any of the remainder of the same.

**BE IT FURTHER RESOLVED** that policies and specific standards for acceptance or rejection of option enrollment applications should be and are hereby adopted, for applications filed after adoption of this resolution, and are hereinafter set forth:

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

Cheney, Dosh, Moore, Busch, Calfee

The following members voted against the same: None

The following members were absent or not voting. Penterman

The Resolution having been consented to and approved by a majority of the members of the School Board, 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 14th day of October, 2024.**

**District OR-1 PUBLIC SCHOOLS**

Attest:

Secretary

By:

President

## District OR-1 Appendix “1” to Option Enrollment Policy

Updated: October 14, 2024

The following is Appendix “1” to Policy #5006 for the 2025-2026 school year. The Board of Education hereby sets forth the maximum number of option students for the current school year in any program, class, grade level or school building or in any special education programs operated by this school district, based upon available staff, facilities, projected enrollment of resident students, projected number of students with which this school district will contract based on existing contractual arrangements, and availability of appropriate special education programs. Any program, class, grade level, or school building which has “0” as the No. of Option Students is hereby declared unavailable to option students due to lack of capacity.

### District OR-1 Option Enrollment Appendix for 2025.2026.

Updated 10.14.2024

PROGRAM / GRADE LEVEL	PROGRAM CAPACITY	PROJECTED ENROLLMENT	NO. OF OPTION STUDENTS
Kindergarten	60	56	4
First	60	50	10
Second	66	50	16
Third	66	54	12
Fourth	66	60	6
Fifth	66	62	4
Building Capacity (K-5) Bennet Elementary	384	332	52
Level I Elementary Special Education (Resource)	35	35	0 - *Program at capacity
Level II and Level III Elementary Special Education (Life Skills, Autism, BD)	5	6	0 - *Program at capacity
Sixth	75	70	5
Seventh	75	61	14
Eighth	75	50	25
Level I Middle School Special Education Program	28	28	0 - *Program at capacity
Level II and Level III Middle School Special Education (Life Skills, Autism, BD, etc.)	3	3	0 - *Program at capacity
Building Capacity, Middle School Attendance Center	225	181	44
Ninth	75	50	25
Tenth	75	50	25
Eleventh	75	50	25
Twelfth	75	45	30
Level I High School Special Education Program	23	23	0 - *Program at capacity
Level II and Level III Middle School Special Education (Life Skills, Autism, BD, Aspire Academy)	5	5	0 - *Program at capacity
Building Capacity, Sr. High School Attendance Center	300	195	105

\* Special education capacity will be determined on a “case-by-case” basis in accordance with state law and the available resources as determined by the District’s Director of Special Education or designee.



Value Focused. Community Minded. Quality Driven.

Michael Hart  
Superintendent  
District OR-1 Public Schools  
425 F Street  
Palmyra, NE 68418

October 07, 2024  
Project No: 0000-112324.01  
Invoice No: 297180

Construction Observation and Testing Services  
Bennet & Palmyra Additions

**Professional Services from September 02, 2024 to September 29, 2024**

**Unit Billing**

Compression Test - Cylinder Inc Mold

9/29/2024		1.0 Test @ 33.00	33.00	
9/29/2024		3.0 Tests @ 33.00	99.00	
	<b>Total Units</b>		<b>132.00</b>	<b>132.00</b>

**Billing Limits**

	<b>Current</b>	<b>Prior</b>	<b>To-Date</b>	
Total Billings	132.00	99,145.38	99,277.38	
Limit			99,940.00	
Remaining			662.62	
		<b>Total this Invoice</b>		<b><u><u>\$132.00</u></u></b>

**Outstanding Invoices**

<b>Number</b>	<b>Date</b>	<b>Balance</b>
294022	9/10/2024	627.00
<b>Total</b>		<b>627.00</b>

Michael Hart  
District OR-1 Public Schools  
PO Box 130  
Palmyra, NE 68418

October 17, 2024  
Project No: 845-004-22  
Invoice No: 26

Project 845-004-22 District OR-1 Additions & Renovations  
7% of Construction Cost

**For professional services rendered for the period August 31, 2024 to September 27, 2024 for the referenced project.**

Phase	01	Basic Services		
<b>Fee Earned:</b>				
Total Fee		1,155,000.00		
Percent Complete	98.0519	Total Earned	1,132,500.00	
		Previous Fee Billing	1,120,000.00	
		Current Fee Billing	12,500.00	
		<b>Total Fee</b>	<b>12,500.00</b>	
<b>Billing Limits</b>		<b>Current</b>	<b>Prior</b>	<b>To-Date</b>
Fees		12,500.00	1,120,000.00	1,132,500.00
Limit				1,155,000.00
Remaining				22,500.00
<b>Total this Phase</b>				<b>\$12,500.00</b>

Phase	60	Furniture Design		
<b>Professional Personnel</b>				
		<b>Hours</b>	<b>Rate</b>	<b>Amount</b>
Hinrichs, Kara		1.75	100.00	175.00
Totals		1.75		175.00
<b>Total Labor</b>				<b>175.00</b>
<b>Billing Limits</b>		<b>Current</b>	<b>Prior</b>	<b>To-Date</b>
Labor		175.00	10,000.00	10,175.00
Limit				10,000.00
<b>Adjustment</b>				<b>-175.00</b>
<b>Total this Phase</b>				<b>0.00</b>

Phase	70	Reimbursable Expenses
-------	----	-----------------------

**Reimbursable Expenses**

Printing		7.30	
Travel		186.93	
	<b>Total Reimbursable Expenses</b>	<b>194.23</b>	<b>194.23</b>

**Total this Phase** **\$194.23**

**Total this Invoice** **\$12,694.23**

*Melanie D. Stover*

Melanie D. Stover  
Director of Business Administration

 TAR

When you provide a check as payment, you authorize us either to use information from your check to make a one-time electronic fund transfer from your account or to process the payment as a check transaction.

CLARK & ENERSEN

# AIA® Document G702® – 1992

## Application and Certificate for Payment

<b>TO OWNER:</b> OR-1 School District 425 F Street Palmyra NE 68418	<b>PROJECT:</b> OR-1 School District (Bennet/Palmyra) 50 Dogwood Bennet, NE 426 F Street Palmyra, NE	<b>APPLICATION NO:</b> 016	<b>Distribution to:</b> OWNER: <input type="checkbox"/>
<b>FROM CONTRACTOR:</b> BIC Construction LLC 245 South 84th Street #316 Lincoln, NE 68510	<b>VIA ARCHITECT:</b> Clark & Enersen 1010 Lincoln Mall #200 Lincoln, NE 68508	<b>PERIOD TO:</b> October 31, 2024	ARCHITECT: <input type="checkbox"/>
		<b>CONTRACT FOR:</b> General Construction	CONTRACTOR: <input type="checkbox"/>
		<b>CONTRACT DATE:</b> December 12, 2022	FIELD: <input type="checkbox"/>
		<b>PROJECT NOS:</b> Clark & Enersen / 2224 / OR-1 School District	OTHER: <input type="checkbox"/>

### CONTRACTOR'S APPLICATION FOR PAYMENT

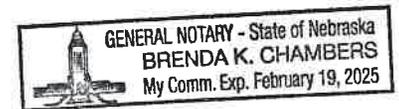
Application is made for payment, as shown below, in connection with the Contract. AIA Document G703®, Continuation Sheet, is attached.

1. ORIGINAL CONTRACT SUM .....	\$17,971,480.00
2. NET CHANGE BY CHANGE ORDERS .....	\$0.00
3. CONTRACT SUM TO DATE (Line 1 ± 2) .....	\$17,971,480.00
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703) .....	\$17,961,752.96
<b>5. RETAINAGE:</b>	
a. 100.00 % of Completed Work (Column D + E on G703)	\$40,000.00
b. 0 % of Stored Material (Column F on G703)	\$0.00
Total Retainage (Lines 5a + 5b or Total in Column I of G703) .....	\$40,000.00
6. TOTAL EARNED LESS RETAINAGE .....	\$17,921,752.96
(Line 4 Less Line 5 Total)	
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT .....	\$17,751,622.95
(Line 6 from prior Certificate)	
8. CURRENT PAYMENT DUE .....	\$170,130.01
9. BALANCE TO FINISH, INCLUDING RETAINAGE .....	\$49,727.04
(Line 3 less Line 6)	

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	\$0.00	\$0.00
Total approved this Month	\$0.00	\$0.00
<b>TOTALS</b>	\$0.00	\$0.00
<b>NET CHANGES by Change Order</b>		\$0.00

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

**CONTRACTOR:**  
By: \_\_\_\_\_ Date: October 28, 2024  
State of: Nebraska  
County of: Lancaster  
Subscribed and sworn to before me this 28<sup>th</sup> day of October 2024  
Notary Public: Brenda K. Chambers  
My Commission expires: 2/19/2025



### ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising this application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

**AMOUNT CERTIFIED** ..... \$170,130.01  
(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

**ARCHITECT:** \_\_\_\_\_ Date: 11/1/2024  
By: \_\_\_\_\_  
This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.



# AIA® Document G703® – 1992

## Continuation Sheet

AIA Document G702®, Application and Certification for Payment, or G732™, Application and Certificate for Payment, Construction Manager as Adviser Edition, containing Contractor's signed certification is attached.  
Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NO:  
APPLICATION DATE:  
PERIOD TO:  
ARCHITECT'S PROJECT NO:

016  
October 31, 2024  
October 31, 2024  
Clark & Enersen

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G TOTAL COMPLETED AND STORED TO DATE (D + E + F)		H BALANCE TO FINISH (C - G)	I RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD		% (G÷C)			
01	Grading	238,565.00	238,565.00	0.00	0.00	238,565.00	100.00%	0.00	0.00
02	Playground Allowance	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00
02a	COR #B-003R	25,248.00	25,248.00	0.00	0.00	25,248.00	100.00%	0.00	0.00
02b	COR #B-11R3	74,752.00	74,752.00	0.00	0.00	74,752.00	100.00%	0.00	0.00
03	Seeding	20,000.00	20,000.00	0.00	0.00	20,000.00	100.00%	0.00	0.00
04	Interior Demo	100,000.00	100,000.00	0.00	0.00	100,000.00	100.00%	0.00	0.00
05	Fencing	32,000.00	32,000.00	0.00	0.00	32,000.00	100.00%	0.00	0.00
06	Paving & Sidewalks	320,000.00	320,000.00	0.00	0.00	320,000.00	100.00%	0.00	0.00
07	Footings	350,000.00	350,000.00	0.00	0.00	350,000.00	100.00%	0.00	0.00
08	Slabs	130,000.00	130,000.00	0.00	0.00	130,000.00	100.00%	0.00	0.00
09	Precast Material	208,000.00	208,000.00	0.00	0.00	208,000.00	100.00%	0.00	0.00
10	Masonry	152,410.00	152,410.00	0.00	0.00	152,410.00	100.00%	0.00	0.00
11	Steel Material	310,300.00	310,300.00	0.00	0.00	310,300.00	100.00%	0.00	0.00
12	Steel/precast Erection	151,500.00	151,500.00	0.00	0.00	151,500.00	100.00%	0.00	0.00
13	Grouting Baseplates/Precast	8,000.00	8,000.00	0.00	0.00	8,000.00	100.00%	0.00	0.00
14	Rough Carpentry	30,000.00	30,000.00	0.00	0.00	30,000.00	100.00%	0.00	0.00
15	Finish Carpentry	45,000.00	45,000.00	0.00	0.00	45,000.00	100.00%	0.00	0.00
16	Millwork/Countertops	55,600.00	55,600.00	0.00	0.00	55,600.00	100.00%	0.00	0.00
17	Waterproofing	22,000.00	22,000.00	0.00	0.00	22,000.00	100.00%	0.00	0.00
18	Air Barrier	22,780.00	22,780.00	0.00	0.00	22,780.00	100.00%	0.00	0.00
19	Expansion Joints	35,000.00	35,000.00	0.00	0.00	35,000.00	100.00%	0.00	0.00
20	Sealants	17,515.00	17,515.00	0.00	0.00	17,515.00	100.00%	0.00	0.00
21	Roofing	314,743.00	314,743.00	0.00	0.00	314,743.00	100.00%	0.00	0.00
22	Metal Panels	26,143.00	26,143.00	0.00	0.00	26,143.00	100.00%	0.00	0.00
23	Doors/Frames/Hardware	188,000.00	188,000.00	0.00	0.00	188,000.00	100.00%	0.00	0.00

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User Notes:

(3B9ADAAB)

A	B	C	D		E	F	G		H	I			
			WORK COMPLETED				MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)			% (G÷C)	BALANCE TO FINISH (C - G)	RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD									
24	Overhead Doors/Shutters	33,543.00	33,543.00	0.00	0.00	33,543.00	100.00%	0.00	0.00				
25	Alum & Glass	174,500.00	174,500.00	0.00	0.00	174,500.00	100.00%	0.00	0.00				
26	Studs & Drywall	401,645.00	401,645.00	0.00	0.00	401,645.00	100.00%	0.00	0.00				
27	ACT	78,835.00	78,835.00	0.00	0.00	78,835.00	100.00%	0.00	0.00				
28	Gym Floor Allowance	2,381.00	0.00	0.00	0.00	0.00	0.00%	2,381.00	0.00				
28a	COR B-025R	185,977.00	185,977.00	0.00	0.00	185,977.00	100.00%	0.00	0.00				
28b	COR B-028	12,695.00	12,695.00	0.00	0.00	12,695.00	100.00%	0.00	0.00				
28c	COR B-035	9,837.00	9,837.00	0.00	0.00	9,837.00	100.00%	0.00	0.00				
28d	COR P-028R	17,110.00	17,110.00	0.00	0.00	17,110.00	100.00%	0.00	0.00				
29	CPT/Resilient	140,000.00	140,000.00	0.00	0.00	140,000.00	100.00%	0.00	0.00				
30	Tile	180,000.00	180,000.00	0.00	0.00	180,000.00	100.00%	0.00	0.00				
31	Paint	67,018.00	67,018.00	0.00	0.00	67,018.00	100.00%	0.00	0.00				
32	Specialties	90,000.00	90,000.00	0.00	0.00	90,000.00	100.00%	0.00	0.00				
33	Bleachers	47,832.00	47,832.00	0.00	0.00	47,832.00	100.00%	0.00	0.00				
34	Window Covering	8,000.00	8,000.00	0.00	0.00	8,000.00	100.00%	0.00	0.00				
35	Food Service	230,525.00	230,525.00	0.00	0.00	230,525.00	100.00%	0.00	0.00				
36	Fire Sprinkler	80,500.00	80,500.00	0.00	0.00	80,500.00	100.00%	0.00	0.00				
37	Utilities	190,000.00	190,000.00	0.00	0.00	190,000.00	100.00%	0.00	0.00				
38	Piping	495,000.00	495,000.00	0.00	0.00	495,000.00	100.00%	0.00	0.00				
39	Pumps/Valves/Equipment	40,000.00	40,000.00	0.00	0.00	40,000.00	100.00%	0.00	0.00				
40	HVAC - Equipment	340,000.00	340,000.00	0.00	0.00	340,000.00	100.00%	0.00	0.00				
41	HVAC - Ductwork	260,000.00	260,000.00	0.00	0.00	260,000.00	100.00%	0.00	0.00				
42	Insulation	55,000.00	55,000.00	0.00	0.00	55,000.00	100.00%	0.00	0.00				
43	Temp Controls	180,000.00	180,000.00	0.00	0.00	180,000.00	100.00%	0.00	0.00				
44	Electric Gear	50,000.00	50,000.00	0.00	0.00	50,000.00	100.00%	0.00	0.00				
45	Electrical Conduit/Wire	274,947.00	274,947.00	0.00	0.00	274,947.00	100.00%	0.00	0.00				
46	Lighting	185,000.00	185,000.00	0.00	0.00	185,000.00	100.00%	0.00	0.00				
47	Fire Alarm	50,000.00	50,000.00	0.00	0.00	50,000.00	100.00%	0.00	0.00				
48	Data/Clock/Intercom	140,000.00	140,000.00	0.00	0.00	140,000.00	100.00%	0.00	0.00				
	PALMYRA	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00				

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G TOTAL COMPLETED AND STORED TO DATE (D + E + F)		H BALANCE TO FINISH (C - G)	I RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD		% (G÷C)			
49	Grading	181,072.00	181,072.00	0.00	0.00	181,072.00	100.00%	0.00	0.00
50	Seeding	15,000.00	15,000.00	0.00	0.00	15,000.00	100.00%	0.00	0.00
51	Interior Demo	65,000.00	65,000.00	0.00	0.00	65,000.00	100.00%	0.00	0.00
52	Fencing	15,000.00	15,000.00	0.00	0.00	15,000.00	100.00%	0.00	0.00
53	Paving & Sidewalks	90,000.00	90,000.00	0.00	0.00	90,000.00	100.00%	0.00	0.00
54	Footings	660,000.00	660,000.00	0.00	0.00	660,000.00	100.00%	0.00	0.00
55	Slabs	320,000.00	320,000.00	0.00	0.00	320,000.00	100.00%	0.00	0.00
56	Precast Material	322,655.00	322,655.00	0.00	0.00	322,655.00	100.00%	0.00	0.00
57	Masonry	311,385.00	311,385.00	0.00	0.00	311,385.00	100.00%	0.00	0.00
58	Steel Material	758,000.00	758,000.00	0.00	0.00	758,000.00	100.00%	0.00	0.00
59	Steel/Precast Erection	353,500.00	353,500.00	0.00	0.00	353,500.00	100.00%	0.00	0.00
60	Grouting Baseplates/Precast	10,450.00	10,450.00	0.00	0.00	10,450.00	100.00%	0.00	0.00
61	Rough Carpentry	59,000.00	59,000.00	0.00	0.00	59,000.00	100.00%	0.00	0.00
62	Finish Carpentry	65,000.00	65,000.00	0.00	0.00	65,000.00	100.00%	0.00	0.00
63	Millwork/Countertops	54,400.00	54,400.00	0.00	0.00	54,400.00	100.00%	0.00	0.00
64	Waterproofing	37,655.00	37,655.00	0.00	0.00	37,655.00	100.00%	0.00	0.00
65	Air Barrier	21,000.00	21,000.00	0.00	0.00	21,000.00	100.00%	0.00	0.00
66	Expansion Joints	36,300.00	36,300.00	0.00	0.00	36,300.00	100.00%	0.00	0.00
67	Sealants	26,000.00	26,000.00	0.00	0.00	26,000.00	100.00%	0.00	0.00
68	Roofing	344,485.00	344,485.00	0.00	0.00	344,485.00	100.00%	0.00	0.00
69	Metal Panels	22,720.00	22,720.00	0.00	0.00	22,720.00	100.00%	0.00	0.00
70	Doors/Frames/Hardware	214,323.00	214,323.00	0.00	0.00	214,323.00	100.00%	0.00	0.00
71	Overhead Doors/Shutters	14,000.00	14,000.00	0.00	0.00	14,000.00	100.00%	0.00	0.00
72	Alum & Glass	308,350.00	308,350.00	0.00	0.00	308,350.00	100.00%	0.00	0.00
73	Studs & Drywall	822,150.00	822,150.00	0.00	0.00	822,150.00	100.00%	0.00	0.00
74	ACT	137,025.00	137,025.00	0.00	0.00	137,025.00	100.00%	0.00	0.00
75	CPT/Resilient	196,500.00	196,500.00	0.00	0.00	196,500.00	100.00%	0.00	0.00
76	Tile	240,000.00	240,000.00	0.00	0.00	240,000.00	100.00%	0.00	0.00
77	Paint	80,000.00	80,000.00	0.00	0.00	80,000.00	100.00%	0.00	0.00
78	Specialties	135,000.00	135,000.00	0.00	0.00	135,000.00	100.00%	0.00	0.00

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User Notes:

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A	B	C	D		E	F	G		H	I
			WORK COMPLETED				TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G÷C)		
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD	MATERIALS PRESENTLY STORED (NOT IN D OR E)					BALANCE TO FINISH (C - G)
79	Gym Equipment	29,467.00	0.00	29,467.00	0.00	29,467.00	100.00%	0.00	0.00	
80	Window Covering	12,222.00	12,222.00	0.00	0.00	12,222.00	100.00%	0.00	0.00	
81	Elevator	138,700.00	138,700.00	0.00	0.00	138,700.00	100.00%	0.00	0.00	
82	Fire Sprinkler	120,000.00	120,000.00	0.00	0.00	120,000.00	100.00%	0.00	0.00	
83	Utilities	140,000.00	140,000.00	0.00	0.00	140,000.00	100.00%	0.00	0.00	
84	Piping	463,511.00	463,511.00	0.00	0.00	463,511.00	100.00%	0.00	0.00	
85	Pumps/Valves/Equipment	75,000.00	75,000.00	0.00	0.00	75,000.00	100.00%	0.00	0.00	
86	HVAC - Equipment	620,000.00	620,000.00	0.00	0.00	620,000.00	100.00%	0.00	0.00	
87	HVAC - Ductwork	510,000.00	510,000.00	0.00	0.00	510,000.00	100.00%	0.00	0.00	
88	Insulation	95,000.00	95,000.00	0.00	0.00	95,000.00	100.00%	0.00	0.00	
89	Temp Controls	210,000.00	210,000.00	0.00	0.00	210,000.00	100.00%	0.00	0.00	
90	Electrical Gear	111,000.00	111,000.00	0.00	0.00	111,000.00	100.00%	0.00	0.00	
91	Electrical Conduit/Wire	501,516.00	501,516.00	0.00	0.00	501,516.00	100.00%	0.00	0.00	
92	Lighting	210,000.00	210,000.00	0.00	0.00	210,000.00	100.00%	0.00	0.00	
93	Fire Alarm	71,000.00	71,000.00	0.00	0.00	71,000.00	100.00%	0.00	0.00	
94	Data/Clock/Intercom	260,000.00	260,000.00	0.00	0.00	260,000.00	100.00%	0.00	0.00	
	GENERAL CONDITIONS	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	
95	General Requirements	329,768.00	329,768.00	0.00	0.00	329,768.00	100.00%	0.00	0.00	
96	Maximum Personal Expense	337,950.00	337,950.00	0.00	0.00	337,950.00	100.00%	0.00	0.00	
97	CM Fee	373,757.00	372,879.95	663.01	0.00	373,542.96	99.94%	214.04	0.00	
98	Deferred Maintenance Allowance	94.00	0.00	0.00	0.00	0.00	0.00%	94.00	0.00	
98a	COR B-0002	13,120.00	13,120.00	0.00	0.00	13,120.00	100.00%	0.00	0.00	
98b	COR B 13R	30,685.00	30,685.00	0.00	0.00	30,685.00	100.00%	0.00	0.00	
98c	COR P-008	5,587.00	5,587.00	0.00	0.00	5,587.00	100.00%	0.00	0.00	
98d	COR B-011R3	33,332.00	33,332.00	0.00	0.00	33,332.00	100.00%	0.00	0.00	
98e	COR B-016R2	14,180.00	14,180.00	0.00	0.00	14,180.00	100.00%	0.00	0.00	
98f	COR P-005R	4,273.00	4,273.00	0.00	0.00	4,273.00	100.00%	0.00	0.00	
98g	COR B-017	1,941.00	1,941.00	0.00	0.00	1,941.00	100.00%	0.00	0.00	

A	B	C	D		E	F	G		H	I
			WORK COMPLETED				TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G÷C)		
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD	MATERIALS PRESENTLY STORED (NOT IN D OR E)					BALANCE TO FINISH (C - G)
98h	COR P-009	8,932.00	8,932.00	0.00	0.00	8,932.00	100.00%	0.00	0.00	
98i	COR B-008R3	15,525.00	15,525.00	0.00	0.00	15,525.00	100.00%	0.00	0.00	
98j	COR P-004R2	8,312.00	8,312.00	0.00	0.00	8,312.00	100.00%	0.00	0.00	
98k	COR P-018R2	4,954.00	4,954.00	0.00	0.00	4,954.00	100.00%	0.00	0.00	
98l	COR P-021	2,958.00	2,958.00	0.00	0.00	2,958.00	100.00%	0.00	0.00	
98m	COR B-032	1,713.00	1,713.00	0.00	0.00	1,713.00	100.00%	0.00	0.00	
98n	COR P-024R	1,536.00	1,536.00	0.00	0.00	1,536.00	100.00%	0.00	0.00	
98o	COR B-037	2,858.00	2,858.00	0.00	0.00	2,858.00	100.00%	0.00	0.00	
99	Contingency	7,038.00	0.00	0.00	0.00	0.00	0.00%	7,038.00	0.00	
99a	COR B-001	2,980.00	2,980.00	0.00	0.00	2,980.00	100.00%	0.00	0.00	
99b	COR B-004	-900.00	-900.00	0.00	0.00	-900.00	100.00%	0.00	0.00	
99c	COR B-007	780.00	780.00	0.00	0.00	780.00	100.00%	0.00	0.00	
99d	COR B-009R	3,625.00	3,625.00	0.00	0.00	3,625.00	100.00%	0.00	0.00	
99e	COR B-010R	260.00	260.00	0.00	0.00	260.00	100.00%	0.00	0.00	
99f	COR B-014	-3,758.00	-3,758.00	0.00	0.00	-3,758.00	100.00%	0.00	0.00	
99g	COR B-015	11,541.00	11,541.00	0.00	0.00	11,541.00	100.00%	0.00	0.00	
99h	COR P-002	896.00	896.00	0.00	0.00	896.00	100.00%	0.00	0.00	
99i	COR P-007	-9,685.00	-9,685.00	0.00	0.00	-9,685.00	100.00%	0.00	0.00	
99j	COR B-018	3,897.00	3,897.00	0.00	0.00	3,897.00	100.00%	0.00	0.00	
99k	COR P-001	14,310.00	14,310.00	0.00	0.00	14,310.00	100.00%	0.00	0.00	
99l	COR-P003R3	26,337.00	26,337.00	0.00	0.00	26,337.00	100.00%	0.00	0.00	
99m	COR P-012R	-1,977.00	-1,977.00	0.00	0.00	-1,977.00	100.00%	0.00	0.00	
99n	COR P-013	4,300.00	4,300.00	0.00	0.00	4,300.00	100.00%	0.00	0.00	
99o	COR B-019	-47,832.00	-47,832.00	0.00	0.00	-47,832.00	100.00%	0.00	0.00	
99p	COR B-022	6,636.00	6,636.00	0.00	0.00	6,636.00	100.00%	0.00	0.00	
99q	COR P-016	1,487.00	1,487.00	0.00	0.00	1,487.00	100.00%	0.00	0.00	
99r	COR P-011	241,233.00	241,233.00	0.00	0.00	241,233.00	100.00%	0.00	0.00	
99s	COR-B-012R	9,660.00	9,660.00	0.00	0.00	9,660.00	100.00%	0.00	0.00	
99t	COR B005	1,912.00	1,912.00	0.00	0.00	1,912.00	100.00%	0.00	0.00	
99u	COR B023	2,275.00	2,275.00	0.00	0.00	2,275.00	100.00%	0.00	0.00	
99v	COR B024	1,770.00	1,770.00	0.00	0.00	1,770.00	100.00%	0.00	0.00	
99w	COR P-017	-426.00	-426.00	0.00	0.00	-426.00	100.00%	0.00	0.00	

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G		H BALANCE TO FINISH (C - G)	I RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD		TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G÷C)		
99x	COR P018R	47,832.00	47,832.00	0.00	0.00	47,832.00	100.00%	0.00	0.00
99y	COR B021R2	4,020.00	4,020.00	0.00	0.00	4,020.00	100.00%	0.00	0.00
99z	COR B029	-592.00	-592.00	0.00	0.00	-592.00	100.00%	0.00	0.00
99aa	COR B0321	3,273.00	3,273.00	0.00	0.00	3,273.00	100.00%	0.00	0.00
99ab	COR P014R2	39,630.00	39,630.00	0.00	0.00	39,630.00	100.00%	0.00	0.00
99ac	COR P023	6,839.00	6,839.00	0.00	0.00	6,839.00	100.00%	0.00	0.00
99ad	COR P025	1,591.00	1,591.00	0.00	0.00	1,591.00	100.00%	0.00	0.00
99ae	COR P-022	12,513.00	12,513.00	0.00	0.00	12,513.00	100.00%	0.00	0.00
99af	COR P-026	1,884.00	1,884.00	0.00	0.00	1,884.00	100.00%	0.00	0.00
99ag	COR P-030	5,369.00	5,369.00	0.00	0.00	5,369.00	100.00%	0.00	0.00
	<b>GRAND TOTAL</b>	<b>\$17,971,480.00</b>	<b>\$17,931,622.95</b>	<b>\$30,130.01</b>	<b>\$0.00</b>	<b>\$17,961,752.96</b>	<b>99.95%</b>	<b>\$9,727.04</b>	<b>\$0.00</b>

PO Number	Invoice Number	Vendor Name	Invoice Date	Amount
Account Number		Detail Description	Cost Center ID	Cost Center Description
Checking Account ID		Fund Number	GENERAL FUND	
	176718	ABC TERMITE & PEST CONTROL	11/11/2024	179.00
01 2610 431 001		HS Upkeep of Building		179.00
	179010	ABC TERMITE & PEST CONTROL	11/11/2024	94.00
01 2610 431 003		Elem Upkeep of Building		94.00
	190940	ABC TERMITE & PEST CONTROL	11/11/2024	80.00
01 2610 431 001		HS Upkeep of Building		80.00
Total	ABC TERMITE & PEST CONTROL			<u>353.00</u>
	37745712	Access Systems Leasing	11/11/2024	2,991.56
01 1100 440 001		HS Copier Lease		1,495.78
01 1100 440 003		Elem Copier Lease		1,495.78
Total	Access Systems Leasing			<u>2,991.56</u>
	INV1665782	Access Systems	11/11/2024	108.99
01 1100 610 001		HS General Supplies		108.99
Total	Access Systems			<u>108.99</u>
HS-0000310	141P-11KQ-LYM9	AMAZON CAPITAL SERVICES	11/11/2024	534.05
01 1100 610 001		A Separate Peace by John Knowles		534.05
	14KX-6PFQ-NX1J	AMAZON CAPITAL SERVICES	11/11/2024	226.35
01 2130 610 000		GENERAL SUPPLIES		226.35
	17-KH-6WND-PDVD	AMAZON CAPITAL SERVICES	11/11/2024	46.14
01 1100 650 001		HS Technology Supplies		23.07
01 1100 650 003		Elem Technology Supplies		23.07
	179J-G164-LFWN	AMAZON CAPITAL SERVICES	11/11/2024	31.78
01 1100 650 003		Elem Technology Supplies		31.78
	179J-G164-NXYQ	AMAZON CAPITAL SERVICES	11/11/2024	75.18
01 1100 650 001		HS Technology Supplies		37.59
01 1100 650 003		Elem Technology Supplies		37.59
	17JK-C7N6-NVJD	AMAZON CAPITAL SERVICES	11/11/2024	386.78
01 3535 610 000		HAL Supplies		386.78
	1DHT-77RN-PNVQ	AMAZON CAPITAL SERVICES	11/11/2024	449.37
01 2610 610 001		HS Custodian Supplies		449.37
	1DKJ-DYMT-LKPP	AMAZON CAPITAL SERVICES	11/11/2024	15.24
01 1100 650 001		HS Technology Supplies		15.24
HS-0000315	1F9P-GT7M-L6F9	AMAZON CAPITAL SERVICES	11/11/2024	29.79
01 2220 640 001		HS Library Books/Periodicals		29.79
	1K4P-L39X-L16T	AMAZON CAPITAL SERVICES	11/11/2024	7.49
01 1100 650 003		Elem Technology Supplies		7.49
	1K4P-L39X-LTL6	AMAZON CAPITAL SERVICES	11/11/2024	26.36
01 1100 650 003		Elem Technology Supplies		26.36
	1K4P-L39X-Q4FY	AMAZON CAPITAL SERVICES	11/11/2024	123.21
01 1100 650 001		HS Technology Supplies		123.21
	1M6L-N14G-KRLW	AMAZON CAPITAL SERVICES	11/11/2024	24.54
01 2610 610 001		HS Custodian Supplies		24.54
HS-0000318	1P3Y-94GF-M1LG	AMAZON CAPITAL SERVICES	11/11/2024	293.34
01 1100 610 001		Calculators		293.34
Elem-00262	1Q76-6DKC-KDKN	AMAZON CAPITAL SERVICES	11/11/2024	393.37

PO Number	Invoice Number	Vendor Name	Invoice Date	Amount
Account Number		Detail Description	Cost Center ID	Cost Center Description
01 2161 610 001		Stability Ball Storage - 67"H x 67"W x 1		393.37
	1QLV-79PQ-MD7W	AMAZON CAPITAL SERVICES	11/11/2024	322.58
01 1100 650 001		HS Technology Supplies		322.58
	1XVV-P7N7-LWHQ	AMAZON CAPITAL SERVICES	11/11/2024	79.43
01 1100 650 001		HS Technology Supplies		<u>79.43</u>
Total	AMAZON CAPITAL SERVICES			3,065.00
	QRT12024 - PHS	BEST	11/11/2024	11,855.10
01 1200 320 001		Sped HS Contracted Service		<u>11,855.10</u>
Total	BEST			11,855.10
	QRT1 2024 MILEAGE BB	Brown, Burke	11/11/2024	253.26
01 1100 333 001		HS Mileage		<u>253.26</u>
Total	Brown, Burke			253.26
	24QRT1 MILEAGE EM	BUDDENBERG, EMILY	11/11/2024	59.63
01 2151 333 003		Sped Speech Elem MILEAGE PAID TO STAFF		59.63
Total	BUDDENBERG, EMILY			<u>59.63</u>
	INV0173035	BYTESPEED, LLC	11/11/2024	699.00
01 2130 610 000		GENERAL SUPPLIES		<u>699.00</u>
Total	BYTESPEED, LLC			699.00
	10242024 DN046	CASEY'S BUSINESS MASTERCARD	11/11/2024	3,081.20
01 2710 626 000		Bus Gas and Oil		2,081.20
01 2650 626 000		Vehicle Gasoline		<u>1,000.00</u>
Total	CASEY'S BUSINESS MASTERCARD			3,081.20
JL7124-2	2024	CONFERENCE MANAGER, SHAPE NE	11/11/2024	175.00
01 1100 330 001		SHAPE NE Conference Registration		175.00
Total	CONFERENCE MANAGER, SHAPE NE			<u>175.00</u>
	666506 01	CORNHUSKER WINNELSON CO	11/11/2024	211.00
01 2610 610 001		HS Custodian Supplies		<u>211.00</u>
Total	CORNHUSKER WINNELSON CO			211.00
	7-13028-00	CRAIG RESOURCES INC	11/11/2024	3,428.75
01 2131 320 002		MS SPED CONTRACED NURSING SERVICES		3,428.75
	7-13028-04	CRAIG RESOURCES INC	11/11/2024	2,885.35
01 2131 320 002		MS SPED CONTRACED NURSING SERVICES		2,885.35
Total	CRAIG RESOURCES INC			<u>6,314.10</u>
	INV0347999	DakTech Inc.	11/11/2024	1,638.00
01 2410 610 003		Elem Principal Supplies		819.00
01 2151 610 003		Sped Speech Elem Supplies		<u>819.00</u>
Total	DakTech Inc.			1,638.00

PO Number	Invoice Number	Vendor Name	Invoice Date	Amount	Cost Center ID	Cost Center Description	Amount
Account Number		Detail Description					
	1450541	DAS State ACCTG-Central Finance	11/11/2024				292.87
01 2224 530 000		Internet Service		292.87			
Total		DAS State ACCTG-Central Finance		292.87			
	21723	DIVERSIFIED DRUG TESTING LLC	10/25/2024				290.00
01 1100 320 001		HS Services/Assessments		290.00			
Total		DIVERSIFIED DRUG TESTING LLC		290.00			
	10928	EDUCATIONAL SERVICE UNIT #4	11/11/2024				60.00
01 1200 330 001		Sped HS Professional Development		30.00			
01 1100 330 003		Elem Professional Development		30.00			
	41790	EDUCATIONAL SERVICE UNIT #4	11/11/2024				2,671.28
01 6408 591 000		EARLY CHILDHOOD - AUDIOLOGY SERVICES		68.89			
01 6408 591 003		PREK PURCHASED AUDIOLOGY SERVICES		68.90			
01 6408 591 000		EARLY CHILDHOOD SERVICE PETERSON		91.67			
01 6408 591 003		PREK PURCHASED SERVICE WALTER		91.66			
01 2151 591 003		ELEM AUDIOLOGY SERVICES ESU/DISTRICT		620.08			
01 2151 591 001		HS AUDIOLOGY SERVICE FRC ESU/DISTRICT		620.08			
01 1200 591 003		BEHAVIOR		1,110.00			
Total		EDUCATIONAL SERVICE UNIT #4		2,731.28			
	3485	EDUCATIONAL SERVICE UNIT #5	11/11/2024				20.00
01 2140 320 001		PROFESSIONAL EDUCATION/ SERVICES		20.00			
Total		EDUCATIONAL SERVICE UNIT #5		20.00			
	21034	EDUCATIONAL SERVICE UNIT #6	11/11/2024				599.78
01 2224 530 000		Internet Service		599.78			
Total		EDUCATIONAL SERVICE UNIT #6		599.78			
	391615	EGAN SUPPLY CO	11/11/2024				3,291.18
01 2610 610 001		HS Custodian Supplies		3,291.18			
	391615A	EGAN SUPPLY CO	11/11/2024				80.67
01 2610 610 001		HS Custodian Supplies		80.67			
	392048	EGAN SUPPLY CO	11/11/2024				1,111.42
01 2610 610 003		Elem Custodian Supplies		1,111.42			
	392601	EGAN SUPPLY CO	11/11/2024				265.54
01 2610 610 001		HS Custodian Supplies		265.54			
Total		EGAN SUPPLY CO		4,748.81			
	434C400013167	FAIRFIELD BY MARRIOTT FAIRFIELD INN & SUITES	11/11/2024				134.95
01 2410 580 001		HS Principal Travel Expenses		134.95			
Total		FAIRFIELD BY MARRIOTT FAIRFIELD INN & SUITES		134.95			
	40885	FIRST CONCORD BENEFITS	11/11/2024				100.00
01 2510 890 000		Superintendent Secretary Misc.		100.00			

PO Number	Invoice Number	Vendor Name	Invoice Date	Amount
Account Number		Detail Description	Cost Center ID	Cost Center Description
Total	FIRST CONCORD BENEFITS	Expenses		<u>100.00</u>
	11062024 - GENERAL	FIRST STATE BANK - VISA CREDIT CARD	11/06/2024	1,145.16
01 3551 610 001		CAREER EDUCATION SUPPLIES		49.97
01 3551 610 001		CAREER EDUCATION SUPPLIES		32.98
01 1100 610 001 2 102		HS INSTRUMENTAL SUPPLIES		105.00
01 1100 610 001 2 102		HS INSTRUMENTAL SUPPLIES		142.00
01 2510 580 000		TRAVEL EXPENSES		23.54
01 1100 810 001		HS DUES AND FEES		149.99
01 2120 810 003		ELEM COUNSELOR DUES AND FEES		180.00
01 2320 580 000		Superintendent Travel		10.50
01 2320 580 000		Superintendent Travel		4.50
01 1100 810 001		HS DUES AND FEES		100.00
01 1100 810 001		HS DUES AND FEES		100.00
01 1100 640 001		HS Textbooks		49.56
01 2650 626 000		Vehicle Gasoline		35.07
01 2650 626 000		Vehicle Gasoline		39.68
01 2650 626 000		Vehicle Gasoline		46.80
01 2650 626 000		Vehicle Gasoline		30.54
01 2710 626 000		Bus Gas and Oil		35.29
01 1100 610 001		HS General Supplies		<u>9.74</u>
Total	FIRST STATE BANK - VISA CREDIT CARD			<u>1,145.16</u>
HS-0000319	3080565	FLINN SCIENTIFIC INC.	11/11/2024	2,184.08
01 1100 610 001		Electronic Balance 6200g x 0.1g		960.00
01 1100 610 001		Lab Equipment set (glassware e		560.00
01 1100 610 001		Lab Equipment drawer set		464.00
01 1100 610 001		SHIPPING		<u>200.08</u>
Total	FLINN SCIENTIFIC INC.			<u>2,184.08</u>
	47284	FORTICALL	11/11/2024	142.04
01 2510 382 001		HS Telephone		71.02
01 2510 382 003		Elem Telephone		<u>71.02</u>
Total	FORTICALL			<u>142.04</u>
	24QRT1 MILEAGE JF	FURROW, JOHN	11/11/2024	241.20
01 1100 333 003		Elem Mileage		<u>241.20</u>
Total	FURROW, JOHN			<u>241.20</u>
TITLE-6-2024	377839	Heggerty	11/11/2024	341.28
01 6200 610 003		Primary Extension Curriculum, SKU 110622		89.00
01 6200 610 003		Kindergarten Curriculum 2022, SKU 110322		89.00
01 6200 610 003		Primary Curriculum 2022, SKU 110422		49.00
01 6200 610 003		Bridge the Gap 2025 Edition, SK 110524		89.00
01 6200 610 003		SHIPPING		25.28
CRICULUM-1-	377987	Heggerty	11/11/2024	1,827.56

PO Number	Invoice Number	Vendor Name	Invoice Date	Amount
Account Number		Detail Description	Cost Center ID	Cost Center Description
2024				
01 1100 640 003		Primary Curriculum 2022		534.00
01 1100 640 003		Kindergarten Curriculum 2022		267.00
01 1100 640 003		ABC Letter Cards		225.00
01 1100 640 003		Consonant Blends & Digraphs Cards		225.00
01 1100 640 003		Primary Extension Curriculum		441.00
01 1100 640 003		SHIPPING		135.56
PREK-12-2024	378453	Heggerty	11/11/2024	384.48
01 1291 610 003		Early Pre-Kindergarten Curriculum 2021,		178.00
01 1291 610 003		Pre-Kindergarten Curriculum 2022, SKU 11		178.00
01 1291 610 003		SHIPPING		<u>28.48</u>
Total	Heggerty			2,553.32
	828322677	HOME DEPOT PRO, THE	11/11/2024	1,109.20
01 2610 610 003		Elem Custodian Supplies		1,109.20
CUSTOD-5-2024	828322685	HOME DEPOT PRO, THE	11/11/2024	628.61
01 2610 610 003		Multifold Towels		476.00
01 2610 610 003		Kitchen Towels		144.66
01 2610 610 003		SHIPPING		7.95
CUSTOD-7-2024	830357117	HOME DEPOT PRO, THE	11/11/2024	74.23
01 2610 610 003		Clean by Peroxy		64.28
01 2610 610 003		SHIPPING		9.95
CUSTOD-8-2024	830588570	HOME DEPOT PRO, THE	11/11/2024	1,322.65
01 2610 610 003		18 Gal Wet/Dry Vacuum Tank		553.05
01 2610 610 003		Shovel Nose D		
01 2610 610 003		20 in. Low Speed Floor Machine with Pad		761.65
01 2610 610 003		SHIPPING		<u>7.95</u>
Total	HOME DEPOT PRO, THE			3,134.69
BM7124-1	366900592	J.W. PEPPER & SON INC.	11/11/2024	163.75
01 1100 610 001 2 103		Winter Concert Music JH & HS		163.75
BM7124-1	366906510	J.W. PEPPER & SON INC.	11/06/2024	46.50
01 1100 610 001 2 103		Winter Concert Music JH & HS		<u>46.50</u>
Total	J.W. PEPPER & SON INC.			210.25
	35014396	JOSTENS, INC	11/11/2024	33.75
01 2900 610 001 2		Commencement		<u>33.75</u>
Total	JOSTENS, INC			33.75
	3910	JUNG ELECTRIC SERVICE	11/11/2024	1,253.92
01 2620 720 001		HS Building Improvements		<u>1,253.92</u>
Total	JUNG ELECTRIC SERVICE			1,253.92
	1540	KROGER IRRIGATION & FENCE, INC	11/11/2024	328.74
01 2630 431 001		CARE & UPKEEP OF FB FIELD		<u>328.74</u>
Total	KROGER IRRIGATION & FENCE, INC			328.74
	INV856679	KURITA AMERICA INC	11/11/2024	462.38
01 2610 431 003		Elem Upkeep of Building		<u>462.38</u>
Total	KURITA AMERICA INC			462.38

PO Number	Invoice Number	Vendor Name	Invoice Date	Amount
Account Number		Detail Description	Cost Center ID	Cost Center Description
MEN-HEAL-1-2024	731970100424	LAKESHORE LEARNING MATERIALS	11/11/2024	3,180.00
01 6998 111 000		Light Table Sensory Bundle		<u>3,180.00</u>
Total		LAKESHORE LEARNING MATERIALS		3,180.00
	102024 SAFETY AUDIT	LANG SAFETY CONSULTING	11/06/2024	550.00
01 2660 340 000		Security Service		<u>550.00</u>
Total		LANG SAFETY CONSULTING		550.00
PREK-H-4-2024	INV214190	LEARNING WITHOUT TEARS	11/11/2024	1,106.16
01 1291 610 003		Curriculum		24.95
01 1291 610 003		Curriculum		820.95
01 1291 610 003		Curriculum		13.50
01 1291 610 003		Curriculum		105.15
01 1291 610 003		Curriculum		37.95
01 1291 610 003		Curriculum		9.95
01 1291 610 003		Curriculum		8.95
01 1291 610 003		SHIPPING		84.76
PTOT-3-2024	INV215622	LEARNING WITHOUT TEARS	11/11/2024	113.25
01 2161 610 003		The Print Tool® Evaluation & Remediation		102.95
01 2161 610 003		SHIPPING		<u>10.30</u>
Total		LEARNING WITHOUT TEARS		1,219.41
	52416966	MATHESON-TRI-GAS INC	11/11/2024	79.91
01 1100 610 001		HS General Supplies		<u>79.91</u>
Total		MATHESON-TRI-GAS INC		79.91
	19907	MATTICE LOCK & SAFE	11/11/2024	21.60
01 2610 610 001		HS Custodian Supplies		<u>21.60</u>
Total		MATTICE LOCK & SAFE		21.60
	24QRT1 MILEAGE BM	McCreight, Beth	11/11/2024	241.20
01 1100 333 001		HS Mileage		<u>241.20</u>
Total		McCreight, Beth		241.20
	41790	MENARDS	11/11/2024	65.44
01 2610 610 001		HS Custodian Supplies		65.44
	41906	MENARDS	11/11/2024	260.24
01 2610 610 001		HS Custodian Supplies		260.24
	42179	MENARDS	11/11/2024	40.21
01 2610 610 001		HS Custodian Supplies		40.21
	42331	MENARDS	11/11/2024	144.99
01 2650 610 000		Vehicle Supplies		144.99
	42637	MENARDS	11/11/2024	203.25
01 2610 610 001		HS Custodian Supplies		203.25
	42878	MENARDS	11/11/2024	149.24
01 1100 610 001		HS General Supplies		149.24
	42954	MENARDS	11/11/2024	57.94
01 2710 610 000		BUS SUPPLIES		57.94
	43005	MENARDS	11/11/2024	53.90
01 1100 610 001		HS General Supplies		53.90

PO Number	Invoice Number	Vendor Name	Invoice Date	Amount	Cost Center ID	Cost Center Description
01 2610 610 001	43044	MENARDS	11/11/2024	164.20		164.20
01 1100 610 001	43304	MENARDS	11/11/2024	15.00		15.00
Total	MENARDS	HS Custodian Supplies HS General Supplies		<u>164.20</u> <u>15.00</u>		1,154.41
01 2730 431 000	INV-624000060	Midwest Bus Repair BUS & VEHICLE SERVICING & MAINTENANCE	11/11/2024	1,560.57		1,560.57
01 2730 431 000	INV-624000069	Midwest Bus Repair BUS & VEHICLE SERVICING & MAINTENANCE	11/11/2024	172.30		172.30
01 2730 431 000	INV-624000070	Midwest Bus Repair BUS & VEHICLE SERVICING & MAINTENANCE	11/11/2024	290.70		290.70
01 2730 431 000	INV-624000071	Midwest Bus Repair BUS & VEHICLE SERVICING & MAINTENANCE	11/11/2024	74.06		74.06
Total	Midwest Bus Repair			<u>2,097.63</u>		
01 2710 520 000	2024/25	NASB ALICAP	11/11/2024			179,445.00
01 2650 520 000	INSURANCE	Bus Insurance		15,000.00		
01 2610 520 001		Vehicle Insurance		5,000.00		
01 2610 520 003		HS Building Insurance		55,000.00		
01 2310 520 000		Elem Building Insurance		55,000.00		
Total	NASB ALICAP	BOE Insurance		<u>49,445.00</u>		179,445.00
01 2510 810 000	2024/25	NASPA - NEBRASKA ASSOCIATION OF SC	11/11/2024			40.00
Total	MEMBERSHIP	PERSONNEL ADMINISTRATORS		<u>40.00</u>		40.00
01 2181 591 001	NASPA - NEBRASKA ASSOCIATION OF	DUES AND FEES		40.00		
	SCHOOL PERSONNEL ADMINISTRATORS					
	O-2198	NCECBVI	11/11/2024			1,026.00
		HS VISUALLY IMPAIRED		1,026.00		
Total	NCECBVI	SERVICES		<u>1,026.00</u>		
PTOT-4-2024	26994692	NCS PEARSON, INC	11/11/2024			652.47
01 2161 610 003		Miller Function and Participation		310.70		
01 2161 610 001		Scales				
01 2161 610 001		Miller Function and Participation		310.70		
01 2161 610 001		Scales				
01 2161 610 003		SHIPPING		15.53		
Total	NCS PEARSON, INC	SHIPPING		<u>15.54</u>		652.47
01 2610 610 003	0425150-IN	NEBRASKA AIR FILTER, INC	11/11/2024			1,792.88
Total	NEBRASKA AIR FILTER, INC	Elem Custodian Supplies		<u>1,792.88</u>		1,792.88
01 2610 621 001	1546 - 10242024	NEBRASKA CITY UTILITIES	11/11/2024			128.22
		HS Utilities		128.22		
	3273 - 10242024	NEBRASKA CITY UTILITIES	11/11/2024			7,886.20

PO Number	Invoice Number	Vendor Name	Invoice Date	Amount	Cost Center Description
Account Number		Detail Description		Amount	Cost Center ID
01 2610 621 003		Elem Utilities		7,886.20	
	3321 - 10242024	NEBRASKA CITY UTILITIES	11/11/2024		10,185.71
01 2610 621 001		HS Utilities		10,185.71	
	39368 - 10242024	NEBRASKA CITY UTILITIES	11/11/2024		30.45
01 2610 621 001		HS Utilities		30.45	
	43577 - 10/2024	NEBRASKA CITY UTILITIES	11/11/2024		39.73
01 2610 621 001		HS Utilities		39.73	
	43679 - 10242024	NEBRASKA CITY UTILITIES	11/11/2024		114.64
01 2610 621 001		HS Utilities		114.64	
	44277 - 10242024	NEBRASKA CITY UTILITIES	11/11/2024		48.00
01 2610 621 001		HS Utilities		48.00	
	44718 - 102024	NEBRASKA CITY UTILITIES	11/11/2024		568.07
01 2610 621 001		HS Utilities		568.07	
	96622 - 10242024	NEBRASKA CITY UTILITIES	11/11/2024		42.99
01 2610 621 001		HS Utilities		42.99	
Total	NEBRASKA CITY UTILITIES			<u>19,044.01</u>	
	84244	NEBRASKA COUNCIL OF SCHOOL ADMIN.	11/11/2024		1,065.00
01 2320 810 000		Superintendent Dues and Fees		435.00	
01 2490 810 000		DUES AND FEES		435.00	
01 1200 810 000		DUES AND FEES		195.00	
Total	NEBRASKA COUNCIL OF SCHOOL ADMIN.			<u>1,065.00</u>	
	2024/08- NOCATC-PALMY	NEBRASKA ORTHOPAEDIC CENTER, PC	11/11/2024		3,780.00
01 1100 320 001		HS Services/Assessments		3,780.00	
Total	NEBRASKA ORTHOPAEDIC CENTER, PC			<u>3,780.00</u>	
	NEV2024 930- 11224 JO	O'Neil, Jan	11/11/2024		5,631.35
01 6408 320 000		IDEA Part B Birth-4 Pre-diagnos		1,110.77	
01 6408 320 003		PREK PROFESSIONAL		1,196.61	
		EDUCATIONAL SERVICES			
01 2171 320 003		Physical Therapy Elem Contract		2,988.58	
		Service			
01 2171 320 002		MS PROFESSIONAL		335.39	
		EDUCATIONAL SERVICES			
Total	O'Neil, Jan			<u>5,631.35</u>	
	2022165953	ONE SOURCE THE BACKGROUND CHECK COMPANY	11/11/2024		1,616.90
01 2510 890 000		Superintendent Secretary Misc.		1,616.90	
		Expenses			
Total	ONE SOURCE THE BACKGROUND CHECK COMPANY			<u>1,616.90</u>	
	102024 REIMBURSEMEN T	PALMYRA ACTIVITY FUND	11/11/2024		503.86
01 2710 626 000		Bus Gas and Oil		251.86	
01 3535 610 000		HAL Supplies		252.00	
Total	PALMYRA ACTIVITY FUND			<u>503.86</u>	
	102024 ASPIRE	PALMYRA LUNCH FUND	11/11/2024		106.80
01 8000 912 000		FUND TRANSFERS TO LUNCH- FUND		30.85	
01 8000 912 000		FUND TRANSFERS TO LUNCH- FUND		37.80	

PO Number	Invoice Number	Vendor Name	Invoice Date	Amount
Account Number		Detail Description	Cost Center ID	Cost Center Description
01 8000 912 000		FUND FUND TRANSFERS TO LUNCH		22.40
01 8000 912 000		FUND FUND TRANSFERS TO LUNCH		15.75
<b>Total</b>	<b>PALMYRA LUNCH FUND</b>			<b>106.80</b>
	<b>3342</b>	<b>PIONEER CLEANING, LLC</b>	<b>11/11/2024</b>	<b>22,635.00</b>
01 2620 420 003		Elem Cleaning Service		9,280.00
01 2620 420 003		Elem Cleaning Service		1,065.00
01 2620 420 001		HS Cleaning Service		9,540.00
01 2620 420 001		HS Cleaning Service		<u>2,750.00</u>
<b>Total</b>	<b>PIONEER CLEANING, LLC</b>			<b>22,635.00</b>
	<b>3319836210</b>	<b>PITNEY BOWS GLOBAL FINANCIAL SERVICES LL</b>	<b>11/11/2024</b>	<b>165.54</b>
01 2510 440 000		Superintendent Copier/Mail Leas		<u>165.54</u>
<b>Total</b>	<b>PITNEY BOWS GLOBAL FINANCIAL</b>			<b>165.54</b>
HS-0000309	24-000020285	Pitsco	11/11/2024	97.90
01 1100 610 001		TETRIX® Wireless Joystick Gamepad System		97.90
<b>Total</b>	<b>Pitsco</b>			<b>97.90</b>
OFFICE-7-2024	40909562	QUILL	11/11/2024	415.20
01 2410 610 003		Quill Brand® 30% Recycled 8.5" 11" Mul		67.32
01 2410 610 003		Quill Brand® 30% Recycled 8.5" 11" Mul		114.74
01 2410 610 003		Quill Brand® 30% Recycled Colored Multip		67.32
01 2410 610 003		Quill Brand® 30% Recycled Colored Multip		30.00
01 2410 610 003		Scotch Desktop Tape Dispenser Dispens		12.64
01 2410 610 003		Astrobrights Bright 65 lb. Cardstock Pap		47.58
01 2410 610 003		Staples® Pastel Multipurpose Paper, 20 l		75.60
<b>Total</b>	<b>QUILL</b>			<b>415.20</b>
	<b>1112024 GENERAL</b>	<b>SAM'S CLUB/SYNCHRONY BANK</b>	<b>11/01/2024</b>	<b>233.44</b>
01 1200 610 003		Sped Elem Supplies		59.98
01 2610 610 003		Elem Custodian Supplies		18.38
01 2610 610 003		Sped HS Supplies		12.98
01 1190 610 003		ECEP GENERAL SUPPLIES		12.98
01 2610 610 003		Elem Custodian Supplies		12.88
01 1200 610 001		Sped HS Supplies		7.98
01 1190 610 003		ECEP GENERAL SUPPLIES		13.48
01 1200 610 003		Sped Elem Supplies		10.98
01 2610 610 003		Elem Custodian Supplies		19.98
01 2610 610 003		Elem Custodian Supplies		19.48
01 2610 610 003		Elem Custodian Supplies		16.98
01 1100 610 001		HS General Supplies		<u>27.36</u>
<b>Total</b>	<b>SAM'S CLUB/SYNCHRONY BANK</b>			<b>233.44</b>

PO Number	Invoice Number	Vendor Name	Invoice Date	Amount	Cost Center	Cost Center Description	Amount
Account Number		Detail Description	ID				
OFFICE-8-2024	308104640425	SCHOOL SPECIALTY, LLC	11/11/2024				1,933.41
01 1100 610 003		Prang Medium Weight Construction Paper,		55.50			
01 1100 610 003		Prang Medium Weight Construction Paper,		55.50			
01 1100 610 003		Prang Medium Weight Construction Paper,		55.50			
01 1100 610 003		Prang Medium Weight Construction Paper,		55.50			
01 1100 610 003		Prang Medium Weight Construction Paper,		56.40			
01 1100 610 003		Prang Medium Weight Construction Paper,		55.50			
01 1100 610 003		Prang Medium Weight Construction Paper,		55.50			
01 1100 610 003		Prang Medium Weight Construction Paper,		55.50			
01 1100 610 003		Prang Medium Weight Construction Paper,		55.50			
01 1100 610 003		Prang Medium Weight Construction Paper,		25.90			
01 1100 610 003		Prang Medium Weight Construction Paper,		55.50			
01 1100 610 003		Prang Medium Weight Construction Paper,		69.40			
01 1100 610 003		Prang Medium Weight Construction Paper,		97.35			
01 1100 610 003		Prang Medium Weight Construction Paper,		32.45			
01 1100 610 003		Prang Medium Weight Construction Paper,		25.96			
01 1100 610 003		Prang Medium Weight Construction Paper,		84.37			
01 1100 610 003		Prang Medium Weight Construction Paper,		77.88			
01 1100 610 003		Prang Medium Weight Construction Paper,		64.90			
01 1100 610 003		Prang Medium Weight Construction Paper,		38.94			
01 1100 610 003		Prang Medium Weight Construction Paper,		32.45			
01 1100 610 003		Astrobrights Card Stock, 8-1/2 x 11 inch		100.60			
01 1100 610 003		Astrobrights Card Stock, 8-1/2 x 11 Inch		100.60			
01 1100 610 003		Astrobrights Card Stock, 8-1/2 x 11 Inch		100.60			
01 1100 610 003		Astrobrights Card Stock, 8-1/2 x 11 Inch		125.75			
01 1100 610 003		Neenah Paper Exact Index Colored Cardsto		72.72			
01 1100 610 003		Exact Index Colored Cardstock, 8.5 x 11		72.72			
01 1100 610 003		Astrobrights Colored Paper, 8-1/2 x 11 l		72.72			
01 1100 610 003		Pacon Multi-Purpose Paper, 8-1/2 x 11 in		108.20			
01 1100 610 003		Hammermill Copy Paper, 8-1/2 x 11 Inches		74.00			
<b>Total</b>	<b>SCHOOL SPECIALTY, LLC</b>			<b>1,933.41</b>			

**Board Report - Detail**

11/07/2024 10:12 AM Posted - All; Batch Description 3 Records Selected; Fund Number 01

PO Number	Invoice Number	Vendor Name	Invoice Date	Amount	Cost Center	Cost Center Description
Account Number		Detail Description		Amount	ID	
	QRT1 2024 MILEAGE AS	Severe, Audrea	11/11/2024	48.24		
01 2161 333 001		SPED HS OT MILEAGE		<u>48.24</u>		
Total	Severe, Audrea			48.24		
01 2730 431 000	163210	Southwest Auto BUS & VEHICLE SERVICING & MAINTENANCE	11/11/2024	1,391.11	2013BLUE	2013 SCHOOL BUS VIN#1BAKGCPH0DF292957
01 2730 431 000	163595	Southwest Auto BUS & VEHICLE SERVICING & MAINTENANCE	11/11/2024	2,300.47	2010BLUEBI	VIN # 1BAKCCPH6AF274583
01 2730 431 000	163627	Southwest Auto BUS & VEHICLE SERVICING & MAINTENANCE	11/11/2024	276.46		
01 2730 431 000	163634	Southwest Auto BUS & VEHICLE SERVICING & MAINTENANCE	11/11/2024	923.63	2012CHBUS	VIN # 1GB3G2BL3C1169427
01 2730 431 000	163658	Southwest Auto BUS & VEHICLE SERVICING & MAINTENANCE	11/11/2024	737.40	2013BLUE	2013 SCHOOL BUS VIN#1BAKGCPH0DF292957
01 2730 431 000	163664	Southwest Auto BUS & VEHICLE SERVICING & MAINTENANCE	11/11/2024	1,362.58	2010BLBRD	VIN # 1BAKF0CPH8AF274575
01 2730 431 000	163687	Southwest Auto BUS & VEHICLE SERVICING & MAINTENANCE	11/11/2024	3,349.43	2013BLUE	2013 SCHOOL BUS VIN#1BAKGCPH0DF292957
Total	Southwest Auto			<u>10,341.08</u>		
01 3300 610 003	561928000	SYSCO LINCOLN Rec Program Supplies	11/11/2024	238.37		
01 1190 610 003	561928002	SYSCO LINCOLN ECEP GENERAL SUPPLIES	11/11/2024	519.63		
01 3300 610 003	561939943	SYSCO LINCOLN Rec Program Supplies	11/11/2024	153.00		
01 3300 610 003	561952147	SYSCO LINCOLN Rec Program Supplies	11/11/2024	116.95		
01 3300 610 003	561964843	SYSCO LINCOLN Rec Program Supplies	11/11/2024	242.76		
Total	SYSCO LINCOLN			<u>1,270.71</u>		
JF7124-4 01 1100 610 003	137053	Themes & Variations This is the curriculum that we would lik	11/11/2024	200.00		
Total	Themes & Variations			<u>200.00</u>		
01 2230 382 001 01 2230 382 003	SI-24-036014	UNITE PRIVATE NETWORKS LLC HS Distant Learning Connection Elem Distant Learning Connectic	11/11/2024	1,072.46 1,072.46		
01 2230 382 001 01 2230 382 003	SI-24-040005	UNITE PRIVATE NETWORKS LLC HS Distant Learning Connection Elem Distant Learning Connectic	11/11/2024	1,072.46 <u>1,072.46</u>		
Total	UNITE PRIVATE NETWORKS LLC			4,289.84		
01 2610 621 003 01 2610 410 003	84742	VILLAGE OF BENNET Elem Utilities Elem Water & Sewer	11/11/2024	36.56 28.50		

PO Number	Invoice Number	Vendor Name	Invoice Date	Amount
Account Number		Detail Description	Cost Center ID	Cost Center Description
01 2610 410 003		Elem Water & Sewer		743.40
01 2610 410 003		Elem Water & Sewer		24.00
01 2610 410 003		Elem Water & Sewer		<u>743.40</u>
Total	VILLAGE OF BENNET			1,575.86
	107003 - 11/10/2024	VILLAGE OF PALMYRA	11/11/2024	52.00
01 2610 410 001		HS Water & Sewer		52.00
	230001 - 11/10/2024	VILLAGE OF PALMYRA	11/11/2024	107.09
01 2610 410 001		HS Water & Sewer		107.09
	257001 - 11/10/2024	VILLAGE OF PALMYRA	11/11/2024	750.00
01 2610 410 001		HS Water & Sewer		750.00
	274001 - 11/10/2024	VILLAGE OF PALMYRA	11/11/2024	57.07
01 2610 410 001		HS Water & Sewer		57.07
	286002 - 11/10/2024	VILLAGE OF PALMYRA	11/11/2024	4,921.20
01 2610 410 001		HS Water & Sewer		<u>4,921.20</u>
Total	VILLAGE OF PALMYRA			5,887.36
	38000370	VOICE NEWS	11/11/2024	12.98
01 2310 540 000		BOE Advertising		12.98
	38000483	VOICE NEWS	11/06/2024	10.48
01 2310 540 000		BOE Advertising		10.48
	38000484	VOICE NEWS	11/06/2024	283.45
01 2310 540 000		BOE Advertising		<u>283.45</u>
Total	VOICE NEWS			306.91
	INV-36873	WHITEHEAD OIL CO	11/11/2024	2,577.63
01 2710 626 000		Bus Gas and Oil		2,577.63
	INV-36874	WHITEHEAD OIL CO	11/11/2024	1,708.91
01 2710 626 000		Bus Gas and Oil		<u>1,708.91</u>
Total	WHITEHEAD OIL CO			4,286.54
	091969071 - 10282024	WINDSTREAM	11/11/2024	88.97
01 2510 382 001		HS Telephone		<u>88.97</u>
Total	WINDSTREAM			88.97
Fund Number				<u>328,436.49</u>
Checking Account ID				<u>328,436.49</u>

November Bills           \$ 328,436.49  
 October Payroll         \$ 720,118.02  
                                   \$ 1,048,554.51

**Designated Bill Summary**  
**Superintendent Report: Regular Board Meeting:**  
**Date: Monday, November 11, 2024**

**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, December 9, 2024 at 7:00 p.m.** at Palmyra High School in the media center.

**A. Consent Agenda Expenditures**

**Construction Account Claims:**

- **\$264,562.71**
  - *Please note: These claims are now included in the Consent Agenda of the regular board meeting due to the discontinuation of the CMAR special monthly meetings effective September 9, 2024.*
  - *Please see the itemized list below.*

**Depreciation Fund Claims:**

- None for this month

**Bond Fund Claims:** *Bond payments are due December 15, 2024. These will need to be paid and in the mail on December 4.*

- **2021A&B Refinanced Bonds: \$598,368.75**
- **QCPUF: \$138,538.75**
- **2022 Bond: \$922,337.41**
- **Total: \$1,659,244.91**

**Special Building Claims:**

- None for this month

**2022 Construction Account Claims:**

**General Fund Claims:**

**Total claims: \$327,057.89 with an additional credit card payment of \$1,378.60, this expense was for supplies = \$328,436.49 total claims.**

- **Access Systems Leasing: \$2,991.56** - Copiers at the elementary and high school
- **Amazon Capital Services: \$3,065.00** - Elem & HS supplies
- **BEST: \$11,855.10** - Contracted Sped Services for QRT 1
- **Casey's: \$3,081.20** – Bus and vehicle fuel expenses / misc.
- **Craig Resources: \$6,314.10** - Nursing contracted services
- **ESU#4: \$2,731.28** - Professional development, contracted services and tech support
- **Egan Supply Co: \$4,748.81** - HS Supplies
- **Flinn Scientific: \$2,553.32** - HS Science Supplies
- **Home Depot: \$3,134.69** - Elem Custodial Supplies

- **Jung Electric: \$1,253.92** - HS Electrical Update
- **Lakeshore Learning Materials: \$3,180.00** - Mental Health Grant supplies
- **Menards: \$1,154.41** - Elem and HS Supplies
- **Midwest Bus Repairs: \$2,097.63** - Bus Repairs
- **NASB Alicap: \$179,445.00** - Insurance for the year for everything
- **Nebraska City Utilities: \$19,044.01** - Utilities
- **Nebraska Orthopaedic Center: \$3,780.00** - Student Services
- **OneSource the Background Check Company: \$1,616.90** - Volunteer checks for Field Trips
- **Palmyra Activity Fund: \$503.86** - HS Supplies
- **Pioneer Cleaning: \$22,635.00** - Elem and HS Cleaning
- **Southwest Auto: \$10,314.08** - Bus repairs
- **Village of Bennet: \$1,575.86** - Water, electricity, and sewer bill
- **Village of Palmyra: \$5,887.36** – Water and sewer bill
- **Whitehead Oil: \$4,286.54** - Diesel fuel

## Construction Bills November 11, 2024

Vendor	Invoice Number	Amount
Amazon Capital Services	1F7D-KQ31-PQJ9	\$77.86
Amazon Capital Services	1M6L-N14G-MCM6	\$554.50
Amazon Capital Services	17JK-C7N6-MT3C	\$397.98
Benesch	297180	\$132.00
BIC	016	\$170,130.01
Branding Inc. dba Al's Johns	94279	\$105.00
Branding Inc. dba Al's Johns	94278	\$165.00
Branding Inc. dba Al's Johns	95145	\$105.00
Branding Inc. dba Al's Johns	95144	\$105.00
Cheney Welding	1063	\$400.00
Clark & Enersen	26	\$12,694.23
Custom FX LLC	51022	\$503.80
Facility Advocates	2461	\$15,074.00
Heartland Seating	14689	\$26,230.00
k12 ITC	232669	\$18,470.00
Kidwell	255252	\$2,875.00
Linde Gas & Equipment	46229133	\$1,553.68
Linde Gas & Equipment	45742308	\$348.03
Matt's Masonry	1620	\$1,700.00
Menards	42468	\$46.91
Midwest Door & Hardware	109203	\$266.00
Phillips' Floors, Inc	PF-201241	\$7,725.27
Rixstine Recognition	61765	\$2,449.20
Rogue Fitness	12883533	\$1,018.00
Sam's Club	001018	\$519.24
Shading Administrative Services of Nebraska	7677	\$917.00
	<b>Total:</b>	<b>\$264,562.71</b>

Regular; Beginning Month 10/2024; Processing Month 10/2024

**Fund: 01 GENERAL FUND**

		<u>Beginning Balance</u>	<u>Debits</u>	<u>Credits</u>	<u>Ending Balance</u>
<b>Current Assets</b>					
01 101	CASH IN BANK	3,844,602.19	622,643.25	914,127.25	3,553,118.19
01 900	Cash County Treasurer	920,015.69	0.00	0.00	920,015.69
Total: Current Assets		4,764,617.88	622,643.25	914,127.25	4,473,133.88
<b>Current Liabilities</b>					
01 450	PAYROLL DEDUCTION PAYABLE	14,662.46	1,797.53	2,136.66	15,001.59
01 451	FICA PAYABLE	(1,715.50)	81,581.50	81,581.50	(1,715.50)
01 452	FIT PAYABLE	(132.77)	37,517.18	37,517.18	(132.77)
01 453	INSURANCE PAYABLE	(1,916.29)	122,961.07	134,867.82	9,990.46
01 454	RETIREMENT PAYABLE	(10,859.66)	97,749.49	97,749.49	(10,859.66)
01 455	SIT PAYABLE	0.00	17,927.08	17,927.08	0.00
Total: Current Liabilities		38.24	359,533.85	371,779.73	12,284.12
<b>Fund Balance</b>					
01 704	Fund Balance - Regular Unspent	4,764,579.64	914,917.76	611,187.88	4,460,849.76
Total: Fund Balance		4,764,579.64	914,917.76	611,187.88	4,460,849.76
<b>Revenue</b>					
01 1100	LOCAL PROPERTY TAXES	874,800.63	1,688.69	167,759.17	1,040,871.11
01 1115	CARLINE TAX	102.52	0.00	96.95	199.47
01 1125	MOTOR VEHICLE TAXES	40,536.67	0.00	34,299.64	74,836.31
01 1140	Interest Levied Tax	694.83	0.00	1,110.46	1,805.29
01 1370	PRESCHOOL TUITION & FEES	5,375.00	0.00	6,350.00	11,725.00
01 1510	INTEREST ON INVESTMENTS	295.83	0.00	308.99	604.82
01 1800	REC PROGRAM - COMMUNITY SERVICES	3,300.00	0.00	3,401.00	6,701.00
01 1920	EDUCATION QUEST FOUNDATION	0.00	250.00	0.00	(250.00)
01 1990	OTHER LOCAL RECEIPTS	57.00	0.00	0.00	57.00
01 2110	COUNTY FINES & LICENSE FEES	3,881.51	0.00	3,767.56	7,649.07
01 3110	STATE AID	367,569.00	0.00	367,569.00	735,138.00
01 3540	STATE EARLY CHILDHOOD	66,830.00	0.00	0.00	66,830.00
01 4709	MEDICAID ADMIN ACTIVITIES (MAAPS)	1,919.79	0.00	1,761.88	3,681.67
01 5301	INSURANCE ADJUSTMENTS	294.96	0.00	0.00	294.96
01 9000	NON-PROGRAMMED RECEIPTS	64.04	0.00	0.00	64.04
Total: Revenue		1,365,721.78	1,938.69	586,424.65	1,950,207.74
<b>Expenditure</b>					
01 1100 111 001	HS Teacher Salary	110,400.62	107,011.34	1,737.34	215,674.62
01 1100 111 002	MS TEACHER SALARIES	13,671.00	13,671.00	0.00	27,342.00
01 1100 111 003	Elem Teacher Salary	113,843.87	108,461.25	791.76	221,513.36
01 1100 112 003	Elem Para	6,290.94	7,027.34	0.00	13,318.28
01 1100 113 001	HS Sub Teacher Salary	8,314.00	11,894.00	0.00	20,208.00
01 1100 113 003	Elem Sub Teacher Salary	6,119.00	8,077.00	0.00	14,196.00
01 1100 120 001	HS COMMUNITY COACH/ACTIVITY SPONSOR	2,185.86	2,185.86	0.00	4,371.72
01 1100 130 003	Overtime - Classified	126.14	70.78	0.00	196.92
01 1100 150 001	Non-instructional	174.34	174.34	0.00	348.68
01 1100 151 001	HS Coach/Gate/Sponsor - Teacher/Prof. Staff	8,942.48	9,757.48	0.00	18,699.96
01 1100 151 002	MS Coach/Gate/Sponsor - Teacher/Prof. Staff	2,328.34	2,328.34	0.00	4,656.68
01 1100 151 003	ELEM Coach/Gate/Sponsor - Teacher/Prof. Staff	352.19	352.19	0.00	704.38
01 1100 152 002	PARA COACH/ACTIVITY SPONSOR	0.00	427.00	0.00	427.00
01 1100 210 001	HS CLERICAL/PARA INSURANCE	33.34	33.35	0.00	66.69
01 1100 211 001	HS Teacher, BCBS, Life, Vision, Dental	32,963.12	33,994.61	1,182.37	65,775.36
01 1100 211 002	MS TEACHER BCBS, LIFE, VISION,	5,297.77	5,296.19	0.00	10,593.96

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**Fund: 01 GENERAL FUND**

		<u>Beginning Balance</u>	<u>Debits</u>	<u>Credits</u>	<u>Ending Balance</u>
	DENTAL INSRU				
01 1100 211 003	Elem Teacher BCBS, Life, Vision, Dental	40,838.50	41,962.59	449.54	82,351.55
01 1100 212 003	Elem PARA INSURNCE	7.31	11.92	0.00	19.23
01 1100 213 001	HS SUBSTITUTE MEDICAL INS	0.00	102.73	0.00	102.73
01 1100 213 003	ELEM SUBSTITUTE MEDICAL INS	52.62	104.64	0.00	157.26
01 1100 220 001	HS Clerical FICA	180.41	180.58	0.17	360.82
01 1100 220 003	Elem Clerical FICA	9.65	5.41	0.00	15.06
01 1100 221 001	HS Teacher FICA	9,101.37	9,042.74	298.89	17,845.22
01 1100 221 002	MS TEACHER/PROFESSIONAL FICA	1,182.59	1,228.23	45.64	2,365.18
01 1100 221 003	Elem Teacher FICA/MEDICARE	8,628.39	8,406.34	245.62	16,789.11
01 1100 222 002	PARA FICA	0.00	32.66	0.00	32.66
01 1100 222 003	Elem Para FICA	481.24	537.60	1.15	1,017.69
01 1100 223 001	HS Substitute Teacher FICA	636.03	909.97	0.19	1,545.81
01 1100 223 003	Elem Substitute Teacher FICA	466.58	617.94	4.79	1,079.73
01 1100 230 001	HS CLERICAL/PARA RETIREMENT	17.95	17.95	0.00	35.90
01 1100 230 003	ELEM CLERICAL/PARA RETIREMENT	9.28	5.20	0.00	14.48
01 1100 231 001	HS Teacher Retirement	8,765.73	8,576.21	127.70	17,214.24
01 1100 231 002	HS Teacher Retirement	1,175.96	1,175.96	0.00	2,351.92
01 1100 231 003	Elem Teacher Retirement	8,393.40	7,997.77	58.19	16,332.98
01 1100 232 002	Para RETIREMENT	0.00	31.38	0.00	31.38
01 1100 232 003	Elem PARAEDUCATOR RETIREMENT	420.28	516.52	0.00	936.80
01 1100 233 001	HS SUBSTITUTE TEACHER RETIREMENT	249.17	259.51	0.00	508.68
01 1100 233 003	Elem SUBSTITUTE TEACHER RETIREMENT	310.41	355.60	0.00	666.01
01 1100 237 001	HS Increase Retirement Contributions	3,106.57	3,044.97	43.92	6,107.62
01 1100 237 002	Increase Retirement Contributions	404.44	415.22	0.00	819.66
01 1100 237 003	ELEM Increase Retirement Contributions	3,141.15	3,052.33	20.01	6,173.47
01 1100 281 001	HS Teacher CASH-IN-LIEU MED Ins	1,000.00	1,000.00	0.00	2,000.00
01 1100 281 003	Elem Teacher CASH-IN-LIEU MED INSURANCE	675.00	675.00	0.00	1,350.00
01 1100 290 001	OTHER BENEFITS	2,339.25	2,886.32	0.00	5,225.57
01 1100 290 003	OTHER BENEFITS	0.00	2,256.46	0.00	2,256.46
01 1100 320 001	HS Services/Assessments	0.00	0.00	0.00	0.00
01 1100 330 001	HS Professional Development	0.00	30.00	0.00	30.00
01 1100 330 003	Elem Professional Development	0.00	0.00	0.00	0.00
01 1100 333 001	HS Mileage	0.00	0.00	0.00	0.00
01 1100 333 003	Elem Mileage	0.00	0.00	0.00	0.00
01 1100 440 001	HS Copier Lease	1,554.41	1,747.65	0.00	3,302.06
01 1100 440 003	Elem Copier Lease	1,554.42	1,747.65	0.00	3,302.07
01 1100 610 001	HS General Supplies	14,639.24	5,723.88	54.21	20,308.91
01 1100 610 001 2 101	HS ART SUPPLIES	3,181.18	9.84	0.00	3,191.02
01 1100 610 001 2 102	HS INSTRUMENTAL SUPPLIES	848.54	1,819.12	0.00	2,667.66
01 1100 610 001 2 103	HS VOCAL SUPPLIES	839.98	105.14	0.00	945.12
01 1100 610 002	MS GENERAL SUPPLIES	916.24	0.00	0.00	916.24
01 1100 610 003	Elem General Supplies	33,986.18	4,764.71	0.00	38,750.89
01 1100 610 003 1 301	ELEM ART SUPPLIES	923.00	0.00	0.00	923.00
01 1100 610 003 1 302	ELEM MUSIC SUPPLIES	200.00	185.45	0.00	385.45
01 1100 640 001	HS Textbooks	32,647.99	494.00	0.00	33,141.99
01 1100 640 003	Elem Textbooks	1,150.98	0.00	0.00	1,150.98
01 1100 643 000	WEB/CLOUD BASED SOFTWARE	5,517.80	14,548.61	0.00	20,066.41
01 1100 650 001	HS Technology Supplies	692.25	863.28	0.00	1,555.53
01 1100 650 003	Elem Technology Supplies	437.61	819.01	0.00	1,256.62
01 1100 810 001	HS DUES AND FEES	0.00	0.00	0.00	0.00

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**Fund: 01 GENERAL FUND**

		<u>Beginning Balance</u>	<u>Debits</u>	<u>Credits</u>	<u>Ending Balance</u>
01 1100 890 001	HS Misc. Expenses	(153.00)	0.00	0.00	(153.00)
01 1160 111 001	SALARIES OF TEACHERS/PROFESSIONAL STAFF	1,395.00	1,395.00	0.00	2,790.00
01 1160 111 003	Poverty Grant Teacher/Prof. Salaries	1,060.20	1,060.20	0.00	2,120.40
01 1160 112 001	Para/Nurse Salary	0.00	2,230.75	0.00	2,230.75
01 1160 112 003	Poverty Grant Para/Nurse Salary	9,119.94	4,906.64	0.00	14,026.58
01 1160 211 001	TEACHER BCBS, LIFE, VISION, DENTAL INSRU	464.25	464.25	0.00	928.50
01 1160 211 003	Poverty Grant Teacher/Prof Insurance	462.34	460.23	0.00	922.57
01 1160 221 001	TEACHER/PROFESSIONAL FICA	105.13	107.08	1.95	210.26
01 1160 221 003	Poverty Grant Teacher/Prof FICA	79.25	81.38	2.13	158.50
01 1160 222 001	Poverty Nurse FICA	0.00	170.65	0.00	170.65
01 1160 222 003	Elem PARA FICA	697.68	357.20	0.00	1,054.88
01 1160 231 001	TEACHER RETIREMENT	102.16	102.16	0.00	204.32
01 1160 231 003	Poverty Grant Teacher/Prof. Retirement	77.92	77.92	0.00	155.84
01 1160 232 001	Nurse Retirement	0.00	163.96	0.00	163.96
01 1160 232 003	Poverty Elem PARAEDUCATOR RETIREMENT	501.35	266.28	0.00	767.63
01 1160 237 001	Increase Retirement Contributions	35.13	91.52	0.00	126.65
01 1160 237 003	Increase Retirement Contributions	199.23	118.37	0.00	317.60
01 1190 110 003	SALARY PARA/DRIVER	1,723.85	2,975.10	2,336.79	2,362.16
01 1190 111 003	SALARIES OF TEACHERS/PROFESSIONAL STAFF	4,913.50	3,041.10	0.00	7,954.60
01 1190 130 001	OVERTIME FOR NON- INSTRUCTIONAL	0.00	43.01	43.01	0.00
01 1190 210 001	NON - INSTRUCTIONAL INSURANCE	0.00	7.53	7.53	0.00
01 1190 210 003	ECEP PARA/BUS INSURANCE	2.05	411.48	408.87	4.66
01 1190 211 003	ECEP TEACHER BCBS, LIFE, VISION, DENTAL INSRU	26.97	322.09	0.00	349.06
01 1190 220 001	NON-INSTRUCTIONAL FICA	0.00	3.28	3.28	0.00
01 1190 220 003	ECEP NON-INSTRUCTIONAL FICA	52.43	227.75	178.77	101.41
01 1190 221 003	ECEP TEACHER/PROFESSIONAL FICA	376.88	233.45	1.15	609.18
01 1190 230 001	NON-INSTRUCTIONAL RETIREMENT	0.00	3.16	3.16	0.00
01 1190 230 003	ECEP NON-INSTRUCTIONAL RETIREMENT	35.14	218.81	171.76	82.19
01 1190 231 003	ECEP TEACHER RETIREMENT	361.14	223.52	0.00	584.66
01 1190 237 001	Increase Retirement Contributions	0.00	1.09	1.09	0.00
01 1190 237 003	ECEP Increase Retirement Contributions	136.28	152.13	59.07	229.34
01 1190 610 003	ECEP GENERAL SUPPLIES	6,088.02	429.81	0.00	6,517.83
01 1200 110 001	Sped HS Clerical Salary	0.00	175.69	0.00	175.69
01 1200 110 003	SALARIES TO NON-INSTRUCTIONAL EMPLOYEES	0.00	175.69	0.00	175.69
01 1200 111 000	Director of SS Salary	9,333.33	9,333.33	0.00	18,666.66
01 1200 111 001	Sped HS Teacher Salary	21,901.50	21,901.50	0.00	43,803.00
01 1200 111 003	Sped Elem Teacher Salary	22,354.10	21,510.90	0.00	43,865.00
01 1200 112 001	HS SPED PARAEDUCATORS SALARY	4,689.68	4,175.62	0.00	8,865.30
01 1200 112 003	Sped Elem Para Salary	6,910.29	6,304.17	0.00	13,214.46
01 1200 113 001	Sped HS Substitute Teacher Salary	79.00	0.00	0.00	79.00
01 1200 113 003	Sped Elem Substitute Teacher Salary	158.00	0.00	0.00	158.00
01 1200 130 001	Overtime - Sped Para	96.41	43.01	0.00	139.42
01 1200 130 003	Overtime - Sped Para	117.75	84.51	0.00	202.26
01 1200 210 001	HS SPED CLERICAL INSURANCE	24.31	9.56	0.00	33.87
01 1200 210 003	SPED Elem Clerical Insurance	0.00	0.84	0.00	0.84
01 1200 211 000	Dir. SS BCBS, LIFE, VISION, DENTAL INSRU	882.17	882.17	0.00	1,764.34

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**Fund: 01 GENERAL FUND**

		<u>Beginning Balance</u>	<u>Debits</u>	<u>Credits</u>	<u>Ending Balance</u>
01 1200 211 001	Sped HS Teacher Insurance	8,197.55	8,192.60	0.00	16,390.15
01 1200 211 003	Sped Elem Teacher Insurance	5,038.83	5,004.21	0.00	10,043.04
01 1200 212 001	SPED PARA INSURANCE	1,089.74	713.32	0.00	1,803.06
01 1200 212 003	Elem Sped Para INSURNCE	7.31	2.51	0.00	9.82
01 1200 213 001	SUBSTITUTE MEDICAL INS	17.54	0.00	0.00	17.54
01 1200 213 003	SPED SUB MEDICAL INS	35.08	0.00	0.00	35.08
01 1200 220 001	HS Sped Clerical FICA	6.70	16.41	0.00	23.11
01 1200 220 003	Sped Elem Clerical FICA	9.01	19.99	0.02	28.98
01 1200 221 000	SALARIES OF TEACHERS/PROFESSIONAL STAFF	715.32	716.51	1.19	1,430.64
01 1200 221 001	Sped HS Teacher FICA	1,660.76	1,681.34	20.58	3,321.52
01 1200 221 003	Sped Elem Teacher FICA	1,714.62	1,670.55	20.49	3,364.68
01 1200 222 001	Sped HS Para FICA	325.21	300.63	13.96	611.88
01 1200 222 003	Sped Elem Para FICA	527.06	482.26	0.40	1,008.92
01 1200 223 001	Sped HS Sub Teacher FICA	5.52	0.00	0.00	5.52
01 1200 223 003	Sped Elem Sub Teacher FICA	11.03	0.00	0.00	11.03
01 1200 230 001	Sped HS Clerical Retirement	7.09	16.07	0.00	23.16
01 1200 230 003	Sped Elem Clerical Retirement	8.66	19.11	0.00	27.77
01 1200 231 000	TEACHER RETIREMENT	686.00	686.00	0.00	1,372.00
01 1200 231 001	Sped HS Teacher Retirement	1,609.76	1,609.76	0.00	3,219.52
01 1200 231 003	Sped Elem Teacher Retirement	1,643.02	1,581.05	0.00	3,224.07
01 1200 232 001	Sped HS Para Retirement	344.69	306.91	0.00	651.60
01 1200 232 003	Sped Para Elem Retirement	507.90	461.78	0.00	969.68
01 1200 233 001	HS SPED SUB TEACHER RETIREMENT	5.81	0.00	0.00	5.81
01 1200 233 003	ELEM SPED SUB TEACHER RETIREMENT	11.61	0.00	0.00	11.61
01 1200 237 000	Increase Retirement Contributions	235.93	235.93	0.00	471.86
01 1200 237 001	SPED HSIncrease Retirement Contributions	676.63	664.72	0.00	1,341.35
01 1200 237 003	SPED ELIncrease Retirement Contributions	746.70	709.12	0.00	1,455.82
01 1200 281 003	ELEM SPED CASH-IN-LIEU MEDICAL INSURANCE	250.00	250.00	0.00	500.00
01 1200 320 001	Sped HS Contracted Service	0.00	0.00	0.00	0.00
01 1200 330 001	Sped HS Professional Development	0.00	0.00	0.00	0.00
01 1200 591 003	ELEM SPED DIRECTOR	0.00	1,110.00	0.00	1,110.00
01 1200 610 001	Sped HS Supplies	2,238.32	0.00	0.00	2,238.32
01 1200 610 003	Sped Elem Supplies	2,672.53	474.23	0.00	3,146.76
01 1200 810 000	DUES AND FEES	0.00	0.00	0.00	0.00
01 1291 111 003	SPED PRESCHOOL TEACHER SALARY	0.00	753.30	0.00	753.30
01 1291 211 003	SPED Prek BCBS, LIFE, VISION, DENTAL INSURANCE	0.00	4.56	0.00	4.56
01 1291 221 003	TEACHER/PROFESSIONAL FICA	0.00	57.82	0.06	57.76
01 1291 231 003	Prek SPED Retirement	0.00	55.37	0.00	55.37
01 1291 237 003	PreK SPED Teacher Increase Retirement Contributions	0.00	19.04	0.00	19.04
01 1291 333 000	EMPLOYEE TRAINING & DEVELOPMENT SERVICES	0.00	72.36	0.00	72.36
01 1291 610 003	SPED PRESCHOOL GENERAL SUPPLIES	7,847.48	0.00	0.00	7,847.48
01 2120 111 001	Counselor HS Salary	5,580.00	5,580.00	0.00	11,160.00
01 2120 111 003	Counselor Elem Salary	4,240.80	4,240.80	0.00	8,481.60
01 2120 211 001	Counselor HS Insurance	1,857.01	1,857.01	0.00	3,714.02
01 2120 211 003	Counselor Elem Insurance	1,849.40	1,840.83	0.00	3,690.23
01 2120 221 001	Counselor HS FICA	420.59	428.38	7.79	841.18

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		<u>Beginning Balance</u>	<u>Debits</u>	<u>Credits</u>	<u>Ending Balance</u>
01 2120 221 003	Counselor Elem FICA	317.00	325.55	8.52	634.03
01 2120 231 001	Counselor HS Retirement	408.70	408.70	0.00	817.40
01 2120 231 003	Counselor Elem Retirement	311.70	311.71	0.00	623.41
01 2120 237 001	COUNSELOR Inc Retirement Contributions	140.56	140.56	0.00	281.12
01 2120 237 003	COUNSELOR INC RETIREMENT CONT	107.20	107.19	0.00	214.39
01 2120 580 001	Counselor Travel Expenses	0.00	407.08	0.00	407.08
01 2120 580 003	Counselor Travel Expenses	0.00	289.90	0.00	289.90
01 2120 610 001	Counselor HS Supplies	1,898.49	5,250.00	0.00	7,148.49
01 2120 610 003	Counselor Elem Supplies	1,994.78	0.00	0.00	1,994.78
01 2120 810 003	ELEM COUNSELOR DUES AND FEES	0.00	0.00	0.00	0.00
01 2130 610 000	GENERAL SUPPLIES	2,932.59	42.50	0.00	2,975.09
01 2130 610 003	GENERAL SUPPLIES	2,231.38	7.12	0.00	2,238.50
01 2131 112 003	Sped Nursing Services	0.00	996.31	0.00	996.31
01 2131 222 003	PARA FICA	0.00	68.43	0.00	68.43
01 2131 232 003	SPED Nursing Retirement	0.00	32.79	0.00	32.79
01 2131 237 003	SPED Nurse Increase Retirement Contributions	0.00	11.28	0.00	11.28
01 2131 320 002	MS SPED CONTRACED NURSING SERVICES	0.00	12,342.20	0.00	12,342.20
01 2140 320 001	PROFESSIONAL EDUCATIONAL SERVICES	0.00	0.00	0.00	0.00
01 2141 111 003	SPED ELEM PSYCHOLOGY SALARY	6,661.00	6,661.00	0.00	13,322.00
01 2141 211 003	SPED ELEM PSYCH INSURANCE	2,331.62	2,331.62	0.00	4,663.24
01 2141 221 003	SPED ELEM PSYCH FICA	474.39	511.36	36.97	948.78
01 2141 231 003	SPED ELEM PSYCHOLOGY RETIREMENT	489.58	489.58	0.00	979.16
01 2141 237 003	SPED PSYCH INC RETIREMENT CONTRIBUTIONS	168.38	168.38	0.00	336.76
01 2141 580 003	SPED PSYCHOLOGY TRAVEL EXPENSES	0.00	289.90	0.00	289.90
01 2141 610 003	SPED PSYCHOLOGY SUPPLIES	3,632.07	848.10	0.00	4,480.17
01 2151 111 001	Sped Speech HS Salary	2,953.38	2,391.04	0.00	5,344.42
01 2151 111 003	Sped Speech Elem Salary	6,435.30	8,624.28	0.00	15,059.58
01 2151 211 001	Sped Speech HS Insurance	13.51	11.07	0.00	24.58
01 2151 211 003	Sped Speech ELEM Insurance	30.73	36.51	0.00	67.24
01 2151 221 001	Speech HS FICA	229.79	186.62	0.00	416.41
01 2151 221 003	Sped Speech Elem FICA	521.69	689.23	0.00	1,210.92
01 2151 231 001	Sped Speech HS Retirement	217.07	175.74	0.00	392.81
01 2151 231 003	Sped Speech Elem Retirement	472.98	494.82	0.00	967.80
01 2151 237 001	Sped Speech HS Salary	74.65	60.44	0.00	135.09
01 2151 237 003	Sped Speech Elem Inc Retirement Contr	162.66	170.18	0.00	332.84
01 2151 281 001	Sped Speech HS CASH-IN-LIEU MEDICAL INS.	40.00	40.00	0.00	80.00
01 2151 281 003	Sped Speech ElemCASH-IN-LIEU MEDICAL INS	360.00	360.00	0.00	720.00
01 2151 330 003	Sped Speech Elem Professional Developmen	1,155.00	0.00	0.00	1,155.00
01 2151 333 003	Sped Speech Elem MILEAGE PAID TO STAFF	15.07	0.00	0.00	15.07
01 2151 591 001	HS AUDIOLOGY SERVICE FROM ESU/DISTRICT	0.00	620.08	0.00	620.08
01 2151 591 003	ELEM AUDIOLOGY SERVICES ESU/DISTRICT	0.00	620.08	0.00	620.08
01 2151 610 003	Sped Speech Elem Supplies	143.90	0.00	0.00	143.90
01 2152 111 003	SALARIES OF TEACHERS/PROFESSIONAL STAFF	777.17	2,536.49	0.00	3,313.66

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		<u>Beginning Balance</u>	<u>Debits</u>	<u>Credits</u>	<u>Ending Balance</u>
01 2152 211 003	TEACHER BCBS, LIFE, VISION, DENTAL INSRU	3.42	2.94	0.00	6.36
01 2152 221 003	TEACHER/PROFESSIONAL FICA	59.67	194.21	0.00	253.88
01 2152 231 003	TEACHER RETIREMENT	57.12	47.37	0.00	104.49
01 2152 237 003	Increase Retirement Contributions	19.64	16.29	0.00	35.93
01 2153 111 000	SALARIES OF TEACHERS/PROFESSIONAL STAFF	777.17	644.49	0.00	1,421.66
01 2153 211 000	TEACHER BCBS, LIFE, VISION, DENTAL INSRU	3.42	2.94	0.00	6.36
01 2153 221 000	TEACHER/PROFESSIONAL FICA	59.63	49.48	0.00	109.11
01 2153 231 000	TEACHER RETIREMENT	57.13	47.37	0.00	104.50
01 2153 237 000	Increase Retirement Contributions	19.67	16.30	0.00	35.97
01 2161 111 001	Sped Occupational Therapy HS Salary	345.97	345.97	0.00	691.94
01 2161 111 002	OT Services - Middle School	345.97	345.97	0.00	691.94
01 2161 111 003	Sped Occupational Therapy Elem Salary	2,767.73	2,767.73	0.00	5,535.46
01 2161 211 001	TEACHER BCBS, LIFE, VISION, DENTAL INSRU	174.15	173.40	0.00	347.55
01 2161 211 002	TEACHER BCBS, LIFE, VISION, DENTAL INSRU	174.16	173.40	0.00	347.56
01 2161 211 003	Sped Occupational Therapy Elem Insurance	1,393.17	1,387.22	0.00	2,780.39
01 2161 221 001	Sped HS TEACHER/PROFESSIONAL FICA	26.19	26.57	0.37	52.39
01 2161 221 002	OT Services Middle School - FICA	26.18	26.57	0.37	52.38
01 2161 221 003	Sped Occupational Therapy Elem FICA	209.48	212.47	2.97	418.98
01 2161 231 001	Sped Occupational Therapy HS Retirement	25.43	25.43	0.00	50.86
01 2161 231 002	TEACHER RETIREMENT	25.43	25.43	0.00	50.86
01 2161 231 003	Sped Occupational Therapy ElemRetirement	203.43	203.43	0.00	406.86
01 2161 237 001	Increase Retirement Contributions	8.75	8.75	0.00	17.50
01 2161 237 002	Increase Retirement Contributions	8.74	8.75	0.00	17.49
01 2161 237 003	Sped OT Inc. Retirement Contributions	69.96	69.96	0.00	139.92
01 2161 333 001	SPED HS OT MILEAGE	0.00	0.00	0.00	0.00
01 2161 610 001	HS OT SUPPLIES	0.00	0.00	0.00	0.00
01 2161 610 003	Sped Occupational Therapy Elem Supplies	1,790.22	0.00	0.00	1,790.22
01 2171 320 002	MS PROFESSIONAL EDUCATIONAL SERVICES	329.06	243.00	0.00	572.06
01 2171 320 003	Physical Therapy Elem Contracted Service	2,328.00	2,082.02	0.00	4,410.02
01 2181 591 001	HS VISUALLY IMPAIRED SERVICES	0.00	2,052.00	0.00	2,052.00
01 2220 111 001	HS Library Teacher Salary	2,790.00	2,790.00	0.00	5,580.00
01 2220 111 003	Elem Library Salary	2,790.00	2,790.00	0.00	5,580.00
01 2220 112 001	HS Library Para Salary	870.00	1,554.10	0.00	2,424.10
01 2220 112 003	Elem Library Para Salary	2,383.70	2,229.89	0.00	4,613.59
01 2220 211 001	HS Library BCBS, Vision, Life, Dental	12.51	12.51	0.00	25.02
01 2220 211 003	Elem Library BCBS, Vision, Life, Dental	12.51	12.51	0.00	25.02
01 2220 212 003	PARA INSURANCE	7.31	7.31	0.00	14.62
01 2220 221 001	HS Library FICA	223.79	223.79	0.00	447.58
01 2220 221 003	Elem Library FICA	223.79	223.79	0.00	447.58
01 2220 222 003	Elem Library PARA FICA	182.35	170.58	0.00	352.93
01 2220 231 001	HS Library Retirement	205.07	205.07	0.00	410.14
01 2220 231 003	Elem Library Retirement	205.07	205.07	0.00	410.14
01 2220 232 003	Elem Library PARAEDUCATOR RETIREMENT	175.20	163.90	0.00	339.10
01 2220 237 001	Library Inc Retirement Contributions	70.53	70.53	0.00	141.06

Regular; Beginning Month 10/2024; Processing Month 10/2024

<b>Fund: 01</b>	<b>GENERAL FUND</b>	<u>Beginning Balance</u>	<u>Debits</u>	<u>Credits</u>	<u>Ending Balance</u>
01 2220 237 003	Elem Lib Inc Retirement Contributions	130.79	126.90	0.00	257.69
01 2220 281 001	HS Libaray Teacher CASH-IN-LIEU Med Ins	125.00	125.00	0.00	250.00
01 2220 281 003	Elem Library Teacher CASH-IN-LIEU Med In	125.00	125.00	0.00	250.00
01 2220 610 001	HS Library Supplies	917.44	7,336.35	0.00	8,253.79
01 2220 610 003	Elem Library Supplies	764.38	0.00	0.00	764.38
01 2220 640 001	HS Library Books/Periodicals	0.00	0.00	0.00	0.00
01 2224 432 000	TECHNOLOGY REALATED REPAIRS & MAINTENANCE	17,480.84	0.00	0.00	17,480.84
01 2224 530 000	Internet Service	892.65	892.65	0.00	1,785.30
01 2230 111 000	Tech Coord.	0.00	6,835.50	0.00	6,835.50
01 2230 211 000	Tech Coord. BCBS, LIFE, VISION, DENTAL INSRU	0.00	1,372.36	0.00	1,372.36
01 2230 221 000	Tech Coord. FICA	0.00	524.76	18.25	506.51
01 2230 231 000	Tech Coord. RETIREMENT	0.00	502.41	0.00	502.41
01 2230 237 000	Tech Coord. Increase Retirement Contributions	0.00	172.79	0.00	172.79
01 2230 352 001	Network Wiring	7,350.00	0.00	0.00	7,350.00
01 2230 382 001	HS Distant Learning Connection	1,072.46	0.00	0.00	1,072.46
01 2230 382 003	Elem Distant Learning Connection	1,072.46	0.00	0.00	1,072.46
01 2310 330 000	BOARD PROFESSIONAL DEVELOPMENT	267.00	0.00	0.00	267.00
01 2310 520 000	BOE Insurance	0.00	0.00	0.00	0.00
01 2310 540 000	BOE Advertising	235.05	989.79	0.00	1,224.84
01 2320 105 000	Superintendent Salary	12,870.00	12,870.00	0.00	25,740.00
01 2320 215 000	Superintendent BCBS, Vision, Life, Denta	2,367.66	2,367.66	0.00	4,735.32
01 2320 225 000	Superintendent FICA	986.06	988.01	1.95	1,972.12
01 2320 235 000	Superintendent Retirement	945.95	945.95	0.00	1,891.90
01 2320 237 000	Superintendent Inc Retire Contributions	325.33	325.33	0.00	650.66
01 2320 330 000	Superintendent Professional Development	89.00	240.00	0.00	329.00
01 2320 580 000	Superintendent Travel	0.00	0.00	0.00	0.00
01 2320 610 000	SUPERINTENDENT OFFICE SUPPLIES	937.92	95.00	0.00	1,032.92
01 2320 810 000	Superintendent Dues and Fees	40.00	0.00	0.00	40.00
01 2330 317 000	District Legal Services	0.00	1,462.50	0.00	1,462.50
01 2410 110 001	HS Principal Secretary Salary	3,411.73	3,092.90	0.00	6,504.63
01 2410 110 003	Elem Principal Secretary Salary	3,408.55	3,022.21	0.00	6,430.76
01 2410 111 001	HS Principal Salary	9,056.67	9,056.67	0.00	18,113.34
01 2410 111 003	Elem Principal Salary	8,000.00	8,000.00	0.00	16,000.00
01 2410 130 001	Overtime for HS Secretary	381.72	71.08	0.00	452.80
01 2410 130 003	Overtime for Elem Secretary	167.59	33.35	0.00	200.94
01 2410 210 001	HS Secretary Principal Insurance	507.54	450.87	0.00	958.41
01 2410 210 003	Elem Secretary Principal Insurance	508.04	452.25	0.00	960.29
01 2410 211 001	HS Principal Insurance	2,381.78	2,381.78	0.00	4,763.56
01 2410 211 003	Elem Principal Insurance	38.46	38.46	0.00	76.92
01 2410 220 001	HS Secretary Principal FICA	274.55	242.04	15.71	500.88
01 2410 220 003	Elem Secretary Principal FICA	258.27	233.74	15.31	476.70
01 2410 221 001	HS Principal FICA	689.30	695.27	5.97	1,378.60
01 2410 221 003	Elem Principal FICA	633.34	633.34	0.00	1,266.68
01 2410 230 001	HS Secretary Principal Retirement	278.82	232.55	0.00	511.37
01 2410 230 003	Elem Secretary Principal Retirement	262.85	224.59	0.00	487.44
01 2410 231 001	HS Principal Retirement	665.67	665.67	0.00	1,331.34
01 2410 231 003	Elem Principal Retirement	588.00	588.00	0.00	1,176.00

Regular; Beginning Month 10/2024; Processing Month 10/2024

**Fund: 01 GENERAL FUND**

		<u>Beginning Balance</u>	<u>Debits</u>	<u>Credits</u>	<u>Ending Balance</u>
01 2410 237 001	HS Principal Inc Retirement Contribution	324.82	308.91	0.00	633.73
01 2410 237 003	Elem Principal Inc Retire Contributions	292.61	279.46	0.00	572.07
01 2410 281 003	Elem Principal CASH-IN-LIEU Med Ins	250.00	250.00	0.00	500.00
01 2410 330 001	HS Principal Professional Development	115.00	0.00	0.00	115.00
01 2410 333 003	Elem Principal Mileage	1,080.00	0.00	0.00	1,080.00
01 2410 580 001	HS Principal Travel Expenses	0.00	390.41	0.00	390.41
01 2410 580 003	Elem Principal Travel Expenses	0.00	410.18	0.00	410.18
01 2410 610 001	HS Principal Supplies	445.98	29.39	0.00	475.37
01 2410 610 003	Elem Principal Supplies	2,106.97	394.97	394.97	2,106.97
01 2410 734 001	HS Principal Computer Hardware	0.00	2,699.00	0.00	2,699.00
01 2490 810 000	DUES AND FEES	0.00	0.00	0.00	0.00
01 2510 110 000	BUSINESS MANAGER/HR/PAYROLL SALARY	7,666.56	7,360.50	0.00	15,027.06
01 2510 130 000	Overtime for Business Manager	1,308.83	574.36	0.00	1,883.19
01 2510 210 000	Superintendent Secretary Insurance	40.41	36.31	0.00	76.72
01 2510 220 000	Superintendent Secretary FICA	689.04	609.17	0.00	1,298.21
01 2510 230 000	Superintendent Secretary Retirement	659.67	583.22	0.00	1,242.89
01 2510 237 000	Super Secretary Inc Retire Contributions	226.87	200.60	0.00	427.47
01 2510 310 000	Employee Assistant Program	2,918.00	0.00	0.00	2,918.00
01 2510 330 000	EMPLOYEE TRAINING & DEVELOPMENT SERVICES	0.00	240.00	0.00	240.00
01 2510 382 001	HS Telephone	362.74	261.24	0.00	623.98
01 2510 382 003	Elem Telephone	70.82	71.02	0.00	141.84
01 2510 440 000	Superintendent Copier/Mail Lease	0.00	142.53	0.00	142.53
01 2510 531 001	HS Postage	500.00	0.00	0.00	500.00
01 2510 580 000	TRAVEL EXPENSES	0.00	0.00	0.00	0.00
01 2510 610 000	CENTRAL OFFICE SUPPLIES	340.96	331.97	0.00	672.93
01 2510 810 000	DUES AND FEES	150.00	350.50	0.00	500.50
01 2510 890 000	Superintendent Secretary Misc. Expenses	746.80	1,211.80	0.00	1,958.60
01 2610 110 001	HS Custodian Salary	7,925.21	4,738.89	0.00	12,664.10
01 2610 110 003	Elem Custodian Salary	5,457.60	4,076.40	0.00	9,534.00
01 2610 116 000	Maintenance Director	6,583.33	6,583.33	0.00	13,166.66
01 2610 130 001	OVERTIME for Custodial	53.17	0.00	0.00	53.17
01 2610 130 003	OVERTIME for Custodial	51.96	16.20	0.00	68.16
01 2610 210 001	HS Custodian Insurance	184.85	5.68	0.00	190.53
01 2610 210 003	Elem Custodian Insurance	5.61	5.48	0.00	11.09
01 2610 211 000	TEACHER BCBS, LIFE, VISION, DENTAL INSURANCE	1.05	1.05	0.00	2.10
01 2610 216 000	Professional Staff	27.68	27.68	0.00	55.36
01 2610 220 001	HS Custodian FICA	606.16	362.85	0.00	969.01
01 2610 220 003	Elem Custodian FICA	421.49	310.17	0.00	731.66
01 2610 221 000	FICA	19.20	19.20	0.00	38.40
01 2610 226 000	Professional Staff	505.38	505.38	0.00	1,010.76
01 2610 230 001	HS Custodian Retirement	586.98	348.62	0.00	935.60
01 2610 230 003	Elem Custodian Retirement	404.96	298.00	0.00	702.96
01 2610 236 000	Professional Staff	483.87	483.87	0.00	967.74
01 2610 237 000	Increase Retirement Contributions	166.41	166.41	0.00	332.82
01 2610 237 001	HS Custodian In Retire Contributions	201.85	119.88	0.00	321.73
01 2610 237 003	Elem Custodian Inc Retirement Contributions	139.27	102.49	0.00	241.76
01 2610 281 000	CASH-IN-LIEU MEDICAL INSURANCE	250.00	250.00	0.00	500.00
01 2610 290 001	HS Custodian LTD	14.41	0.00	0.00	14.41
01 2610 290 003	Elem Custodian LTD	15.22	14.23	0.00	29.45
01 2610 410 001	HS Water & Sewer	3,812.31	4,045.02	0.00	7,857.33

Regular; Beginning Month 10/2024; Processing Month 10/2024

**Fund: 01 GENERAL FUND**

		<u>Beginning Balance</u>	<u>Debits</u>	<u>Credits</u>	<u>Ending Balance</u>
01 2610 410 003	Elem Water & Sewer	5,197.22	2,030.07	0.00	7,227.29
01 2610 431 001	HS Upkeep of Building	1,610.00	1,864.42	0.00	3,474.42
01 2610 431 003	Elem Upkeep of Building	94.00	1,372.38	0.00	1,466.38
01 2610 520 001	HS Building Insurance	0.00	0.00	0.00	0.00
01 2610 520 003	Elem Building Insurance	0.00	0.00	0.00	0.00
01 2610 610 001	HS Custodian Supplies	5,583.78	2,822.82	0.00	8,406.60
01 2610 610 003	Elem Custodian Supplies	16,264.31	794.25	0.00	17,058.56
01 2610 621 001	HS Utilities	12,294.94	13,185.39	0.00	25,480.33
01 2610 621 003	Elem Utilities	7,706.51	9,912.56	0.00	17,619.07
01 2620 420 001	HS Cleaning Service	10,395.00	11,740.00	0.00	22,135.00
01 2620 420 003	Elem Cleaning Service	8,179.00	10,132.00	0.00	18,311.00
01 2620 431 001	HS Repairs & Maintenance	0.00	2,483.14	0.00	2,483.14
01 2620 431 003	Elem Repairs & Maintenance	3,109.40	631.85	0.00	3,741.25
01 2620 720 001	HS Building Improvements	0.00	0.00	0.00	0.00
01 2630 431 001	CARE & UPKEEP OF FB FIELD	2,694.40	35.67	0.00	2,730.07
01 2650 431 000	Vehicle Repairs & Maintenance	1,674.63	0.00	0.00	1,674.63
01 2650 520 000	Vehicle Insurance	0.00	0.00	0.00	0.00
01 2650 610 000	Vehicle Supplies	0.00	0.00	0.00	0.00
01 2650 626 000	Vehicle Gasoline	0.00	0.00	0.00	0.00
01 2660 340 000	Security Service	0.00	0.00	0.00	0.00
01 2660 610 000	Security Supplies	0.00	18.01	0.00	18.01
01 2710 110 000	Bus Driver Regular Ed Salary	12,360.24	18,585.77	0.00	30,946.01
01 2710 150 000	Phone Stipend	40.00	40.00	0.00	80.00
01 2710 210 000	Bus Driver Regular Ed Insurance	8.41	164.72	0.00	173.13
01 2710 220 000	Bus Driver Regular Ed FICA	946.03	1,422.62	0.47	2,368.18
01 2710 230 000	Bus Driver Regular Ed Retirement	579.26	816.19	0.00	1,395.45
01 2710 237 000	Bus Increase Retire Contributions	199.21	280.70	0.00	479.91
01 2710 330 000	BUS PROFESSIONAL DEVEOPMENT	230.00	0.00	0.00	230.00
01 2710 520 000	Bus Insurance	166.00	0.00	0.00	166.00
01 2710 610 000	BUS SUPPLIES	0.00	380.19	0.00	380.19
01 2710 626 000	Bus Gas and Oil	4,786.49	5,268.54	0.00	10,055.03
01 2710 890 000	Bus Misc. Expenses	333.00	230.00	0.00	563.00
01 2712 110 000	Bus Driver Sped Salary	2,815.85	3,295.55	0.00	6,111.40
01 2712 112 000	PARAEDUCATORS SALARY	654.73	1,438.57	0.00	2,093.30
01 2712 112 003	Bus Driver Sped Salary	0.00	57.49	0.00	57.49
01 2712 210 000	Bus Driver Sped Insurance	0.56	0.75	0.00	1.31
01 2712 212 003	SPED Bus Para Insurance	0.00	0.19	0.00	0.19
01 2712 220 000	Bus Driver Sped FICA	215.46	252.13	0.00	467.59
01 2712 222 000	PARA FICA	50.09	110.07	0.00	160.16
01 2712 222 003	PARA FICA	0.00	4.39	0.04	4.35
01 2712 230 000	Bus Driver Sped Retirement	207.00	242.25	0.00	449.25
01 2712 232 003	PARAEDUCATOR RETIREMENT	0.00	4.23	0.00	4.23
01 2712 237 000	SPED Bus Inc Retire Contributions	71.19	83.33	0.00	154.52
01 2712 237 003	Increase Retirement Contributions	0.00	1.45	0.00	1.45
01 2720 111 000	Transportation Monitoring Services	299.92	299.92	0.00	599.84
01 2720 211 000	TEACHER BCBS, LIFE, VISION, DENTAL INSUR	100.16	99.45	0.00	199.61
01 2720 221 000	TEACHER/PROFESSIONAL FICA	22.81	23.04	0.22	45.63
01 2720 231 000	TEACHER RETIREMENT	22.04	22.04	0.00	44.08
01 2720 237 000	Increase Retirement Contributions	7.59	7.58	0.00	15.17
01 2730 431 000	BUS & VEHICLE SERVICING & MAINTENANCE	2,832.43	23,565.08	0.00	26,397.51
01 2900 610 001 2	Commencement	0.00	0.00	0.00	0.00
01 3100 110 000	Food Service Salary	0.00	19,875.02	19,875.02	0.00
01 3100 130 000	OVERTIME for Food Services	0.00	306.89	306.89	0.00

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**Fund: 01 GENERAL FUND**

		<u>Beginning Balance</u>	<u>Debits</u>	<u>Credits</u>	<u>Ending Balance</u>
01 3100 210 000	NON - INSTRUCTIONAL INSURANCE	0.00	842.37	842.37	0.00
01 3100 220 000	Food Service FICA	0.00	1,544.09	1,544.09	0.00
01 3100 230 000	Food Service Retirement	0.00	1,329.50	1,329.50	0.00
01 3100 237 000	Food Service Inc Retire Contributions	0.00	457.24	457.24	0.00
01 3300 110 003	Rec Program Salary	3,234.35	3,457.82	0.00	6,692.17
01 3300 210 003	Rec Program Insurance	16.47	0.00	0.00	16.47
01 3300 220 003	Rec Program FICA	213.69	210.32	0.00	424.01
01 3300 230 003	Rec Program Retirement	205.83	202.07	0.00	407.90
01 3300 237 003	REC Inc Retirement Contributions	70.77	69.50	0.00	140.27
01 3300 610 003	Rec Program Supplies	1,056.08	16.86	0.00	1,072.94
01 3535 610 000	HAL Supplies	0.00	0.00	0.00	0.00
01 3540 110 003	Preschool Para/Bus Driver/Custodian Sala	8,593.75	8,376.64	0.00	16,970.39
01 3540 111 003	Preschool Teacher/Principal Salary	4,042.40	2,343.60	0.00	6,386.00
01 3540 130 003	Overtime - PreK	2.56	0.54	0.00	3.10
01 3540 211 003	Preschool Teacher/Principal Insurance	1,238.20	926.74	0.00	2,164.94
01 3540 220 003	Preschool Para/Bus Driver/Custodian FICA	656.03	640.84	1.57	1,295.30
01 3540 221 003	Preschool Teacher/Principal FICA	325.67	199.11	2.88	521.90
01 3540 230 003	Preschool Para/BD/custodian RETIREMENT	541.95	540.60	0.00	1,082.55
01 3540 231 003	Preschool Teacher/Principal Retirement	297.12	172.25	0.00	469.37
01 3540 237 003	Preschool Inc Retire Contributions	288.58	245.16	0.00	533.74
01 3540 281 003	Preschool Teacher CASH-IN-LIEU MED. INS	250.00	250.00	0.00	500.00
01 3551 610 001	CAREER EDUCATION SUPPLIES	1,923.85	520.96	0.00	2,444.81
01 3552 610 000	SCHOOL SAFETY AND SECURITY ACT	0.00	33.99	0.00	33.99
01 6200 111 003	Title 1 Teacher Salary	0.00	4,045.50	0.00	4,045.50
01 6200 112 003	Title 1 Para Salary	0.00	1,130.27	0.00	1,130.27
01 6200 211 003	Title 1 Teacher Insurance	0.00	806.28	0.00	806.28
01 6200 221 003	Title 1 Teacher FICA	0.00	310.57	0.00	310.57
01 6200 222 003	Title 1 Para FICA	0.00	86.45	0.00	86.45
01 6200 231 003	Title 1 Teacher Retirement	0.00	297.35	0.00	297.35
01 6200 232 003	Title 1 Para RETIREMENT	0.00	83.07	0.00	83.07
01 6200 237 003	Title 1 Inc Retirement Contributions	0.00	130.83	0.00	130.83
01 6200 610 003	Title 1 Supplies	234.02	0.00	0.00	234.02
01 6406 111 003	IDEA Preschool Teacher Salary	312.48	312.48	0.00	624.96
01 6406 211 003	IDEA Preschool Teacher Insurance	1.42	1.79	0.00	3.21
01 6406 221 003	IDEA Preschool Teacher FICA	23.99	23.99	0.00	47.98
01 6406 231 003	IDEA Preschool Teacher Retirement	22.97	22.97	0.00	45.94
01 6406 237 003	Increase Retirement Contributions	7.90	7.90	0.00	15.80
01 6408 111 000	IDEA BIRTH-4 TEACHER SALARY	3,901.42	2,667.22	0.00	6,568.64
01 6408 111 003	SALARIES OF TEACHERS/PROFESSIONAL STAFF	1,010.60	2,204.10	0.00	3,214.70
01 6408 112 003	IDEA ENROLLMENT/POVERTY PARA SALARY	2,825.30	2,657.87	0.00	5,483.17
01 6408 211 000	IDEA BIRTH-4 TEACHER INSURANCE	464.11	456.16	0.00	920.27
01 6408 211 003	TEACHER BCBS, LIFE, VISION, DENTAL INSRU	309.21	316.75	0.00	625.96
01 6408 221 000	IDEA BIRTH-4 TEACHER FICA	298.68	204.75	0.81	502.62
01 6408 221 003	TEACHER/PROFESSIONAL FICA	76.64	169.20	1.00	244.84
01 6408 222 003	IDEA ENROLLMENT/POVERTY PARA FICA	216.14	203.33	0.00	419.47
01 6408 231 000	IDEA BIRTH-4 TEACHER RETIREMENT	286.75	196.04	0.00	482.79
01 6408 231 003	TEACHER RETIREMENT	74.28	162.01	0.00	236.29

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**Fund: 01 GENERAL FUND**

		<u>Beginning Balance</u>	<u>Debits</u>	<u>Credits</u>	<u>Ending Balance</u>
01 6408 232 003	IDEA ENROLLMENT/POVERTY PARA RETIREMENT	207.66	195.35	0.00	403.01
01 6408 237 000	Increase Retirement Contributions	98.62	67.42	0.00	166.04
01 6408 237 003	Increase Retirement Contributions	96.96	122.91	0.00	219.87
01 6408 320 000	IDEA Part B Birth-4 Pre-diagnosis	1,297.11	1,589.62	0.00	2,886.73
01 6408 320 003	PREK PROFESSIONAL EDUCATIONAL SERVICES	405.00	141.75	0.00	546.75
01 6408 591 000	EARLY CHILDHOOD SERVICES ESU/DISTRICT	0.00	160.56	0.00	160.56
01 6408 591 003	PREK PURCHASED SERVICE FROM ESU/DISTRICT	0.00	160.56	0.00	160.56
01 6998 111 000	Mental Health Grant	0.00	0.00	0.00	0.00
01 6998 610 000	MENTAL HEALTH GENERAL SUPPLIES	12,471.36	1,657.75	0.00	14,129.11
01 8000 912 000	FUND TRANSFERS TO LUNCH FUND	81.54	196.15	0.00	277.69
	Total: Expenditure	986,254.80	921,423.84	33,208.00	1,874,470.64
	Total: 01	11,881,212.34	2,820,457.39	2,516,727.51	12,770,946.14

Regular; Beginning Month 10/2024; Processing Month 10/2024

**Fund: 02 Depreciation**

		<u>Beginning Balance</u>	<u>Debits</u>	<u>Credits</u>	<u>Ending Balance</u>
<b>Current Assets</b>					
02 101	CASH	333,719.45	85.03	0.00	333,804.48
	Total: Current Assets	333,719.45	85.03	0.00	333,804.48
<b>Fund Balance</b>					
02 704	FUND BALANCE	333,719.45	0.00	85.03	333,804.48
	Total: Fund Balance	333,719.45	0.00	85.03	333,804.48
<b>Revenue</b>					
02 1510	INTEREST ON INVESTMENTS	85.01	0.00	85.03	170.04
	Total: Revenue	85.01	0.00	85.03	170.04
	Total: 02	667,523.91	85.03	170.06	667,779.00

Regular; Beginning Month 10/2024; Processing Month 10/2024

**Fund: 03 Employee Benefit Fund**

		<u>Beginning Balance</u>	<u>Debits</u>	<u>Credits</u>	<u>Ending Balance</u>
<b>Current Assets</b>					
03 101	CASH	20,281.09	5.17	0.00	20,286.26
03 106	SAVINGS CERTIFICATES	20,000.00	0.00	0.00	20,000.00
	Total: Current Assets	40,281.09	5.17	0.00	40,286.26
<b>Fund Balance</b>					
03 704	FUND BALANCE	40,281.09	0.00	5.17	40,286.26
	Total: Fund Balance	40,281.09	0.00	5.17	40,286.26
<b>Revenue</b>					
03 1510	INTEREST ON INVESTMENTS	5.17	0.00	5.17	10.34
	Total: Revenue	5.17	0.00	5.17	10.34
	Total: 03	80,567.35	5.17	10.34	80,582.86

Regular; Beginning Month 10/2024; Processing Month 10/2024

**Fund: 05 Activity Fund**

		<u>Beginning Balance</u>	<u>Debits</u>	<u>Credits</u>	<u>Ending Balance</u>
<b>Current Assets</b>					
05 101	CASH	252,959.31	40,226.24	44,402.13	248,783.42
	Total: Current Assets	252,959.31	40,226.24	44,402.13	248,783.42
<b>Fund Balance</b>					
05 704 0001	ATHLETICS	75,902.36	14,720.46	5,306.00	66,487.90
05 704 0002	ANNUAL	6,145.17	0.00	0.00	6,145.17
05 704 0003	BAND	675.05	1,923.90	3,669.02	2,420.17
05 704 0004	ELEMENTARY UNIT	12,423.21	4,600.17	0.00	7,823.04
05 704 0005	STUDENT COUNCIL	5,766.01	365.00	946.00	6,347.01
05 704 0006	FFA	18,756.64	7,224.51	7,525.22	19,057.35
05 704 0007	HIGH SCHOOL UNIT	2,273.89	155.20	0.00	2,118.69
05 704 0008	LIFE SKILLS	378.72	87.60	153.75	444.87
05 704 0009	FCCLA	3,249.99	372.10	2,567.00	5,444.89
05 704 0010	MISC ACCOUNT	4,400.46	778.52	0.00	3,621.94
05 704 0011	ART CLUB	1,983.43	714.64	44.71	1,313.50
05 704 0012	NATIONAL HONOR SOCIETY	1,506.42	0.00	0.00	1,506.42
05 704 0013	SPEECH	243.38	0.00	0.00	243.38
05 704 0014	1ST GRADE	677.58	0.00	0.00	677.58
05 704 0015	BOYS BASKETBALL	1,308.41	0.00	0.00	1,308.41
05 704 0016	CONCESSIONS	2,960.92	4,869.04	7,788.66	5,880.54
05 704 0017	GIRLS BASKETBALL	2,336.00	0.00	0.00	2,336.00
05 704 0019	INTEREST	1,024.34	0.00	21.75	1,046.09
05 704 0020	VIDEO BOARD FUND	14,296.00	0.00	27.85	14,323.85
05 704 0021	HS TRACK	5,925.72	0.00	0.00	5,925.72
05 704 0022	FIELDS SCHOLARSHIP	4,063.80	0.00	0.00	4,063.80
05 704 0023	CROSS COUNTRY	2,541.31	440.21	354.00	2,455.10
05 704 0024	INDUSTRIAL ARTS SHOP	1,510.05	107.58	133.00	1,535.47
05 704 0025	LIBRARY	1,189.40	0.00	0.00	1,189.40
05 704 0026	PARTY GROUP	769.76	0.00	0.00	769.76
05 704 0027	CLASS OF 2024	406.75	0.00	0.00	406.75
05 704 0028	MUSICAL/DRAMA	12,478.24	88.76	0.00	12,389.48
05 704 0029	WRESTLING	2,046.03	0.00	0.00	2,046.03
05 704 0030	GENERAL FUND REIMBURSEMENT	(2,012.58)	503.86	2,336.72	(179.72)
05 704 0031	ELEM STUDENT COUNCIL	1,246.67	0.00	0.00	1,246.67
05 704 0032	WEIGHTS	1,050.86	0.00	0.00	1,050.86
05 704 0033	VOLLEYBALL ACCOUNT	2,573.88	635.49	1,100.00	3,038.39
05 704 0034	IMPREST FUND	2,000.00	0.00	0.00	2,000.00
05 704 0036	CHEERLEADING	6,172.44	290.00	35.00	5,917.44
05 704 0037	BENNET BACK-PACK PROGRAM	1,369.66	0.00	0.00	1,369.66
05 704 0039	FAMILY PASSES	8,865.00	0.00	290.00	9,155.00
05 704 0040	STUDENT FEES	7,920.00	0.00	0.00	7,920.00
05 704 0041	QUIZ BOWL	560.08	0.00	0.00	560.08
05 704 0042	JR HIGH BASKETBALL	236.00	0.00	1,004.00	1,240.00
05 704 0043	PANTHER STORE	4,064.85	187.50	0.00	3,877.35
05 704 0048	CHESS CLUB	286.16	0.00	0.00	286.16
05 704 0049	SHOW CHOIR/CHOIR	1,844.65	0.00	530.20	2,374.85
05 704 0050	CHROMEBOOK INSURANCE	7,237.32	0.00	0.00	7,237.32
05 704 0051	GOLF	167.15	0.00	41.62	208.77
05 704 0052	CIRCLE OF FRIENDS	1,379.13	0.00	0.00	1,379.13
05 704 0054	UNIFIED SPORTS	589.87	0.00	0.00	589.87
05 704 0055	FOOTBALL	4,667.41	859.60	251.86	4,059.67
05 704 0056	ASPIRE ACADEMY	3,141.17	366.97	298.86	3,073.06
05 704 0057	CHICK-FIL-A GRANT/PLAYGROUND	1,050.00	0.00	0.00	1,050.00
05 704 0058	CLASS OF 2025	4,231.05	0.00	0.00	4,231.05

Regular; Beginning Month 10/2024; Processing Month 10/2024

<b>Fund: 05</b>	<b>Activity Fund</b>	<u>Beginning Balance</u>	<u>Debits</u>	<u>Credits</u>	<u>Ending Balance</u>
05 704 0059	CLASS OF 2026	991.00	0.00	0.00	991.00
05 704 0060	CLASS OF 2027	806.58	0.00	0.00	806.58
05 704 0061	CLASS OF 2028	716.58	0.00	0.00	716.58
05 704 0062	CLASS OF 2029	929.57	0.00	0.00	929.57
05 704 0063	HOSPITALITY FUND	3,270.77	0.00	500.00	3,770.77
05 704 0064	CLASS OF 2030	365.00	0.00	0.00	365.00
05 704 0065	JR HIGH VOLLEYBALL	0.00	138.15	138.15	0.00
05 704 0066	GIRLS WRESTLING REVENUE	0.00	0.00	190.00	190.00
<b>Total: Fund Balance</b>		<b>252,959.31</b>	<b>39,429.26</b>	<b>35,253.37</b>	<b>248,783.42</b>
<b>Revenue</b>					
05 1710 0001	ATHLETIC ADMISSIONS REVENUE	5,326.15	0.00	4,806.00	10,132.15
05 1790 0001	OTHER ACTIVITY REVENUE	20.00	0.00	500.00	520.00
05 1790 0002	ANNUAL REVENUE	100.00	0.00	0.00	100.00
05 1790 0003	BAND REVENUE	675.00	0.00	3,669.02	4,344.02
05 1790 0004	ELEMENTARY PRINCIPAL REVENUE	100.00	0.00	0.00	100.00
05 1790 0005	STUDENT COUNCIL REVENUE	0.00	0.00	946.00	946.00
05 1790 0006	FFA REVENUE	2,654.00	0.00	7,525.22	10,179.22
05 1790 0008	LIFE SKILLS REVENUE	290.84	0.00	153.75	444.59
05 1790 0009	FCCLA REVENUE	1,245.21	0.00	2,567.00	3,812.21
05 1790 0010	MISC ACCOUNT REVENUE	200.00	0.00	0.00	200.00
05 1790 0011	ART CLUB REVENUE	509.21	0.00	44.71	553.92
05 1790 0016	CONCESSIONS REVENUE	6,401.76	0.00	7,788.66	14,190.42
05 1790 0019	INTEREST REVENUE	23.72	0.00	21.75	45.47
05 1790 0020	VIDEO BOARD FUND	0.00	0.00	27.85	27.85
05 1790 0023	CROSS COUNTRY REVENUE	1,061.00	0.00	354.00	1,415.00
05 1790 0024	INDUSTRIAL ARTS SHOP REVENUE	0.00	0.00	133.00	133.00
05 1790 0025	LIBRARY REVENUE	10.00	0.00	0.00	10.00
05 1790 0030	GENERAL FUND REIMBURSEMENT REVENUE	2,813.07	0.00	2,336.72	5,149.79
05 1790 0031	ELEM STUDENT COUNCIL REVENUE	22.84	0.00	0.00	22.84
05 1790 0033	VOLLEYBALL REVENUE	50.00	0.00	1,100.00	1,150.00
05 1790 0036	CHEERLEADING REVENUE	35.00	0.00	35.00	70.00
05 1790 0037	BENNET BACK-PACK PROGRAM REVENUE	22.83	0.00	0.00	22.83
05 1790 0039	FAMILY PASSES REVENUE	8,865.00	0.00	290.00	9,155.00
05 1790 0040	STUDENT FEES REVENUE	8,000.00	0.00	0.00	8,000.00
05 1790 0042	JR HIGH BASKETBALL REVENUE	0.00	0.00	1,004.00	1,004.00
05 1790 0049	SHOW CHOIR/CHOIR REVENUE	919.30	0.00	530.20	1,449.50
05 1790 0050	CHROMEBOOK INSURANCE REVENUE	105.00	0.00	0.00	105.00
05 1790 0051	GOLF REVENUE	25.00	0.00	0.00	25.00
05 1790 0056	ASPIRE ACADEMY REVENUE	241.15	0.00	298.86	540.01
05 1790 0058	CLASS OF 2025	82.22	0.00	0.00	82.22
05 1790 0059	CLASS OF 2026	131.00	0.00	0.00	131.00
05 1790 0063	HOSPITALITY FUND	0.00	0.00	500.00	500.00
05 1790 0065	JR HIGH VOLLEYBALL	0.00	0.00	138.15	138.15
05 1790 0066	GIRLS WRESTLING REVENUE	0.00	0.00	190.00	190.00
<b>Total: Revenue</b>		<b>39,929.30</b>	<b>0.00</b>	<b>34,959.89</b>	<b>74,889.19</b>
<b>Expenditure</b>					
05 2900 610 000 0 001	ATHLETIC EXPENSE	7,654.40	14,720.46	0.00	22,374.86
05 2900 610 000 0 002	ANNUAL EXPENSE	8,639.40	0.00	0.00	8,639.40
05 2900 610 000 0 003	BAND EXPENSE	0.00	1,923.90	0.00	1,923.90
05 2900 610 000 0 004	ELEMENTARY PRINCIPAL EXPENSE	93.40	4,600.17	0.00	4,693.57
05 2900 610 000 0 005	STUDENT COUNCIL EXPENSE	1,015.79	365.00	0.00	1,380.79
05 2900 610 000 0 006	FFA EXPENSE	2,091.00	7,224.51	0.00	9,315.51

Regular; Beginning Month 10/2024; Processing Month 10/2024

<b>Fund: 05</b>	<b>Activity Fund</b>		<u>Beginning Balance</u>	<u>Debits</u>	<u>Credits</u>	<u>Ending Balance</u>
05 2900 610 000 0 007	HIGH SCHOOL PRINCIPAL EXPENSE		98.40	155.20	0.00	253.60
05 2900 610 000 0 008	LIFE SKILLS EXPENSE		268.83	87.60	0.00	356.43
05 2900 610 000 0 009	FCCLA EXPENSE		280.63	372.10	0.00	652.73
05 2900 610 000 0 010	MISC. ACCOUNT EXPENSE		0.00	778.52	0.00	778.52
05 2900 610 000 0 011	ART CLUB EXPENSE		0.00	714.64	0.00	714.64
05 2900 610 000 0 016	CONCESSION EXPENSE		8,527.00	4,869.04	0.00	13,396.04
05 2900 610 000 0 023	CROSS COUNTRY		0.00	440.21	0.00	440.21
05 2900 610 000 0 024	INDUSTRIAL ARTS SHOP EXPENSE		0.00	107.58	0.00	107.58
05 2900 610 000 0 025	LIBRARY EXPENSE		0.00	0.00	0.00	0.00
05 2900 610 000 0 028	MUSICAL/DRAMA EXPENSE		0.00	88.76	0.00	88.76
05 2900 610 000 0 030	GENERAL FUND REIMBURSEMENT EXPENSE		2,336.72	503.86	0.00	2,840.58
05 2900 610 000 0 032	WEIGHTS EXPENSE		0.00	0.00	0.00	0.00
05 2900 610 000 0 033	VOLLEYBALL EXPENSE		771.02	635.49	0.00	1,406.51
05 2900 610 000 0 036	CHEERLEADING EXPENSE		5,073.70	290.00	0.00	5,363.70
05 2900 610 000 0 040	STUDENT FEES EXPENSE		80.00	0.00	0.00	80.00
05 2900 610 000 0 043	PANTHER STORE		6,863.15	187.50	0.00	7,050.65
05 2900 610 000 0 049	SHOW CHOIR/CHOIR EXPENSE		0.00	0.00	0.00	0.00
05 2900 610 000 0 050	CHROMEBOOK INSURANCE EXPENSE		18,430.00	0.00	0.00	18,430.00
05 2900 610 000 0 051	GOLF EXPENSE		502.25	0.00	41.62	460.63
05 2900 610 000 0 055	FOOTBALL		3,420.91	859.60	251.86	4,028.65
05 2900 610 000 0 056	ASPIRE ACADEMY		335.34	366.97	0.00	702.31
05 2900 610 000 0 058	CLASS OF 2025		0.00	0.00	0.00	0.00
05 2900 610 000 0 063	HOSPITALITY FUND		2,729.23	0.00	0.00	2,729.23
05 2900 610 000 0 065	JR HIGH VOLLEYBALL		0.00	138.15	0.00	138.15
	Total: Expenditure		69,211.17	39,429.26	293.48	108,346.95
	Total: 05		615,059.09	119,084.76	114,908.87	680,802.98

Regular; Beginning Month 10/2024; Processing Month 10/2024

**Fund: 06 LUNCH FUND**

		<u>Beginning Balance</u>	<u>Debits</u>	<u>Credits</u>	<u>Ending Balance</u>
<b>Current Assets</b>					
06 101	CASH	209,577.58	19,250.14	58,615.87	170,211.85
	Total: Current Assets	209,577.58	19,250.14	58,615.87	170,211.85
<b>Fund Balance</b>					
06 704	FUND BALANCE	209,577.58	58,615.87	19,250.14	170,211.85
	Total: Fund Balance	209,577.58	58,615.87	19,250.14	170,211.85
<b>Revenue</b>					
06 1510	INTEREST ON INVESTMENTS	19.86	0.00	16.21	36.07
06 1620	DAILY SALES OF BREAK/LUNCH/MILK	17,098.56	0.00	18,876.22	35,974.78
06 3150	STATE REIMBURSEMENT(OF NUTRITION PROG)	11,430.63	0.00	0.00	11,430.63
06 5200	TRANSFER OF FUNDS	0.00	0.00	196.15	196.15
06 5690	OTHER NON-REVENUE RECEIPTS	43.56	0.00	47.55	91.11
	Total: Revenue	28,592.61	0.00	19,136.13	47,728.74
<b>Expenditure</b>					
06 3100 110 000	SALARIES TO NON-INSTRUCTIONAL EMPLOYEES	18,531.26	20,181.91	0.00	38,713.17
06 3100 290 000	LUNCH PROGRAM EMPLOYEE BENEFITS	4,169.81	4,132.14	0.00	8,301.95
06 3100 330 000	LUNCH TRAINING & DEVELOPMENT SERVICES	0.00	150.00	0.00	150.00
06 3100 333 000	MILEAGE PAID TO STAFF	0.00	45.56	0.00	45.56
06 3100 431 000	Lunch Repairs and Maintenance	0.00	1,794.98	0.00	1,794.98
06 3100 570 000	LUNCH PROGRAM SUPPLIES AND MATERIALS	0.00	58.26	0.00	58.26
06 3100 610 000	LUNCH SUPPLIES	1,613.77	2,248.33	0.00	3,862.10
06 3100 630 000	LUNCH PROGRAM FOOD EXPENSES	32,517.59	29,632.89	114.01	62,036.47
06 3100 810 000	DUES AND FEES	336.04	341.85	0.00	677.89
06 3100 890 000	LUNCH PROGRAM MISC. EXPENSES	931.64	29.95	0.00	961.59
	Total: Expenditure	58,100.11	58,615.87	114.01	116,601.97
	Total: 06	505,847.88	136,481.88	97,116.15	504,754.41

Regular; Beginning Month 10/2024; Processing Month 10/2024

**Fund: 07 2021 REFINANCED (2016) A & B BONDS**

		<u>Beginning Balance</u>	<u>Debits</u>	<u>Credits</u>	<u>Ending Balance</u>
<b>Current Assets</b>					
07 101	CASH	609,539.56	29,265.36	290.84	638,514.08
07 101 1300	CASH	700,506.60	0.00	0.00	700,506.60
07 900	Cash County Treasurer	364,353.79	0.00	0.00	364,353.79
	Total: Current Assets	1,674,399.95	29,265.36	290.84	1,703,374.47
<b>Fund Balance</b>					
07 704	FUND BALANCE	1,674,399.95	290.84	29,265.36	1,703,374.47
	Total: Fund Balance	1,674,399.95	290.84	29,265.36	1,703,374.47
<b>Revenue</b>					
07 1100	LOCAL PROPERTY TAXES	165,800.71	290.84	29,000.05	194,509.92
07 1115	CARLINE TAXES	0.00	0.00	22.28	22.28
07 1140	Interest Levied Tax	75.71	0.00	84.17	159.88
07 1510	INTEREST	126.38	0.00	158.86	285.24
07 3130	HOMESTEAD EXEMPTION	1,608.63	0.00	0.00	1,608.63
	Total: Revenue	167,611.43	290.84	29,265.36	196,585.95
	Total: 07	3,516,411.33	29,847.04	58,821.56	3,603,334.89

Regular; Beginning Month 10/2024; Processing Month 10/2024

**Fund: 08 Special Building Fund**

		<u>Beginning Balance</u>	<u>Debits</u>	<u>Credits</u>	<u>Ending Balance</u>
<b>Current Assets</b>					
08 101	CASH - FARMER & MERCHANTS BANK	807,849.50	7,269.86	59.68	815,059.68
08 101 1400	CASH	4,754,680.34	0.00	0.00	4,754,680.34
08 101 1600	CASH	9,889.97	0.00	0.00	9,889.97
08 106	SAVINGS CERTIFICATES	50,000.00	0.00	0.00	50,000.00
08 106 1	SAVINGS CERTIFICATES	512,922.15	0.00	0.00	512,922.15
08 900	Cash County Treasurer	37,376.22	0.00	0.00	37,376.22
Total:	Current Assets	6,172,718.18	7,269.86	59.68	6,179,928.36
<b>Fund Balance</b>					
08 704	FUND BALANCE	6,172,718.18	59.68	7,269.86	6,179,928.36
Total:	Fund Balance	6,172,718.18	59.68	7,269.86	6,179,928.36
<b>Revenue</b>					
08 1100	LOCAL PROPERTY TAXES	37,343.14	59.68	7,177.67	44,461.13
08 1115	CARLINE TAXES	4.38	0.00	4.14	8.52
08 1140	Interest Levied Tax	28.96	0.00	19.14	48.10
08 1510	INTEREST on CD'S AND INVESTMENTS	66.39	0.00	68.91	135.30
08 9000	NON-PROGRAM RECEIPTS	3.36	0.00	0.00	3.36
Total:	Revenue	37,446.23	59.68	7,269.86	44,656.41
Total:	08	12,382,882.59	7,389.22	14,599.40	12,404,513.13

Regular; Beginning Month 10/2024; Processing Month 10/2024

**Fund: 09 Qualified Capital Purpose Fund**

		<u>Beginning Balance</u>	<u>Debits</u>	<u>Credits</u>	<u>Ending Balance</u>
<b>Current Assets</b>					
09 101	CASH	286,321.03	4,331.68	43.05	290,609.66
	Total: Current Assets	286,321.03	4,331.68	43.05	290,609.66
<b>Other Assets</b>					
09 900	Cash County Treasurer	22,327.77	0.00	0.00	22,327.77
	Total: Other Assets	22,327.77	0.00	0.00	22,327.77
<b>Fund Balance</b>					
09 704	FUND BALANCE	308,648.80	43.05	4,331.68	312,937.43
	Total: Fund Balance	308,648.80	43.05	4,331.68	312,937.43
<b>Revenue</b>					
09 1100	LOCAL PROPERTY TAXES	22,305.39	43.05	4,276.42	26,538.76
09 1115	CARLINE TAXES	2.61	0.00	2.47	5.08
09 1140	Interest Levied Tax	19.48	0.00	28.30	47.78
09 1510	INTEREST ON INVESTMENTS	22.99	0.00	24.49	47.48
09 5690	OTHER NON-REVENUE RECEIPTS	(46.53)	0.00	0.00	(46.53)
	Total: Revenue	22,303.94	43.05	4,331.68	26,592.57
	Total: 09	639,601.54	4,417.78	8,706.41	652,467.43

Regular; Beginning Month 10/2024; Processing Month 10/2024

**Fund: 13      2022 Bond**

		<u>Beginning Balance</u>	<u>Debits</u>	<u>Credits</u>	<u>Ending Balance</u>
<b>Current Assets</b>					
13 101	CASH	897,438.80	32,805.66	327.04	929,917.42
	Total: Current Assets	897,438.80	32,805.66	327.04	929,917.42
<b>Fund Balance</b>					
13 704	FUND BALANCE	897,438.80	327.04	32,805.66	929,917.42
	Total: Fund Balance	897,438.80	327.04	32,805.66	929,917.42
<b>Revenue</b>					
13 1100	LOCAL PROPERTY TAXES	196,694.20	327.04	32,456.42	228,823.58
13 1115	CARLINE TAXES	25.78	0.00	24.38	50.16
13 1140	Interest Levied Tax	148.40	0.00	247.42	395.82
13 1510	INTEREST ON INVESTMENTS	63.82	0.00	77.44	141.26
	Total: Revenue	196,932.20	327.04	32,805.66	229,410.82
	Total: 13	1,991,809.80	33,459.74	65,938.36	2,089,245.66

Regular; Beginning Month 10/2024; Processing Month 10/2024

**Fund: 14 RIVERSTONE BANK - CONSTRUCTION**

		<u>Beginning Balance</u>	<u>Debits</u>	<u>Credits</u>	<u>Ending Balance</u>
<b>Current Assets</b>					
14 101	CASH	3,130,339.78	10,915.65	781,105.02	2,360,150.41
	Total: Current Assets	3,130,339.78	10,915.65	781,105.02	2,360,150.41
<b>Fund Balance</b>					
14 704	FUND BALANCE	3,130,339.78	781,105.02	10,915.65	2,360,150.41
	Total: Fund Balance	3,130,339.78	781,105.02	10,915.65	2,360,150.41
<b>Revenue</b>					
14 1510	INTEREST ON INVESTMENTS	15,523.20	0.00	10,915.65	26,438.85
	Total: Revenue	15,523.20	0.00	10,915.65	26,438.85
<b>Expenditure</b>					
14 2610 720 000	BUILDINGS	1,639,863.76	781,105.02	0.00	2,420,968.78
	Total: Expenditure	1,639,863.76	781,105.02	0.00	2,420,968.78
	Total: 14	7,916,066.52	1,573,125.69	802,936.32	7,167,708.45

Regular; Beginning Month 10/2024; Processing Month 10/2024

**Fund: 16 RIVERSTONE BANK - SPECIAL BUILDING**

		<u>Beginning Balance</u>	<u>Debits</u>	<u>Credits</u>	<u>Ending Balance</u>
<b>Current Assets</b>					
16 101	CASH	6,936.95	781,204.02	782,218.08	5,922.89
	Total: Current Assets	6,936.95	781,204.02	782,218.08	5,922.89
<b>Fund Balance</b>					
16 704	FUND BALANCE	6,936.95	782,218.08	781,204.02	5,922.89
	Total: Fund Balance	6,936.95	782,218.08	781,204.02	5,922.89
<b>Revenue</b>					
16 5200	TRANSFERS	1,639,863.76	0.00	781,105.02	2,420,968.78
	Total: Revenue	1,639,863.76	0.00	781,105.02	2,420,968.78
<b>Expenditure</b>					
16 4500 610 000	GENERAL SUPPLIES	287,929.02	297,512.40	99.00	585,342.42
16 4500 720 000	BUILDINGS	1,354,887.76	484,661.26	0.00	1,839,549.02
16 4500 810 000	DUES AND FEES	0.00	44.42	0.00	44.42
	Total: Expenditure	1,642,816.78	782,218.08	99.00	2,424,935.86
	Total: 16	3,296,554.44	2,345,640.18	2,344,626.12	4,857,750.42



**Expenditure Report by Function/Object -  
Summary**

11/07/2024 09:58 AM

Regular; Processing Month 11/2024; Fund Number 01

User ID: LAP

Function Number	Revised Budget	Expended During Month	Expenditures to Date	% of Budget	Balance at EOM	A/ P Outstanding	P/ O Outstanding	Unencumbered Balance	
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	
4590	ARRA: STATE FISCAL STAB FUNDS NON-SPEC	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	
4690	OTHER FED NON-CAT EXPENDITURES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
6200	TITLE 1 IMPROVING PROGRAMS FEDERAL SERVI	84,210.00	341.28	7,465.62	8.87	76,744.38	0.00	76,744.38	
6310	NCLB TITLE II PART A	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
6330	REAP GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
6406	IDEA PRESCHOOL	12,660.00	0.00	737.89	5.83	11,922.11	0.00	11,922.11	
6408	IDEA ENROLLMENT/POVERTY	174,820.00	2,628.50	25,870.77	14.80	148,949.23	0.00	148,949.23	
6411	IDEA EARLY INTERVENING SERVICES	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	
6418	IDEA Part B PEAK Projects	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
6421	ESU SCHOOL PSYCHOLOGY	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
6422	IDEA ARP AGES 3-5	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
6423	NONPUBLIC IDEA ARP	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
6690	OTHER FEDERAL NON-CAT EXPENDITURES	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	
6810	TITLE 1, ESSA ACCOUNTABILITY IMPROVING	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	
6990	OTHER FEDERAL CATEGORY PROGRAMS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
6992	REAP	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
6996	COVID-19	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	30.66	(30.66)	
6998	ESSER III	15,000.00	3,180.00	17,309.11	115.39	(2,309.11)	0.00	(2,309.11)	
8000	TRANSFERS (OUTGOING)	250,000.00	106.80	384.49	0.15	249,615.51	0.00	249,615.51	
9000	NON-PROGRAM EXPENDITURES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
01	GENERAL FUND	11,263,409.00	328,436.49	2,202,907.13	19.92	9,060,501.87	0.00	41,104.18	9,019,397.69

**Expenditure Report by Function/Object -  
Summary**

11/07/2024 09:58 AM

Regular; Processing Month 11/2024; Fund Number 01

User ID: LAP

Function Number	Revised Budget	Expended During Month	Expenditures to Date	% of Budget	Balance at EOM	A/ P Outstanding	P/ O Outstanding	Unencumbered Balance
Grand Total:	11,263,409.00	328,436.49	2,202,907.13	19.92	9,060,501.87	0.00	41,104.18	9,019,397.69



**District OR-1 Public Schools  
Board of Education  
Public Comment Request Document**

If a patron attending the board meeting would like to speak, we ask that they fill out this Public Comment document. Please include your name and address on the provided card.

Name: \_\_\_\_\_

District Resident: \_\_\_\_\_ Yes \_\_\_\_\_ No: \_\_\_\_\_

Address \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Organization Represented (if any): \_\_\_\_\_

Agenda Item or specific topic area for public comment: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Additional Notes:**

- Each individual's comments will be limited to five minutes.
- Please note that the Board cannot discuss or act upon matters that are not listed on the agenda. Therefore, Board members will not respond to your comments or questions.
- If you wish to request that an item be placed on a future Board agenda, you may contact the Superintendent during normal business hours.
- Also, note that concerns related to school personnel need to be addressed to the Superintendent using the approved district protocol.

**Please note:** *LB 83 requires any member of the public desiring to address the board to identify himself or herself, including an address and the name of any organization represented by such person. This address requirement can be waived to protect the security of the individual.*

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

Date of Public Comment: \_\_\_\_\_

# ***District OR-1 Thanksgiving Food Drive***

## ***November 4th-November 8th***

Organized by Palmyra High School National Honor Society

**Thanksgiving meal donations will go to the Bennet-Palmyra Backpack Program to ensure that no family is without a Thanksgiving meal.**

**Donations of high-need items will go to the Western Otoe County Food Pantry for distribution within our community.**

### **Points System**

Thanksgiving Dinner Basket Items:

- 1 can of corn = 2 points
- 1 can of green beans = 2 points
- 1 can of cranberry sauce = 3 points
- 1 can of gravy = 4 points
- 1 box of stuffing = 4 points

High-Need Items

- 1 Bar of Soap = 2 points
- 1 multi-pack or canister of Hot Chocolate = 4 points
- 1 Large Bottle of Juice = 5 points
- 1 box of crackers = 6 points
- 1 box of breakfast cereal = 7 points
- 1 Bottle of Body Wash = 9 points
- 1 container of Coffee = 10 points
- 1 12 count package of Toilet Paper = 15 points
- 1 Bottle of Laundry Detergent = 18 points
- Monetary Donations: 1 Dollar = 1 point

### **Collection Points:**

***Palmyra High School***

***Bennet Elementary***

**District OR-1 Goal:**

***5000 points***

**District OR-1 Prize:**

***1:00 Dismissal***

***November 26th***

# VALUE UP

You're invited to an evening event where Mike Donahue will share key principles from his book, *Talking to Brick Walls*.

This presentation explores effective strategies for overcoming communication barriers and fostering understanding among individuals of all ages. By addressing the challenges and pressures young people face today, Mike will provide valuable insights that can help promote a positive and supportive culture within schools and communities alike.

Palmyra High School Commons  
November 4, 2024  
6pm-7pm

Pizza and childcare will be provided.  
Please RSVP here:





District OR 1 Bennet Elementary and Palmyra High School staff and students would like to invite our area Veterans to a special breakfast on Monday, November 11th, 2024 at Palmyra High School West Gym at 8:15 AM. Please enter through the

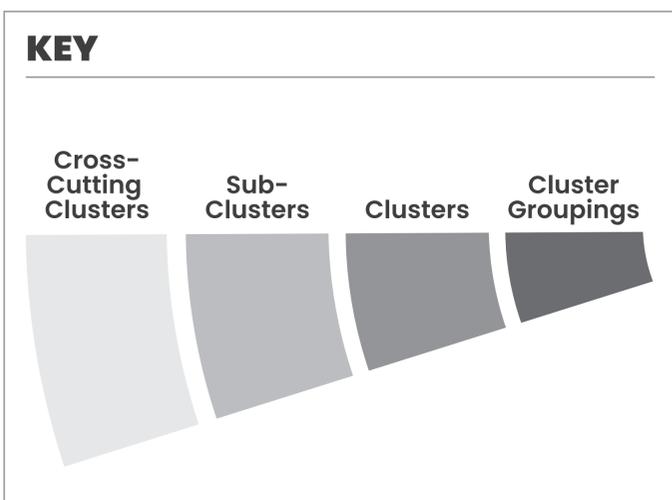
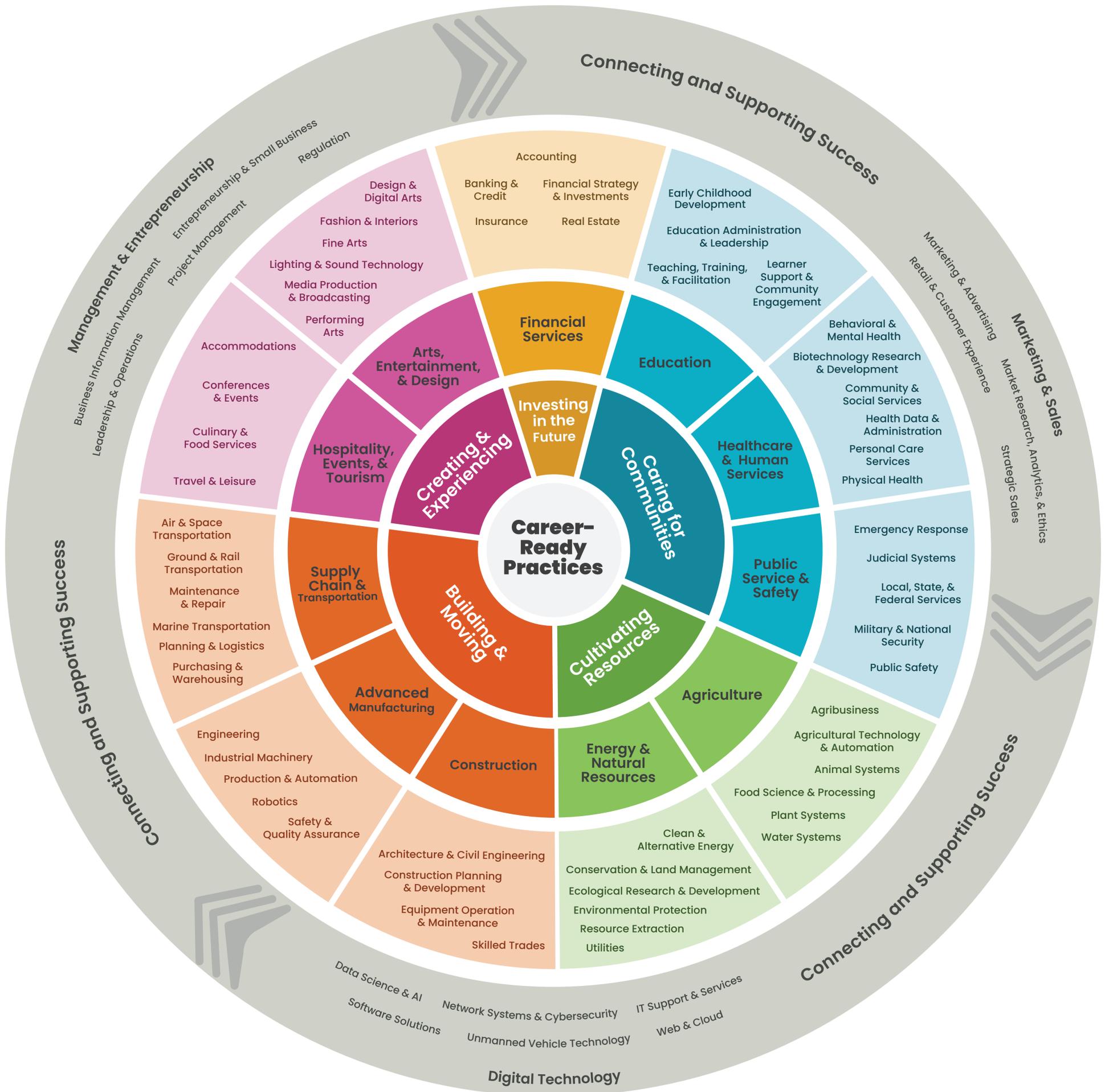
West doors, Patriotic Program beginning at 9:00 AM with Bennet Singers and PHS Choir performing followed by a guest speaker. Look on the District OR1 webpage/Facebook page for information regarding live streaming.

Elementary Students may attend with parent permission and have an excused absence. Transportation for students attending the assembly with a Veteran will not be provided by District OR-1 and is the parent's responsibility.

If you would also like to honor a veteran for Veteran's Day, please use the following link to nominate your veteran.

[Veteran Nomination](#)

# The National Career Clusters<sup>®</sup> Framework



## **November Activities Board Report**

### **Fall HS Activities Complete:**

CC-State Qualifiers: Erin Chambers, Hailey Hengtgen, Bettie Chambers, Bella Chambers, Kara Dunkin, Owen Ramaekers and Gannon Hubbard.

FB- Finished 0-9.

VB-Finished 20-10.

JH Girls WR underway-12 girls participating

JH BBB-26 participants as of 1<sup>st</sup> practice

HS BBB/GBB/WR—Practice starts Nov. 18<sup>th</sup>

Home One Act Nov. 8<sup>th</sup>

Host ECNC One Act November 19<sup>th</sup> @ PHS (8 Conference schools)

Marching Band-State Champions-1A Division

Poultry Division-Gold medalists at Nationals





Palmyra

November, 2024

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					<p><b>12:15pm</b> National Honor Society Roadside Clean Up  <b>6:00pm-8:00pm</b> Cheer Practice @ Palmyra High School Garden Level Weight Room</p>	<p><b>TBD</b> Volleyball-Varsity <b>TBD vs. TBD</b>  <b>10:00am-6:00pm</b> Flag Football Game @ Palmyra High School Grass Football Field  <b>4:00pm-8:00pm</b> Post Prom Craft Fair Set Up @ <u>Multiple Locations</u></p>
<p><b>8:00am-6:00pm</b> Post Prom Craft Fair @ <u>Multiple Locations</u>  <b>6:00pm</b> Football Team Banquet @ Palmyra High School East Commons</p>	<p><b>9:00am-2:30pm</b> Life Skills Sportsmanship Rally @ Pinnacle Bank Arena  <b>11:30am</b> BOWL-JV/Varsity <b>Malcolm</b> @ Sun Valley Lanes  <b>3:45pm-4:30pm</b> Value Up Staff Assembly @ Palmyra High School East Commons  <b>5:15pm-6:00pm</b> Value Up Community Assembly Meal @ Palmyra High School East Commons  <b>6:00pm-8:00pm</b> Cheer Practice @ Palmyra High School Garden Level Weight Room  <b>6:00pm-7:00pm</b> Value Up Community Assembly @ Palmyra High School East Commons</p>	<p><b>7:00am-7:45am</b> Value Up Staff Assembly @ Palmyra High School Main West Gym  <b>8:15am-9:15am</b> Value Up Student Assembly @ Palmyra High School Main West Gym  <b>9:30am-10:30am</b> Value Up Student Assembly @ Palmyra High School Main West Gym  <b>10:45am-11:30am</b> Value Up Student Assembly @ Palmyra High School Main West Gym  <b>1:00pm-6:00pm</b> FFA/FCCLA Blood Drive @ Palmyra High School  <b>1:00pm-1:25pm</b> Value Up Student Assembly @ Bennet Elementary  <b>1:30pm-2:15pm</b> Value Up Student Assembly @ Bennet Elementary  <b>6:00pm-8:00pm</b> Cheer Practice @ Palmyra High School Garden Level Weight Room</p>	<p><b>6:00pm-7:15pm</b> Special Olympics Basketball Practice @ Palmyra High School East Gym  <b>6:00pm</b> Cross Country Team Banquet @ Palmyra High School East Commons</p>	<p><b>4:30pm</b> Wrestling-G/JH <b>Auburn</b> @ Auburn High School  <b>6:00pm-8:00pm</b> Cheer Practice @ Palmyra High School Garden Level Weight Room  <b>6:00pm-7:30pm</b> Youth Basketball Tryouts @ Palmyra High School Aux East Gym</p>	<p>FCCLA District Leadership Conference @ Peru State College  <b>7:00pm</b> One Act Home Performance @ Palmyra High School Main West Gym</p>	
<p><b>4:00pm-6:00pm</b> Teammates Corn Hole Tournament @ <u>Multiple Locations</u></p>	<p>ECNC Honor Choir @ Weeping Water High School  <b>9:00am</b> Veterans Day Program @ Palmyra High School Main West Gym  <b>1:00pm</b> ECNC Vocal Clinic @ Weeping Water High School  <b>6:00pm-8:00pm</b> Cheer Practice @ Palmyra High School Garden Level Weight Room</p>	<p><b>4:00pm</b> BOWL-JV/Varsity <b>Syracuse</b> @ Arbor Lanes Nebraska City  <b>6:00pm-8:00pm</b> Cheer Practice @ Palmyra High School Garden Level Weight Room</p>	<p><b>7:45am</b> FCCLA Chapter Meeting @ Palmyra High School  <b>6:00pm-7:15pm</b> Special Olympics Basketball Practice @ Palmyra High School Aux East Gym</p>	<p><b>6:00pm-8:00pm</b> Cheer Practice @ Palmyra High School Garden Level Weight Room</p>		

<p>17</p> <p><b>2:00pm</b> Wrestling-G/JH <b>Weeping Water vs. Multiple Schools vs. Weeping Water @ Weeping Water High School</b> <b>2:00pm</b> BOWL-JV/Varsity <b>Auburn vs. Multiple Schools vs. Auburn @ Lanes End Bowling Alley</b> <b>6:00pm-8:00pm</b> Cheer Practice @ Palmyra High School Garden Level Weight Room</p>	<p>18</p> <p>No School-Staff Collaborative PD/WD <b>9:00am-4:00pm</b> ECNC One Act Play @ Palmyra High School <b>6:00pm-8:00pm</b> Cheer Practice @ Palmyra High School Garden Level Weight Room</p>	<p>19</p> <p>NMEA All State Choir &amp; Band <b>6:00pm-7:15pm</b> Special Olympics Basketball Practice @ Palmyra High School Aux East Gym</p>	<p>20</p> <p>NMEA All State Choir &amp; Band <b>4:00pm</b> BOWL-JV/Varsity <b>Johnson County Central @ Harvest Bowl</b> <b>6:00pm-8:00pm</b> Cheer Practice @ Palmyra High School Garden Level Weight Room</p>	<p>21</p> <p>NMEA All State Choir &amp; Band <b>1:00pm</b> 5th &amp; 6th Grade Quiz Bowl Tournament @ Bennet Elementary <b>2:30pm</b> Wrestling-G/JH <b>Falls City @ Falls City High School</b></p>	<p>22</p> <p><b>8:30am</b> Basketball-B/JH <b>Raymond Central @ Raymond Central High School</b></p>	<p>23</p>
<p>24</p> <p><b>TBD</b> Basketball-B/JH <b>TBD vs. TBD</b> <b>3:45pm-6:00pm</b> Post Prom Cookie Dough Pick Up @ Palmyra High School East Commons <b>6:15pm</b> Elementary K-2 Winter Concert @ Palmyra High School Main West Gym <b>7:15pm</b> Elementary 3rd-4th Winter Concert @ Palmyra High School Main West Gym</p>	<p>25</p> <p><b>5:45pm</b> Basketball-G/Varsity <b>Diller-Odell @ Diller Odell HS</b> <b>6:00pm-8:00pm</b> Cheer Practice @ Palmyra High School Garden Level Weight Room <b>7:15pm</b> Basketball-B/Varsity <b>Diller-Odell @ Diller Odell HS</b></p>	<p>26</p> <p>No School Thanksgiving Break <b>8:00am-10:00am</b> Cheer Practice @ Palmyra High School Garden Level Weight Room</p>	<p>27</p> <p>No School Thanksgiving Break</p>	<p>28</p> <p>No School Thanksgiving Break</p>	<p>29</p> <p>No School Thanksgiving Break</p>	<p>30</p>

## **November 11th, 2024 Principal's Board Report:**

- October 21st-25th PHS and Bennet students celebrated Red Ribbon Week and making positive choices. The students enjoyed all the fun dress-up days to promote healthy and positive choices organized by the PHS and 5<sup>th</sup> grade Student Council members.
- On Tuesday, November 5th, we had a guest speaker, Mike Donahue, speak with K-12 students about the challenges for today's youth. We also had two staff workshops and a parent/ community session. Overall, we had great feedback from parents and students about the message that was shared.
- Monday, November 13<sup>th</sup> is World Kindness Day. Bennet Elementary students will be participating in a kindness activity on ways to be kind.
- November 19th is the staff inservice. CPI, ELA curriculum, and staff evaluations are just a few things that will be on the agenda.
- On Monday, November 4th, Mike Donahue met with staff and parents for the Value Up presentation. On Tuesday, November 5th, we had a guest speaker, Mike Donahue, speak with K-12 students about the challenges for today's youth. We also had two staff workshops and a parent/ community session. Overall, we had great feedback from parents and students about the message that was shared.
- Mr. Johnson has begun to meet with students for the Principal's Student Advisory team. There are a total of 8 groups (1 group at each lunch) and they meet monthly.
  - Some items that have been brought up:
    - Noise in the 2nd Floor Bathroom
    - Remodeling old bathrooms
    - Passing period times
    - Lunch Portion Sizes

## **Student Services Report**

**Monday, November 11th, 2024**

1. HAL criteria/policy will be changing within the state early this next year. We will need to change our policy to align with the state requirements due to funding.
  
2. Inservice time has been spent reviewing the new ELA curriculum samples with a committee of preK-12 staff, administration and ESU Staff. We have narrowed it down to three curriculums and will be analyzing these very closely over the next couple of months. Our goal is to make a recommendation in late March.
  
3. The November professional development day will have time devoted to looking at Social Studies Standards, new Health Standards, Math Curriculum implementation discussion, Reading Curriculum analyzation and CPI training for staff (Nonviolent Crisis Intervention training-de escalation training, regulation skills for students, etc.)



**District OR-1 Public Schools**  
**2024 Board of Education: Committee Assignments:**

*Updated: January 10, 2024*

- **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 makes 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

**Committee on American Civics Meeting:**

**Wednesday, October 30th, 2024: 12:00 p.m. at Palmyra High School**

*Please note that this is a public meeting and the meeting notice was posted and published per NDE state standards.*

**Committee Members Invited:**

- **Taylor Baumert:** High School Social Studies and PE Teacher
- **Dean Busch:** District OR-1 Board Member
- **Linde Walter:** Director of Student Programs
- **Jaimi Calfee:** District OR-1 Board Member
- **Jared Haag:** Elementary Principal
- **Michael Hart:** Superintendent
- **Heath Johnson:** High School Principal
- **Mark Kotik:** High School Social Studies Teacher
- **Dee Moore:** District OR-1 Board Member

**Agenda for the Meeting:**

- **Current and Relevant Social Studies Topics**
  - Current Events Discussion
  - Election Day and Sample Ballot
  - Sample Citizenship Test
- **Seniors and Board Attendance:**
  - Origin and Feedback
  - Community Service and Volunteerism Opportunities
- **Elementary School Social Studies Update**
- **Controversial Topics Instruction and Policies Review: #6390 and 6391**
- **AI and the impact on the classroom**
- **Upcoming Legislative Themes: January - May 2025**
  - Free Speech
  - Academic Transparency
  - Property Tax Reductions
  - Local Control
  - Transgender Student Rights: Sports and Safe Spaces

**Next Meeting**

- The next meeting of this committee is scheduled for **Wednesday, February 19th, 2025 at 12:00 p.m.** at Palmyra High School.
  - *Please note that this will not be a public meeting.*

**Meeting Adjournment**

- The meeting was adjourned at: \_\_\_\_\_

InstructionControversial Issues

Controversial issues exist where there are sharp differences of opinion concerning an idea or a line of action. In order that students may develop intelligent attitudes and understandings concerning significant aspects of living, they should be afforded opportunities within the classroom to deal with such issues to the extent appropriate for their level of maturity and the educational mission of the District.

In considering such issues, it shall be the purpose of our schools to provide students the opportunity:

1. To study controversial issues concerning which the students, at their level of maturity, should have begun to form an opinion or to seek information about.
2. To have access to all relevant, educationally appropriate information, including the materials that circulate freely in the community.
3. To study under competent instruction in an atmosphere of freedom from bias and prejudice.
4. To form, and in an appropriate manner and in appropriate forum, to express the students' own judgments on controversial issues.
5. To recognize that reasonable compromise is often an important facet in decision making in our society.
6. To respect the opinions of others.

Date of Adoption: February 13, 2017  
Date of Review: November 8, 2021

InstructionControversial Issues in the Classroom

The following administrative and teaching regulations are to be observed:

For Principals:

1. Remind teachers that we do not teach controversial issues, but rather opportunities for their study.

For Teachers:

1. Deal with controversial topics as impartially and objectively as possible. Do not intrude your own biases.
2. Handle all such topics in a manner suited to the range of knowledge, maturity, and competence of your students.
3. Have teaching materials dealing with all possible aspects of the topics readily available.
4. Do not manufacture an issue. Take up only those that are current and real.
5. Do not expect or require that individual students or the class reach an agreement.
6. Whenever you are in doubt about the advisability of taking up a given "hot" topic, consult with your Principal and or/Superintendent.
7. Remember that the policy of the board is designed to protect you as well as your students from unfair or inconsiderate criticism whenever your students are studying a controversial subject.

Date of Adoption: February 13, 2017  
Date of Review: November 8, 2021

**District OR-1**  
**Strategic Plan Prioritization Summary Draft:**  
**For Board Retreat Discussion:**

Created July, 12, 2023

Reviewed: June 3, 2024

**1) Guiding Principle I: Culture and Connectedness:**

***Goal: Develop and sustain a healthy, respectful, caring, and safe learning environment for students, faculty, staff, and community for long-term improvements to support effective collaboration and positive connections with all stakeholders.***

Creating opportunities for students and staff to establish and maintain a district culture that emphasizes the importance of respect, acceptance, social-emotional, mental health well-being, and school pride is vital to the success of students and staff of District OR-1.

- **Strategy 1.4: Foster a positive working partnership with parents/guardians and community members to improve and sustain effective and purposeful communications to establish a positive culture for the benefit of student success.**
- **Strategy 1.1: Implement a plan that enables all students and staff to connect through a culture that embraces accountability, inspires excellence, and promotes learning.**
- Strategy 1.3: Create a district culture that builds unity, between the Bennet and Palmyra communities, and ownership of our shared vision of “community ownership and responsibility.”
- Strategy 1.2: Establish a common school climate assessment and other opportunities to improve school culture and climate.

**Possible Action Steps:**

1. *Create a committee of internal and external stakeholders to identify opportunities that exist in the community and communicate with the business leaders regarding possible opportunities for students.*
2. *Encourage and sustain open dialogue with staff to address any obstacles as they arise.*
3. *Incorporate Positive Behavior Interventions and Supports districtwide.*
4. *Study and adopt a school climate assessment program for District OR-1.*

**2) Guiding Principle III: Student Learning Opportunities**

***Goal: To ensure diversified learning experiences for all students through expanded learning opportunities, college, career, and technical training curriculum, high-quality instruction, and learning that accelerate the growth of each student.***

Comprehensive and diverse learning experiences are critical to student growth. By offering diverse experiences (i.e., AP, HAL, STEM, CTE, non-athletic choices, etc.) students will be able

to achieve greater success. Furthermore, enhancing expanded learning opportunities will help foster students' problem-solving abilities to prepare for their future successes.

Relevant curriculum and effective instructional methods are critical to student learning and support District OR-1 goals and objectives that focus on achievement and provide for the needs of all students. Through vertical and horizontal alignment of consistent curriculum standards and expectations, the district promotes effective transitions for students at each grade and level throughout the PK-12 system.

- **Strategy 3.1: Set high expectations to ensure the integrity, quality, and rigor of the curriculum to provide diverse learning opportunities for the students at District OR-1.**
- Strategy 3.4: Challenge and engage students in learning experiences that enable personal growth and learning success.
- Strategy 3.3: Build district resource capacities that include the community, students, families, college/universities, and industries working together for college credit and readiness, academic growth, and overall diversity of curricular offerings.
- Strategy 3.2: Create improvements and increase student achievement opportunities for High-Ability Learners (HAL).

### **Possible Action Steps:**

1. *Research, identify, and adopt a common curriculum in all subject areas to support consistent instruction and improved student academic learning.*
2. *Integrate career, college, and technical learning experiences throughout the district. Provide mentorships, internships, and job shadowing opportunities to support career-college readiness.*
3. *Collaborate with community partners and post-secondary institutions to explore opportunities for partnering to increase curricular offerings for students.*
4. *Provide technology resources and curriculum that support digital learning.*

### **3) Guiding Principle II: Facilities**

***Goal: To sustain effective and efficient use of resources focused on continuous improvement, expansion, and support of student learning, safe and effective learning facilities, and model fiscal responsibility.***

We aspire and are committed to providing well-maintained and safe buildings and grounds to support an environment in which students can learn and staff can perform effectively.

To ensure that we continue to meet this priority, purposeful budget, planning, and management will sustain financial stability while continuing to improve our district. We will consider the

future growth in our district, the current buildings, and the expansion of new facilities as we meet this priority.

- **Strategy 2.1: Creation of a comprehensive facilities plan to address both short term and long-term goals including, but not limited to, new construction, renovation, and maintenance of facilities, and acquiring property to meet the future needs of the district.**
- Strategy 2.3: Plan effectively to address current needs, anticipate future needs, identify clear priorities, and prudently allocate resources to support those priorities.
- Strategy 2.2: Maintain best practices of our current spaces while designing safe, secure, and flexible educational/learning facilities.

**Possible Action Steps:**

1. *Plan effectively to address current needs, anticipate future needs, identify clear priorities, and prudently allocate resources to support those priorities.*
2. *Develop a short-term and long-term facility plan to support needs and enable the district to plan in a purposeful and efficient manner. Consider existing priorities identified in the strategic plan needs analysis, including but not limited to:*
  - *Capacity to Support Enrollment*
  - *Functionality of Learning Spaces*
  - *Building Maintenance*
  - *Future School Buildings*
  - *Olson Complex*
  - *Transportation*
  - *Playground Equipment*

**4) Guiding Principle IV: Personnel Effectiveness and Staffing**

***Goal: To ensure the district provides educational leadership and highly effective staff to support our students academically, personally, and in their individual social growth, as well as building and sustaining cohesion and unity among the staff.***

Fundamental to the success of District OR-1 is the ability of the district to recruit, develop, and retain high-quality educators. Investing in their skills, knowledge, and personal expertise will advance the content and instruction districtwide.

Providing purposeful and meaningful professional development for all staff builds collaboration and ensures a cohesive and growing school community.

- Strategy 4.1: Identify and implement a plan for administration and staff members to work cooperatively, to build trust, and the capacity to establish relationships to sustain long-term improvements while working together to improve student achievement.
- **Strategy 4.3: Provide meaningful professional development and training for staff to improve student learning and teacher success.**
- **Strategy 4.5: Utilize an employee onboarding and mentoring program to train, equip, and prepare highly qualified new staff for success and retention.**
- Strategy 4.2: Recruit, develop, retain, and recognize an exceptional, highly motivated, and diverse staff to optimize student engagement and learning.
- **Strategy 4.4: Utilize a teacher evaluation system to provide timely and authentic feedback to reinforce growth and identify opportunities to refine professional skills and knowledge.**

**Possible Action Steps:**

1. *Utilize a teacher evaluation system aligned to the instructional framework to provide timely and authentic feedback to reinforce growth, identify opportunities to refine professional skills and knowledge, and create pathways for leadership succession.*
2. *Develop the capacity of staff to effectively utilize purposeful data to guide instruction, revise school strategies and interventions, assess program effectiveness, and prioritize learning needs.*
3. *Provide SPED/504 training, resources, and support to ensure all students are receiving appropriate, high-quality accommodations.*
4. *Develop an employee and mentoring program for a three-year process.*
  - a. *Year-one will focus on developing skills, knowledge, and an understanding of teacher performance;*
  - b. *Year two will focus on the growth of the teacher’s instructional knowledge and classroom management; and*
  - c. *Year three will provide purposeful focus and engagement with the building administrator to ensure the teacher is meeting the teacher performance standards of OR-1 before granting tenure.*

**5) Guiding Principle V: Board Governance:**

**Please note:** This is a board goal.

**Goal:** *To ensure the mission and vision of District OR-1 aligns to the goals, community expectations, and outcomes utilized to measure improved learning for all students.*

As the board, we will commit resources to support the long-term goals of the school district. Through evaluation, accountability, and policy, we leverage the capacity to ensure the success of our goals. Our collective voice will be represented at the state level by developing a board advocacy committee to tell our district’s story.

- **Strategy 5.2: Establish effective communication with stakeholders through actively engaging parents, students, staff, and community members with the intent to promote the district’s image, build positive working relationships, and sustain long-term partnerships that will serve education.**
- Strategy 5.3: Advocate for children, public education, learning, and equity to support improved student achievement for all students.
- Strategy 5.5: Continuously monitor the progress of district goals utilizing data to support growth and promote shared accountability for maximizing student achievement.
- Strategy 5.4: Participate in continuous and appropriate training and professional development to build shared knowledge and values.
- Strategy 5.1: Annually review the district’s vision and mission statements and progress/updates of the strategic plan to support the mission.

**Possible Action Steps:**

- Develop more effective communication methods with community stakeholders
- Enhance the use of communication platforms (social media)
- Be active in the community
- Continue to focus on the needs of all students and families.

**Summary Statement:**

*To ensure the success and implementation of the OR-1 Strategic Plan, district leadership will:*

- Assign staff to manage and oversee action steps and strategies
- Monitor and assess the implementation, making necessary and appropriate adjustments as needed
- Collect evidence to illustrate the progress/success of the implementation of the strategies
- Commit resources needed to ensure the progress and success of the plan
- Align the plan to the board’s annual calendar and monthly meeting agenda to measure the progress and success of the plan
- Communicate the progress of the plan to internal and external stakeholders annually



## DISTRICT OR-1 POLICY REVIEW SCHEDULE: 2024

Updated August 12, 2024

### Policy Review Schedule for the 2024 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 10, 2023	April 8, 2024	Completed
2000	Administration	April 10, 2023	April 8, 2024	Completed
3000	Business Operations	April 10, 2023	April 8, 2024	Completed
4000	Personnel	August 14, 2023	August 12, 2024	Completed
5000	Students	August 14, 2023	August 12, 2024	Completed
6000	Instruction	November 13, 2023	November 11, 2024	Scheduled
7000	New Construction	November 13, 2023	November 11, 2024	Scheduled
8000	Internal Board Policies	February 13, 2023	February 12, 2024	Completed
9000	Bylaws of the Board	February 13, 2023	February 12, 2024	Completed

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Diabetes Medical Management Plan

InstructionGeneral Policy Statement

The Board of Education delegates to the Superintendent the responsibility of maintaining the program of instruction and extracurricular activities.

The instructional program and extracurricular activities shall meet the accredited school system standard of the State Board of Education through the Nebraska Department of Education, Federal regulations, Nebraska School Activities Association regulations and the policies of the Board of Education.

The professional staff is responsible for the development of educational and activities programs which meet the objectives of District OR-1 Public Schools.

Date of Adoption: February 13, 2017  
Date of Review: November 8, 2021

InstructionScope of Instructional Program

- A) The District shall provide instruction suitable to the needs of all who are legally eligible to attend school in the District.
- B) Except for special types of instruction, the instructional program may be arranged in units commonly designated as grades, each grade approximately the work of one (1) year. Such a program of instruction shall be organized into schools or other administrative units as follows:
  - 1. The elementary school shall provide for the instruction of children kindergarten through sixth grade.
  - 2. The secondary school shall provide for the instruction of children in grades seven (7) through twelve (12). Within the secondary school, grades seven (7) and eight (8) may be treated as separate from grades nine (9) through twelve (12).
  - 3. Instruction appropriate to the needs of the community and individuals may be provided for adults and others beyond the age required to attend school.
  - 4. Departures from the above noted organizational plan for instruction may be made by the Superintendent upon approval of the Board of Education.

Date of Adoption: February 13, 201  
Date of Review: November 8, 2021

Instruction

The Program of Instruction

The minimum program of instruction in the schools shall be that prescribed by the statutes. The statutory curriculum may be augmented and extended to provide for the educational needs of individual pupils and differing areas in the School District.

The District shall educate staff and students about the harms of copyright piracy.

Legal Reference: Rule 10; ESSA

Date of Adoption: February 13, 2017

Date of Review: November 8, 2021

InstructionSchool Instructional Hours

District OR-1 Public Schools will have a school year consisting of at least (a) for kindergarten, the time equivalent to 400 hours; (b) for elementary grades one through grade eight, the time equivalent to 1,032 hours, and (c) for grades nine through twelve, the time equivalent to 1,080 hours.

An instructional hour shall mean a period of time at least sixty (60) minutes, which is actually used for the instruction of students.

Interruptions in the school year of the instructional hour minimums due to extracurricular activities (interscholastic sports, clubs, and contests) will be held to a minimum. All students participating in such events will be required to comply with the District's policies on student attendance for such absences to be excused, including the completion of assignments for missed classes.

The required 1,080, 1,032, and 400 instructional hour minimums shall not include the following:

1. When a school is dismissed for any reason such as tournaments or contests, parent/teacher conferences, funerals, parades, and school picnics;
2. Time scheduled for the school lunch period.

Legal Reference: Neb. Rev. Stat. § 79-101; Neb. Rev. Stat. §§ 79-211 and 79-212;  
NDE Rule 10

Date of Adoption: February 13, 2017  
Date of Review: November 8, 2021

InstructionSchool Day for Students

The school day shall be scheduled in such a way that students are given the best opportunity for their educational growth and development. The length of the day, and the arrangement of time segments within it, need not be uniform for all grade levels.

- A) The length of the school day in the secondary schools shall be no less than 380 minutes.
- B) The hours of opening and closing each type of school shall be determined by the Superintendent of Schools. The time of opening and ending the school day may be modified where transportation or other conditions justify such a change upon the authorization of the Superintendent of Schools provided that the length of school sessions are not shortened.
- C) During the school year, all schools shall be in session five (5) days a week, Monday through Friday, except upon emergency authorization of the Superintendent of Schools or during authorized school breaks.
- D) In designing the student day, the following considerations are to be met:
  - 1. The learning activities of each student are carefully guided and supervised.
  - 2. Each student has opportunities to receive individual assistance from teachers outside of the regular school day.
  - 3. Parents shall be informed of late starts or early dismissal.
  - 4. Early dismissal for student employment shall be subject to approval of the building administration. Parental or guardian permission shall precede any early dismissal for work related activities. Early dismissal of other students shall be for reasons of health, etc., and must be validated by the student's parent or guardian.
  - 5. Changes in the school day shall be subject to the approval of the Superintendent.

Date of Adoption: February 13, 2017

Date of Review: November 8, 2021

Instruction

Emergencies

All employees of the school system are responsible for promoting the safety of students.

Procedures for fire, civil defense, and other emergencies shall be maintained.

Legal Reference: Neb. Rev. Stat. § 79-706

Date of Adoption: February 13, 2017

Date of Review: November 8, 2021

InstructionFire Drills

Fire drills shall be conducted at such times and manner as is required by the State Fire Marshal.

The frequency of fire drills shall be as follows:

- at a sufficient frequency to familiarize occupants with the drill procedure as a matter of routine;
- every month in each school building in which the facility is in session;
- subject to the exception that a monthly drill may be deferred in months of severe weather, provided that the required number of annual drills is achieved and not less than four are conducted before the drills are deferred; and
- one additional drill shall be conducted within the first 30 days of a school year.

The manner of conducting fire drills shall be as follows:

- emphasis shall be on conducting an orderly evacuation, rather than speed;
- under varying conditions and at expected and unexpected times;
- participants shall relocate to a predetermined location and remain until recalled or dismissed; and
- all emergency and relocation drill alarms shall be sounded.

Crisis Plans

Crisis Plans for emergency responses and directions for tornado, evacuation, lockdown, lockout, shelter in place and fire drill activities have been developed. To be in compliance with the fire code, there are to be nine fire evacuation exercises each school year. Two tornado drills are to be exercised and two lockdown drills practiced each school year.

Since many parents may not be at home, all children and faculty will be normally retained at the school building in case of extreme emergency. The school notification system will be activated to inform parents and guardians regarding where children may be picked up at school or at the evacuation site.

Legal Reference: Neb. Rev. Stat. §79-706

Date of Adoption: February 13, 2017

Date of Review: November 8, 2021

Instruction

Emergency Dismissal or Cancellation

Except for those dates designated on the school calendar, school shall not be dismissed or canceled except by action of the Board of Education or in emergency situations as determined by the Superintendent.

Date of Adoption: February 13, 2017  
Date of Review: November 8, 2021

InstructionCeremonies, Observances, and the Pledge of Allegiance

Appropriate exercises may be held for the following: Veterans' Day, Martin Luther King Day, Presidents' Day, Flag Day, Memorial Day, and State Fire Day (the Friday before the Fire Recognition Day, which is the second Saturday in May). An educational program on the United States Constitution shall be held on September 17 every year, or in the preceding or following week if September 17 falls on a weekend or a holiday.

The flags of the United States of America and the State of Nebraska shall be prominently displayed on the school grounds on each day such school is in session. All flag displays shall be in accordance with the standards prescribed for the display of the flag of the United States of America.

Each of the District's schools shall establish a period of time during the school day, when a majority of the students are scheduled to be present, during which time students will be led in the recitation of the Pledge of Allegiance in the presence of the flag of the United States of America. Student participation in the recitation of the Pledge of Allegiance shall be voluntary. Students not participating in the recitation of the Pledge of Allegiance shall be permitted to silently stand or remain seated but shall be required to respect the rights of those students electing to participate.

Legal Reference: Neb. Rev. Stat. § 79-705; § 79-707 and 79-708; NDE Rule 10  
70 Federal Register 55507 (Constitution Day)

Date of Adoption: February 13, 2017  
Date of Review: November 8, 2021

InstructionSafe Schools Policy

It is the mission of District OR-1 Public Schools to provide a safe, secure, drug-free and welcoming environment for all students, staff and community members. The administration is authorized and directed to adopt such regulations and take such actions as determined appropriate by the board of education to advance the mission of providing safe schools. Such regulations and actions may include, but not be limited to, school security measures, such as use of metal detectors, surveillance, searches and seizures, and security officers, as well as staff training and student educational programs.

Date of Adoption: February 13, 2017  
Date of Review: November 8, 2021

Instruction

Curriculum Review Cycle

TEXTBOOK ADOPTION SCHEDULE

EVALUATION	IMPLEMENTATION	SUBJECT
2017-2018	2018-2019	Industrial Technology, FCS
2018-2019	2019-2020	Spanish
2019-2020	2020-2021	Language Arts
2020-2021	2021-2022	Science
2021-2022	2022-2023	Math and Accounting
2022-2023	2023-2024	Social Studies
2023-2024	2024-2025	Art, Music, Health 7-12, and Journalism
2024-2025	2025-2026	Repeat the cycle

- Computer tests will be purchased as needed due to the constant changing of technology.

Date of Adoption: February 13, 2017  
Date of Review: November 8, 2021

InstructionObjectives of the Instructional Program

District OR-1 Public Schools has designated as its objectives the following:

Our school shall enable each student to react to his environment as a total being by:

- A. Aiding each student in acquiring fundamental skills and knowledge that will engender in each student a sense of personal worth and direction most beneficial to himself and society. This shall be accomplished through:
  - 1. Selection and using subject matter and facilities appropriate to the development of specific skills and knowledge.
  - 2. Setting standards of achievement so that every student can experience some degree of success.
  - 3. Providing equal opportunities for all students, fully realizing that not all students have the same talents and capacities for learning.
  - 4. Finding relationships which exist among the curricular studies.
  - 5. Finding relationships which exist between the curricular studies and the extra curricular activities.
  - 6. Aiding the student to recognize the value of the past as a developmental influence on aesthetic, humanistic and creative ideals for the future.
  - 7. Recognizing scholastic achievement and marks of improvement.
  - 8. Recognizing social and civic contributions made by students.
- B. Providing an environment in which freedom is regarded as a responsibility for administrators, teachers, and students. This shall be accomplished through:
  - 1. Providing direction and substantial meaning whereby respect for each other shall be paramount and reciprocal.
  - 2. Emphasizing the necessity of respect for public and private property as well as dignity of all work.
- C. Maintaining an environment conducive to good physical and mental health. This shall be accomplished through:

1. Providing activities which have as their goal the development of physical fitness.
  2. Providing activities in which all students can experience some measure of success.
  3. Allowing for creative response through music, art, dramatics and physical education.
  4. Providing programs of specialization to meet specific needs of the student; such as speech therapy, remedial reading, guidance counseling and student health.
- D. Providing a means of public relations. This shall be accomplished through:
1. Keeping the public informed as to current happenings in all phases of the school's activities.
  2. Attempting to develop good relationships among students, teachers, administrators, parents and the community at large.
- E. Selecting for employment, administrators and teachers who have the inspiration, dedication and factual competence to put into effect the philosophy and objectives of District OR-1 Public Schools. This shall be accomplished through the auspices of the administration and the Board of Education as designated by the procedures set forth in the Board Policies of the District.
- F. Establishing a program of continuous evaluation of the entire school system that it might determine the measure of success of the philosophy and the objectives of the District. This will be accomplished through coordinating the evaluative efforts of the students, teachers, administrators, specialists, and the entire community.

Date of Adoption: February 13, 2017

Date of Review: November 8, 2021

Instruction

Curriculum - Development and Adoption

All major program adoptions and/or major course revisions shall be subject to the approval of the Board of Education.

Major program adoptions and/or major course revisions may be proposed by district-wide curriculum and/or building curriculum committees and approved, rejected or revised and approved by the Superintendent before being submitted to the Board of Education for final approval.

Date of Adoption: February 13, 2017  
Date of Review: November 8, 2021

InstructionCurriculum – Assessments (Policy No. 6211)1. State Assessments.

The District OR-1 Public School District has adopted an assessment plan and has aligned the curriculum with the state approved content standards. The assessment plan includes a schedule and procedures for assessing success in achieving state standards.

Teachers are to clearly articulate the learning targets and align instruction to the learning targets within each of the content standards. Teachers are to give students instruction on the content prior to students being assessed on each content standard in order to provide learning opportunities for all students.

The assessments are to be conducted in accordance with the assessment plan schedule. Teachers are to conduct the assessments in a manner that assures it accurately assesses whether or not students are meeting the targets outlined by the content standards.

Assessment results are to be reported by the teachers in the manner and within the time directed by the administration or designee. The assessment data is to be used to meet state standards, to provide students and parents with information about student progress, to enhance school improvement planning, and to improve instruction. The assessment data is to be evaluated by teachers to monitor student learning and to improve instruction or terminate ineffective teaching practices to ensure students are being given the opportunity to meet the standards.

2. Achieving Valid Assessments.

Educators are responsible for maintaining the integrity of the assessments to ensure that assessments provide a valid measure of student progress and accomplishments. Educators are not to engage in any practice that may result in assessment results that do not reflect student learning, knowledge, skills or abilities in the area assessed.

For purposes of this policy, student assessments include both “standardized assessments” (including state assessments, norm referenced tests, and evaluations conducted for special education eligibility) and “coursework assessments” (e.g., classroom tests, quizzes, and other evaluative tools used to assign grades).

The following specific assessment expectations and rules apply:

- a. Integrity of the Assessment Instrument. The integrity of the assessment instrument is to be maintained.
  - i. Standardized Assessments. Standardized assessment instruments are not to be made available to students at any time before the student takes the assessment. The assessment instrument is to be maintained in a secure manner.

- ii. Coursework Assessments. Coursework assessment instruments are to be periodically modified to keep the assessments current and prevent students from effectively using “test banks.” For coursework assessments that are given on a repeat basis to students at different times (e.g., a test that is given to students throughout the school day), the educator is to remind students to not share the content of the assessment with students who will be taking the assessment later.

b. Teaching for Success on Assessments.

It is appropriate for educators to prepare students to do well on assessments. This is to be accomplished in a manner that assures the assessment accurately reflects the student’s knowledge, and not simply test preparation.

- i. Teach the Content. Educators are to prepare students to do well on assessments by teaching the subject content. Educators are not to “teach to the test” by teaching based solely on the content of the assessment. The content is to be taught to the students over an appropriate amount of time prior to the assessment. “Cramming” assessment content just before the assessment is to be taken is not appropriate. Review of content previously taught is appropriate.
- ii. Practice Tests. Educators are to prepare students by teaching test taking skills independent of the subject matter being assessed. Educators are not to conduct reviews (drills) using earlier (no longer published) versions of the same test, using alternate (parallel) forms of the same published test, or using actual items from the current form of a standardized test that will be administered to students. Educators are not to conduct reviews (drills) using items of identical format (for example, multiple choice) to the exclusion of other formats.

c. Conditions for Successful Assessments.

- i. Communications. Educators are to communicate to students and parents when assessments will be administered, the purpose of the assessment and how the assessment results will be used. Educators are to motivate students to do their best on assessments. Educators are to read and be familiar with assessment administration directions in advance and communicate the rules to students accurately and clearly.
- ii. Climate. Educators are to have sufficient assessment materials available (e.g., No. 2 pencils, if needed). The classroom is to be arranged to allow comfortable seating. Distractions are to be eliminated. Educators in nearby classrooms are to be informed that the assessment is to be administered so noises from neighboring classrooms are kept at a minimum. Activities or arrangements are to be made for students who finish early so such students do not cause a distraction to other students still taking the assessment.

- iii. Security. Educators are to monitor students while administering assessments to ensure students are complying with standards of academic integrity. Students who violate standards of academic integrity are to be reported to the administration.
  
- d. Full Participation. Educators are to make efforts to have all eligible students take the assessments. The educator should develop a list of students who will be exempted from assessment and the reason for the exemption and submit the list for review and approval by the Principal.
  
- e. Assistance During Assessments.
  - i. Standardized Assessments. Educators are not to provide assistance to students while a standardized assessment is being administered except as provided for in a student's 504 Plan or IEP. This includes giving "hints," giving extra time, reading the tests to students or defining or pronouncing words for students, allowing students access to instructional material related to the content of the assessment (e.g., displaying a map during a social studies assessment) or allowing students access to mechanical aids (e.g., calculators).
  
  - ii. Coursework Assessments. For coursework assessments, students may be allowed access to instructional materials or mechanical aids only when all students being given the assessment are given the aids and use of the aids does not hinder the students from learning the content of the lesson.
  
- f. Student Answers. Assessments are to reflect the students' work as submitted by the students. During the assessments, educators are to monitor students to make sure directions are being followed (e.g., students are using a No. 2 pencil on all "bubble" sheet assessments and completely erase mistaken answers and extra marks on "bubble" sheet assessments). Educators are not to change answers on a student's assessment sheet or otherwise participate in the submission of false or misleading assessment results.

All employees are to adhere to the Nebraska Student-Centered Assessment System (NSCAS) Security Procedures and report breaches in security to Superintendent or the Superintendent's assessment designee for report to the Nebraska Department of Education. Professionalism, common sense, and practical procedures provide the framework for testing ethics.

Violations of the rules and expectations set forth in this policy will be considered to be a breach of the District's standard of ethics and may result in disciplinary consequences. Educators are to report suspected violations of the expectation to the administration. The administration is to investigate and appropriately respond to violations of the expectations.

Legal Reference: NDE Rule 10.05; NDE Rule 27.004.02H and 004.03D

Date of Adoption: February 13, 2017

Date of Revision: June 10, 2019

Date of Review: November 8, 2021



InstructionAssessments—Academic Content Standards

The Board of Education adopts the academic content standards of the State Board of Education (“State Board”). The adoption of the academic content standards includes the:

Language Arts standards that were adopted by the State Board in September, 2014;  
Mathematics standards that were approved by the State Board in September, 2015;  
Science standards that were adopted by the State Board in September, 2017; and  
Social Studies standards that were adopted by the State Board in December, 2019.

Unless other action is taken, the Board of Education adopts the standards of the State Board as such standards are subsequently adopted or amended by the State Board.

The administration shall be responsible for implementing assessments on the state standards in accordance with the procedures established by the State Board and the Department of Education, including conducting assessments in the same subject areas and the same grade levels as established in the state standards, and the reporting of scores and sub-scores.

This policy does not supersede the existing standards adopted by the Board of Education except as set forth herein.

Legal Reference: Neb. Rev. Stat. §§ 79-760 to 79-760.05

Date of Adoption: February 13, 2017

Date of Review: August 9, 2021

Date of Revision May 14, 2018

Date of Revision: November 8, 2021

InstructionReading Instruction and Improvement

The District shall develop its curriculum to facilitate reading instruction and intervention services to address student reading needs, including, but not limited to, dyslexia. In doing so, the District will ensure that all teachers for kindergarten through grade three should be effective reading teachers as evidenced by (a) evaluations based on classroom observations and student improvement on reading assessments or (b) specialized training in reading improvement. Each student and his or her parents or guardians will be informed of the student's reading progress. It is the District's intent that each student in the District be able to read at or above grade level by third grade.

For school year 2019-20 and each school year thereafter, the District shall administer an approved reading assessment three times during the school year to all students in kindergarten through grade three, except for any student receiving specialized instruction for limited English proficiency who has been receiving such instruction for less than two years, any student receiving special education services for whom such assessment would conflict with the individualized education plan, and any student receiving services under a plan pursuant to the requirements of Section 504 of the Rehabilitation Act of 1973 or Title II of the Americans with Disabilities Act, for whom such assessment would conflict with such section 504 or Title II plan. The first administration of such assessment for each such school year shall occur within the first thirty days of the school year.

Any student in kindergarten, grade one, grade two, or grade three shall be identified as having a reading deficiency if such student performs below the threshold level determined pursuant to the Reading Intervention Act. A student who is identified as having a reading deficiency pursuant to the Reading Intervention Act shall remain identified as having a reading deficiency until the student performs at or above the threshold level on an approved reading assessment. Nothing in the Nebraska Reading Improvement Act shall prohibit the District from identifying any other student as having a reading deficiency.

The District will provide a supplemental reading intervention program for the purpose of ensuring that students can read at or above grade level at the end of third grade. The District may work collaboratively with a reading specialist at the State Department of Education, with educational service units, with learning communities, or through interlocal agreements to develop and provide such supplemental reading intervention programs. Each supplemental reading intervention program shall:

- (a) Be provided to any student identified as having a reading deficiency;
- (b) Be implemented during regular school hours in addition to regularly scheduled reading instruction unless otherwise agreed to by a parent or guardian; and
- (c) Make available a summer reading program each summer for any student who has been enrolled in grade one or higher and is identified as continuing to have a reading deficiency at the conclusion of the school year preceding such summer reading program. Such summer reading

program may be held in conjunction with existing summer programs in the school district or in a community reading program not affiliated with the school district or may be offered online.

(2) The supplemental reading intervention program may also include:

- (a) Reading intervention techniques that are based on scientific research and best practices;
- (b) Diagnostic assessments to frequently monitor student progress throughout the school year and adjust instruction accordingly;
- (c) Intensive intervention using strategies to match the weaknesses identified in the diagnostic assessment:
  - (i) Development in phonemic awareness, phonics, fluency, vocabulary, and reading comprehension;
  - (ii) Explicit and systematic instruction with detailed explanations, extensive opportunities for guided practice, and opportunities for error corrections and feedback; or
  - (iii) Daily targeted individual or small-group reading intervention based on student needs as determined by diagnostic assessment data subject to planned extracurricular school activities;
- (d) Strategies and resources to assist with reading skills at home, including parent-training workshops and suggestions for parent-guided home reading; or
- (e) Access to before-school or after-school supplemental reading intervention with a teacher or tutor who has specialized training in reading intervention.

The school of any student who is identified as having a reading deficiency shall notify such student's parents or guardians either in writing or by electronic communication no later than fifteen working days after the identification of the reading deficiency that the student has been identified as having a reading deficiency and that an individual reading improvement plan will be established and shared with the parents or guardians.

Any student who is identified as having a reading deficiency shall receive an individual reading improvement plan no later than thirty days after the identification of such reading deficiency. The reading improvement plan may be created by the teacher, the principal, other pertinent school personnel, and the parents or guardians of the student and shall describe the reading intervention services the student will receive through the supplemental reading intervention program pursuant to this Policy. Each such student shall receive reading intervention services through the supplemental reading intervention program pursuant to this Policy until the student is no longer identified as having a reading deficiency.

Legal Reference: Nebraska Reading Intervention Act

Date of Adoption: July 16, 2018

Date of Review: November 8, 2021

Instruction

Experimental/Innovative Program

The professional staff of the school system is encouraged to seek improvement of the educational program of the schools.

Experimental programs and "pilot studies" must have the approval of the Superintendent.

Date of Adoption: February 13, 2017  
Date of Review: November 8, 2021

Instruction

Curriculum Guides

Curriculum pacing guides and course guides shall be prepared in harmony with the legal requirements of the state and the purposes of the program of instruction adopted by the Board.

The Superintendent or his/her designee shall have general coordinating authority over the formation of all courses of study and curriculum pacing guides and course guides.

Date of Adoption: February 13, 2017  
Date of Review: November 8, 2021

InstructionHomework

Homework is a learning activity related to the experience within the school. Its purposes are to supplement and to enrich work done in the classrooms; to provide for individual interests; and to promote competency in skills; to use resource materials; to integrate learning and to teach the proper budgeting of time. Homework should be assigned in accordance to guidance from the building administrator and superintendent of schools. Work not completed during the school day is not considered homework, but rather, the completion of assigned school work.

Date of Adoption: February 13, 2017  
Date of Review: November 8, 2021

InstructionPurpose of Homework

No hard and fast rules concerning homework can be made. Some generally accepted principles should govern the teacher in the assignment of homework.

1. There should be flexibility and differences in the assignment to individual students. These should stem from real needs and the consideration of the total education background of the individual student.
2. Homework should serve a definite purpose, to provide drill or practice on a principle or skill already taught; to provide real-life application of the matter in hand; to develop appreciation for or knowledge of community resources; or to develop the personal culture of the student.
3. Homework should be used as a technique for learning, not as "busy work."
4. Homework should not be ordinarily assigned as punishment.
5. Homework should not be used to replace or reduce supervised study, which should take place during school hours. This type of study usually achieves better results than homework.
6. Homework is more effective if a conference with the parent results in understanding of purpose and ways in which help at home can best be offered.
7. There should be a cooperative effort on the part of teachers to coordinate homework assignments so students are not overburdened with excessive quantities of homework.
8. Each teacher should teach students what to study and how to study.
9. Homework should be checked by the teacher and mistakes of students indicated for correction with individual comments wherever indicated or possible.

Date of Adoption: February 13, 2017

Date of Review: November 8, 2021

InstructionGuidance

The classroom teacher is a key figure in the guidance of youth in both the elementary and secondary schools. The counselor and teachers, by pooling their knowledge and resources, accept the students where they are and help them go as far as their potentialities permit. The students are helped to know and develop their abilities and to recognize and accept their limitations, and in this way to better understand themselves.

The guidance program includes five (5) basic services:

1. Inventory Service. Emphasis is placed upon a system of accurate and complete student records that accentuate the uniqueness of the individual students.
2. Informational Service. Information in the areas of occupational, educational and vocational guidance is made available to teachers, students and parents.
3. Counseling Service. For an effective program, all students are encouraged to seek individual counseling. Students with needs beyond that of the counseling program are encouraged to seek the services of private counseling.
4. Placement Service. This service assists students in the selection of appropriate occupations, educational institutions and work experiences.
5. Follow-up Service. A continuing follow-up of former students through surveys should be pursued in order to evaluate and improve the effectiveness of the school program.

Date of Adoption: February 13, 2017

Date of Review: November 8, 2021

InstructionField Trips

Field trips shall be considered as instruction and planned as such with definite objectives determined in advance.

Teachers or other certified personnel shall accompany pupils on all field trips and shall assume responsibility for their proper conduct.

When a field trip is made to a place of business or industry, the teacher shall insist that an employee of the host company serve as conductor.

Appropriate education experience and proper supervision shall be supplied for any pupils whose parents do not wish them to participate in a field trip.

Date of Adoption: February 13, 2017  
Date of Review: November 8, 2021

InstructionActivities

A vital component of a comprehensive education program is a properly supervised activities program. Such activities, properly supervised and kept in proper perspective, shall be maintained in the school program in order to give students opportunities for experiences not possible in classroom activities. Care and consideration should be given by educators, coaches, sponsors and parents to the amount of time these activities take students away from school during school hours or away from studies on "school nights."

Date of Adoption: February 13, 2017  
Date of Review: November 8, 2021

InstructionActivity Funds Management

School activity funds may be expended only for purposes which may benefit the student body of the school. All rules, regulations, and procedures for the conduct, operation and maintenance of extra-curricular accounts, and for the safe-guarding, accounting and auditing of all monies received and derived therefrom are to contribute to that objective.

The accounting system for managing student activity funds shall be designed to encourage the largest possible educational return to students without sacrificing the safety of funds or exposing students to undue responsibility or unnecessary routine.

Date of Adoption: February 13, 2017  
Date of Review: November 8, 2021

Instruction

Activities

School Colors

The official colors of District OR-1 Public Schools shall be red, white and blue. An additional color or colors may be used for trim, but the predominant colors shall remain red, white and blue. The mascot is Panthers.

Date of Adoption: February 13, 2017  
Date of Review: November 8, 2021

InstructionActivitiesConcussions1. Training.

The Superintendent or designee shall make available training approved by the chief medical officer of the State on how to recognize the symptoms of a concussion or brain injury and how to seek proper medical treatment for a concussion or brain injury to all coaches of school athletic teams.

2. Education.

The Superintendent or designee shall require that concussion and brain injury information be provided on an annual basis to students and the students' parents or guardians prior to such students initiating practice or competition. The information provided to students and the students' parents or guardians shall include, but need not be limited to:

- a. the signs and symptoms of a concussion;
- b. the risks posed by sustaining a concussion; and
- c. the actions a student should take in response to sustaining a concussion, including the notification of his or her coaches.

3. Response to Concussions.

- a. Removal. A student who participates on a school athletic team shall be removed from a practice or game when he or she is reasonably suspected of having sustained a concussion or brain injury in such practice or game after observation by a coach or a licensed health care professional who is professionally affiliated with or contracted by the school.
- b. Return-to-Play. A student who has been removed from a practice or game as a result of being reasonably suspected of having sustained a concussion or brain injury shall not be permitted to participate in any school supervised team athletic activities involving physical exertion, including, but not limited to, practices or games, until the student: (i) has been evaluated by a licensed health care professional, (ii) has received written and signed clearance to resume participation in athletic activities from the licensed health care professional, and (iii) has submitted the written and signed clearance to resume participation in athletic activities to the school accompanied by written permission to resume participation from the student's parent or guardian.

The coach or administration may require that the student's return to full activities be on a stepwise progression back to full participation, or otherwise establish

conditions for return to participation that are more restrictive than those defined by the licensed health care professional if the coach or an administrator reasonably deems such to be appropriate.

The signature of an individual who represents that he or she is a licensed health care professional on a written clearance to resume participation that is provided to the school shall be deemed to be conclusive and reliable evidence that the individual who signed the clearance is a licensed health care professional. The school is not required to determine or verify the individual's qualifications.

- c. Parent Notification. If a student is reasonably suspected after observation of having sustained a concussion or brain injury and is removed from an athletic activity per the preceding paragraph, the parent or guardian of the student shall be notified by the Superintendent or designee of the date and approximate time of the injury suffered by the student, the signs and symptoms of a concussion or brain injury that were observed, and any actions taken to treat the student.
- d. Return to Learn. The Superintendent or designee shall develop a return to learn protocol for students who have sustained a concussion. The return to learn protocol shall recognize that students who have sustained a concussion and returned to school may need informal or formal accommodations, modifications of curriculum, and monitoring by medical or academic staff until the student is fully recovered.

4. Responsibility of Coaches.

Coaches shall comply with this policy and apply their safety and injury prevention training. A coach who fails to do so is subject to disciplinary action, including but not limited to termination of employment.

5. Students and Parents.

It is recognized that coaches cannot be aware of every incident in which a student has symptoms of a possible concussion or brain injury. As such, students and their parents have a responsibility to honestly report symptoms of a possible concussion or brain injury to the student's coaches on a timely basis.

Legal Reference: Neb. Rev. Stat. §§ 71-9102 to 71-9106

Date of Adoption: February 13, 2017

Date of Review: November 8, 2021

## Concussions: Return to Learn Protocol

Students who sustain a concussion and return to school may need informal or formal accommodations, modifications of curriculum, and monitoring by medical or academic staff until the student is fully recovered.

The school administration of District OR-1 Public Schools adopts the NDE Guidance entitled “Bridging the Gap from Concussion to the Classroom,”<sup>1</sup> and accompanying Appendix,<sup>2</sup> as its return to learn protocol, with the recognition that each student who has sustained a concussion will require an individualized response.

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<sup>1</sup> <http://www.education.ne.gov/sped/birsst/BRIDGING%20THE%20GAP%20February%202014%20final.pdf>.

<sup>2</sup> <http://www.education.ne.gov/sped/birsst/Concussion%20Appendix%20final%20February%202014.pdf>.

Return to Learn Protocol

Adopted

February 13, 2017

Date of Review:

November 8, 2021

# BRIDGING THE GAP

From  
CONCUSSION  
To the  
CLASSROOM

February 2014



NEBRASKA DEPARTMENT OF EDUCATION

*Return  
to  
Learn*



## BRIDGING THE GAP FROM CONCUSSION TO THE CLASSROOM: RETURN TO LEARN



On April 8, 2011, the Nebraska Legislature passed the Concussion Awareness Act on a vote of 43- 0. The Concussion Awareness Act became effective in Nebraska on July 1, 2012. The goal of the Act is to provide a consistent means to identify and manage concussions and help ensure the safety of those involved in youth sports.

The Concussion Awareness Act contains the three tenets of model legislation as described by the Brain Injury Association and the National Football League.

1. Education: Coaches, Parents and Student Athletes
2. Removal from Play – If a concussion is reasonably suspected
3. Clearance by a Licensed Health Care Professional

While Nebraska law requires a specified Return to Play protocol, equally important in the academic setting is a Return to Activity policy. “Bridging the Gap from Concussion to the Classroom: Return to Learn” was developed to provide guidance to assist Nebraska school districts in developing a concussion management policy, including the provision of appropriate classroom adjustments for concussed students facing learning challenges.

Just as effective concussion management requires communication and collaboration, this document has been developed, reviewed and edited collaboratively by a Concussion Task Force comprised of Nebraska Brain injury School Support Teams (BIRSST) and the following individuals representing several disciplines:

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**Cindy Brunken**, Southeast BIRSST Team, Special Education Supervisor, Lincoln Public Schools

**Michelle Hawley-Grieser**, Parent, Nebraska Brain Injury Advisory Council

**Crystal Kjar**, Lincoln Southwest High School, Head Athletic Trainer

**Rusty McKune**, Coordinator, the Nebraska Medical Center, Sports Medicine Program

**Kody Moffatt**, MD, Pediatrics and Pediatric Sports Medicine

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**Peggy Reisher**, Executive Director, Nebraska Brain injury Association

**Rose Dymacek**, Education Specialist, Nebraska Department of Education, Office of Special Education



## BRIDGING THE GAP FROM CONCUSSION TO THE CLASSROOM: RETURN TO LEARN



### What is a Brain Injury?

#### Acquired Brain Injury (ABI)

- An acquired brain injury is an injury to the brain, which is not hereditary, congenital or degenerative that has occurred after birth. (Includes anoxia, aneurysms, infections to the brain and stroke.)

#### Traumatic Brain Injury (TBI)

- A TBI is caused by a bump, blow or jolt to the head or a penetrating head injury that disrupts the normal function of the brain. Not all blows or jolts to the head result in a TBI. The severity of a TBI may range from "mild," i.e., a brief change in mental status or consciousness to "severe," i.e., an extended period of unconsciousness or amnesia after the injury. The majority of TBIs that occur each year are concussions or other forms of mild TBI.

#### Concussions

- A concussion is a type of **traumatic brain injury**, or TBI, caused by a bump, blow, or jolt to the head. A concussion is **any head trauma that causes an altered mental state that may or may not involve a loss of consciousness. Only 10 percent of concussions involve a loss of consciousness!**
- Concussions can also occur following a fall or a blow to the body that causes the head and brain to move back and forth quickly.
- This sudden movement can cause the brain to bounce around in the skull, stretching and damaging the brain cells and creating chemical changes in the brain.
- Health care professionals may describe a concussion as a "mild" brain injury because concussions are usually not life-threatening. Even so, their effects can be serious. (Centers for Disease Control & Prevention)



**A CONCUSSION  
IS  
A BRAIN INJURY!**

# Incidence of Youth Concussions in Nebraska

Figure 1. Concussion rates among persons aged 5-19 years, by month – Nebraska 2008-2012

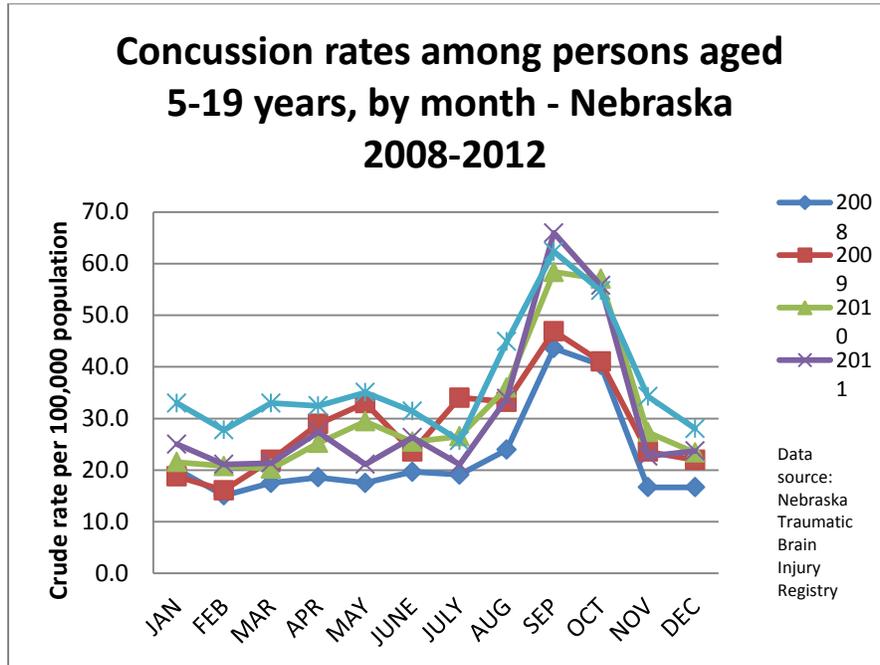
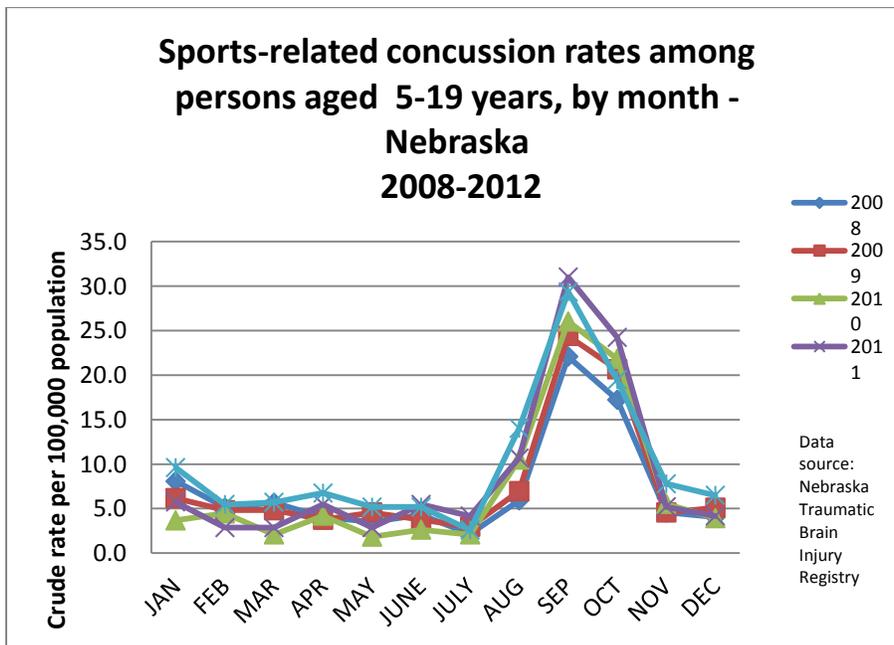


Figure 2. Sports-related concussion rates among persons aged 5-19 years, by month – Nebraska 2008-2012



**Nebraska Department of Health and Human Services, 2013**

Both figures above show a peak in concussion rates among school-aged Nebraskans in September and October. This trend has been consistent over the past 5 years. Figure 1 also shows that higher rates of concussions were diagnosed in 2012. These graphs represent persons treated in the office of a physician or psychologist or admitted to or treated at a hospital or a rehabilitation center located within a hospital in Nebraska.

## Why are Concussions Such a Big Deal?

- **A CONCUSSION IS A BRAIN INJURY!**
- A concussion can occur from an impact to the head. The most common cause of a concussion is a whiplash type injury, a rapid acceleration of the head.
- Most concussions (90%) occur without loss of consciousness!
- A “ding,” “getting your bell rung,” or what seems to be a mild bump, blow or jolt to the head can be serious and can change the way the brain normally works! (Center for Disease Control 2013).
- Because of changes in the neurophysiology of the brain, symptoms may continue to develop over the next few hours following an injury.
- After a concussion, among other effects, connections within the brain become stressed, resulting in the breaking of some connections between different brain areas and limiting the ability of the brain to process information efficiently and quickly. (Molfese 2013)
- These changes can lead to a set of symptoms affecting the student’s cognitive, physical, emotional and sleep functions, which may result in reduced ability to do tasks at home, at school, or work.
- During this time, returning to play or full-time academics before symptoms have cleared can result in **prolonged recovery time or risk of further injury.**
- Ignoring the symptoms and trying to “tough it out” often makes symptoms worse!
- “Second Impact Syndrome” may occur when a brain already injured takes another blow or hit before the brain recovers from the first –usually within a short period of time (hours, days, or weeks). A repeat concussion can slow recovery or increase the likelihood of having long-term problems. In rare cases, repeat concussions can result in edema (brain swelling), permanent brain damage and even death. (Center for Disease Control 2013)
- As the chemistry of the brain returns to normal, the symptoms begin to subside and for most people, they resolve within 1 to 6 weeks.
- **During the recovery period, it is very important that individuals are monitored for full resolution of symptoms and referred if further evaluation or treatment is needed.** (Terryberry-Spohr 2013)



## Symptoms of TBI/Concussion

School professionals can best support a student's return to school by understanding the effects of concussion and providing the needed academic adjustments and supports. Knowledge of concussion symptoms can help the student and the school team identify the specific needs of the student, monitor changes and provide appropriate accommodations to facilitate the student's recovery and minimize the pressure to return to activities too soon. (CDC 2013)

Symptoms of TBI/Concussion that may affect school performance fall into four categories:

- Thinking/Cognitive/Remembering
- Sleep
- Physical Symptoms
- Emotional/Mood Symptoms



### **Thinking/Cognitive Red Flags**

Look for increased difficulty with:

- Thinking clearly
- Concentrating, Staying on task
- Remembering new information
- Slowed response or processing of information (Feeling slowed down)
- Reduced academic performance



### **Sleep Red Flags**

Sleep symptoms tend to last longer than other symptoms. Look for increased:

- Drowsiness
- Sleeps more than usual
- Sleeps less than usual
- Difficulty falling asleep
- Fatigue – tired, having no energy





## Physical Red Flags

Look for increased difficulty with:

- Headaches
- Fuzzy or Blurred Vision (visual problems)
- Balance problems
- Dizziness
- Nausea, vomiting
- Sensitivity to light
- Sensitivity to noise
- Disorientation



## Social Emotional Red Flags

Look for increased difficulty with:

- Irritability
- Sadness
- More emotional
- Changes in mood
- Nervousness
- Anxiety



**Return to Activity = Return to Learn + Return to Play**

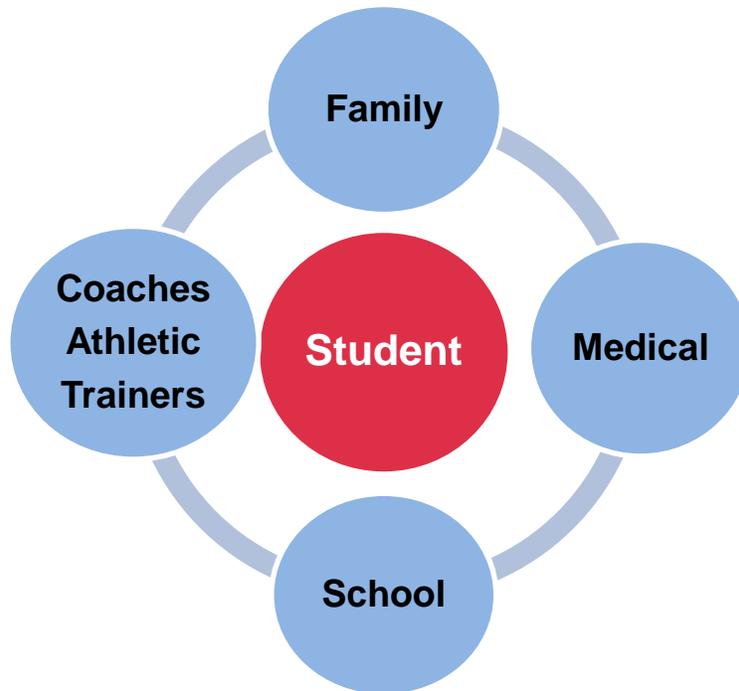


- The Center for Disease Control estimates that 1.7 million traumatic brain injuries occur annually and that 75% of those injuries are mild TBIs (concussions). Concussions occur from sports, falls, playground and bicycle accidents as well as motor vehicle accidents.
- Attention has been given to sports-related concussions because concussion laws have been passed in nearly every state and procedures for Return to Play are familiar to parents, schools and medical personnel.
- Equally important is Return to Learning in the classroom!
- After a concussion, the child or adolescent does not appear to be ill or physically injured. In fact, they may “look” just fine. Nonetheless, a concussion can have direct effects on learning and evidence suggests that using a concussed brain to learn may worsen concussion symptoms and may prolong recovery. (Halstead, McAvoy, et al 2013)
- As the brain is recovering, reducing demands on the brain and avoiding overexertion of the brain at home and at school through a reduction in physical and cognitive activity is beneficial to the recovery of the student
- **Every student and every concussion is different!** No two concussions are the same! The amount of time needed between the injury and the commencement of return to learn activities will vary not only between students, but also between concussions (should a student suffer more than one).
- A Return to Activity plan is composed of two parts:
  - Return to Academics – a gradual return to school and academic requirements implemented by the teaching staff
  - Return to Play – a gradual return to sports implemented by the athletic staff.
- Both the return to academics, and when appropriate, the return to play progression should be allowed to progress over time and as symptoms subside.
- **Please refer to the Return to Academics Progression and Return to Play Progression suggestions at the end of this document. \*\*\***

## Concussion Management: Recommended Best Practice for Nebraska Schools

- Once a concussion has been diagnosed by a healthcare professional, managing the concussion is best accomplished by creating a support system for the student/athlete. **Communication and collaboration** among parents, school personnel, coaches and athletic trainers, and healthcare providers in overseeing both the return to academics and return to play progressions is essential for the recovery process. Teamwork is required to adjust the treatment and management of the concussion. **Best practice indicates that the student should return to school with a RELEASE OF INFORMATION SIGNED BY THE PARENTS that allows for two-way communication between school personnel and the healthcare provider.** (McAvoy, 2012)

# A collaborative approach with the student as the CENTER OF FOCUS!



- Each school district creates a **Concussion Management policy** that incorporates:
  - **Knowledge** about concussion as a mild traumatic brain injury
  - **Training** for all coaches, athletes, parents, and school staff about concussion management
  - **A Concussion Management Team** with a designated contact person.



## The Concussion Management Team

### Members may include:

**Health Care Professional\***  
**Parent(s)\***  
**School Administrator or designee\***  
Athletic Director  
Athletic Trainer  
Coach  
School Nurse  
Teacher(s)

Speech Language pathologist  
School Psychologist  
School Counselor  
Occupational Therapist  
Physical Therapist  
Student Athlete

**Essential members\***

## Concussion Management Team (CMT) Responsibilities:

- The CMT ensures that every student who suffers a concussion is monitored for a safe return to activity. The CMT designs the Return to Activity Plan with input from the healthcare provider.
- **CMT** contact person is notified of concussion (by parents or athletic trainers, coaches); CMT contact person notifies parent if concussion occurs during school activity;
- CMT contact person notifies school nurse, athletic trainer/coach and teachers as appropriate;
- **Assess** and document the physical, cognitive, behavioral, emotional and sleep **symptoms** and **needs** of a concussed student/athlete;
- Design an **individual plan** for schedule **adjustments**, supports, academic adjustments (i.e., reduced assignments) and physical activity, including PE, dance, active recess, as appropriate and share with school personnel, student and parents;
- **Teachers, Parents, Coaches, Medical providers & Student** communicate, monitor the effectiveness of the plan and document symptoms and academic progress;
- CMT (SAT) meets regularly to **review the student's symptoms and progress**, make adjustments and notifies school staff and health care professional of updates;
- **Adjustments continue until the student no longer needs academic adjustments as a result of the concussion;**
- CMT offers resources on concussions to parents;
- Contact **[Brain Injury Regional School Support Team \(BIRSST\)](#)** for assistance or resources;
- Follow a **gradual Return-to-Activity** for academics and athletics;
- **After symptoms subside and CMT certifies there are no academic concerns or adjustments needed and family and coaches agree student is symptom-free without medication, then**
- Written clearance from a medical provider is given if student/athlete is "back to baseline" on neurocognitive measures and
- Written permission for Return to Activity from parents is obtained;
- Student/athlete returns to academic activities without adjustments and begins Return to Play Protocol; **a successful Return to Learn is necessary before approval for Return to Play. (McAvoy, 2012).**
- Document concussion in student's education file;
- If symptoms last more than 3 – 4 weeks, follow-up assessment and academic adjustments may need to be strengthened or remain in place longer;
- If problems persist, academic accommodations and student supports may be provided through an (Response to Intervention (Rtl) Plan, a Health Plan or a 504 Plan;
- The majority of concussed students will not require an IEP; however, a small percentage of students may require a special education referral.
- Parents and medical professions seek medical explanation and treatment for slowed recovery and schools continue to provide appropriate supports.

- **Keep in mind that progression is individual for each student!**

## **Return to Learn BEFORE Return to Play!**

**If a student athlete continues to receive academic adjustments due to the presence of any symptoms, they should be considered symptomatic and not be allowed to resume physical activity.** McAvoy, Returning to Learn: Going Back to School Following a Concussion. Communique on line, April 2011.

### **Brain Injury Regional School Support Teams (BIRSST)**

- Nebraska has five regional BIRSST teams
  - Refer to attached **map** for **BIRSST team locations and contacts**
- BIRSST teams can assist school districts in:
  - Identifying strategies to support student success
  - Providing information on brain injury and resources
  - Providing training and consultation for Concussion Management Team



### **Tips for Teachers**

Symptoms of concussion often create learning difficulties for students. Immediately after diagnosis of a concussion, an individualized plan for learning adjustments should be initiated with a gradual, monitored return to full academics as symptoms clear. Typical classroom adjustments and accommodations include:

- Reduce course workload
- Decrease homework
- Allow breaks during the day, i.e. rest in quiet area
- Allow additional time to complete assignments
- Provide instructor's notes, outline or study guide for student
- Avoid over-stimulation (noise and light)
- Avoid testing or completion of major projects during recovery time when possible



Refer to **Tips for Teachers** in Appendices for additional adjustments or accommodations.

## Tips for Parents

- Parents play a key role in maximizing the child's recovery from a concussion.
- Parents take student to ER or contact the child's healthcare provider immediately after the concussion.
- After the diagnosis of a concussion by the healthcare professional, parents monitor symptoms and activities at home.
- Parents enforce rest, both physical and cognitive, and ensure that the child receives sufficient sleep and engages in quiet, restful activities immediately after a concussion.
- Parents take student to follow-up appointments with the healthcare provider.
- For the first few days, the student/athlete may have symptoms that interfere with concentration and may need to stay home from school to rest for a day or two and refrain from:

- Watching TV
- Playing video games
- Texting
- Working/playing on computer
- Driving
- Use of Cell phone
- Blowing on a musical instrument
- Piano lessons



- Light mental activities can resume as long as symptoms do not worsen. When the student/athlete can tolerate 30-45 minutes of light mental activity, a gradual return to school can commence.
- Parents monitor and track symptoms at home and communicate regularly with the school Concussion Management Team (CMT) Coordinator and/or health care provider.
- Parents sign Permission for two-way Release Information between the medical provider and the school district.
- Parents may request information from the school CMT on concussions.
- Parents are aware of academic adjustments in the school setting.
- Deliver medical clearance from the healthcare provider to the CMT when appropriate.

## References

1. Centers for Disease Control and Prevention - *Returning to School After a Concussion: A Fact Sheet for School Professionals*.  
[http://www.cdc.gov/concussion/pdf/TBI\\_Returning\\_to\\_School-a.pdf](http://www.cdc.gov/concussion/pdf/TBI_Returning_to_School-a.pdf)
2. Giza C., Kutcher J., *et al.* Summary of evidence-based guideline update: Evaluation and management of concussion in sports. *Neurology*, 2013: 10.1212/WNL.0b013e31828d57dd.
3. Halstead, M., McAvoy, K., *et al.* *Returning to Learning Following a Concussion*. *Pediatrics*: originally published online October 27, 2013.  
<http://pediatrics.aappublications.org/content/early/2013/10/23/peds.2013-2867>
4. McGrath, N. (2010). Supporting the Student-Athlete's Return to the Classroom after a Sport Related Concussion. *Journal of Athletic Training*, 45(5), 492-498.
5. McAvoy, K. (2013). *REAP the benefits of good concussion management*. Centennial, CO: Rocky Mountain Sports Medicine Institute Center.
6. McAvoy, K. (2012). Return to Learning: Going Back to School Following a Concussion. *NASP Communique* online. March/April.
7. McCrory P., Meeuwisse W., Aubry M., *et al.* Consensus Statement on Concussion in Sport: the 4<sup>th</sup> International Conference on Concussion in Sport. *Br J Sports Med*. 2013; 47: 250-258
8. Orcas (2011). *Brain Injury 101: Concussion Management. Policy and Resource Handbook*. Retrieved from <http://brain101orcasinc.com>
9. The Center on Brain Injury Research and Training. *Max's Law: Concussion Management Implementation Guide*. Retrieved from <http://www.cbirt.org>

## WHAT CAN YOU DO TO CHANGE THE CULTURE OF CONCUSSION IN NEBRASKA?

- ✓ Educate
- ✓ Communicate
- ✓ Collaborate



- Parents
- Students
- Schools
- Physicians

# Wear your helmet!



**BRIDGING THE GAP**  
**From CONCUSSION To The CLASSROOM**

**APPENDICES**

**Nebraska Concussion Awareness Act – Quick Facts**

**Concussion Resources**

**Return to Academics Progression**

**Return to Play Progression**

**Post-Concussion Symptom Checklist**

**Tips for Teachers**

**NE Concussion Management Recommended Best  
Practice**

**Information from Teachers for CMT**

**BIRSST Team Map and Team Contacts**

# Nebraska Concussion Awareness Act – Quick Facts

## Return to Play

- **Goal: To provide a consistent means to identify and manage concussions and help ensure the safety of those involved in youth sports.**
- Legislation passed by Nebraska Legislature - Final Reading on April 8, 2011 (43-0)
- Effective July 1, 2012
- The Concussion Awareness Act contains the three tenets of model legislation as described by the Brain Injury Association and the National Football League.
  1. Education: Coaches, Parents and Student Athletes
  2. Removal from Play – If a concussion is reasonably suspected
  3. Clearance by a Licensed Health Care Professional
- Concussion Awareness Act applies to:
  - ✓ Approved or accredited public, private, denominational or parochial schools (does not include higher education/college and university) Section 4.
  - ✓ Athletes 19 years of age or younger that participate in organized sports (“any city, village, business or nonprofit that organizes sports, charges a fee or is sponsored by a business or nonprofit organization.”) Section 5
- Education provided for:
  - ✓ Coaches. Training approved by the Chief Medical officer must be made available to all coaches.
  - ✓ Parents and student athletes. Concussion and brain injury information must be provided:
    - On an annual basis and
    - Prior to the start of practice or competition.
- Removal from Play
  - ✓ Any student athlete or athlete shall be removed from play when they are reasonably suspected of having a concussion by a coach or licensed health care professional.
  - ✓ If an athlete is removed from activity due to reasonable suspicion of suffering a concussion:
    - Parents or Guardians must be notified of the date and approximate time of the injury and the signs and symptoms that were observed, as well as any actions taken to treat.
- Return to Play
  - ✓ A student-athlete or athlete may be allowed to return to play when:
    - They have been evaluated by a licensed health care professional
    - They have received written clearance from the licensed health care professional;
    - They have submitted the written and signed clearance to resume participation in athletic activities accompanied by written permission to resume participation from the student’s parent or guardian.
- For more information, please refer to:
  - ✓ Nebraska Department of Health and Human Services  
<http://dhhs.ne.gov/publichealth/concussion/Pages/Home.aspx>

# CONCUSSION RESOURCES

1. **Nebraska Department of Education**

<http://www.education.ne.gov/sped/birsst.html>

- **Bridging the Gap from Concussion to Classroom: Return to Learn**

2. **Nebraska Department of Health and Human Services**

<http://dhhs.ne.gov/publichealth/concussion/Pages/Home.aspx>

- Concussion Awareness Act – Training for Coaches, Parents, Students

3. **Concussion ABCs posted by the Centers for Disease Control and Prevention**

<http://www.cdc.gov/concussion/HeadsUp/schools.html>

- Heads Up to Schools, Know Your Concussion ABC's
- A Fact Sheet for Teachers, Counselors, and School Professionals
- A Fact Sheet for School Nurses
- Parent/Athlete Concussion Information Sheet
- Returning to School After a Concussion: A Fact Sheet for School Professionals

4. **The Center on Brain Injury Research and Training, University of Oregon**

<http://www.cbirt.org>

- **The Center on Brain Injury Research and Training. *Max's Law: Concussion Management Implementation Guide.*** Retrieved from <http://www.cbirt.org>
- <http://cbirt.org/tbi-education/school-reentry/returning-school-after-tbi/>
- <http://cbirt.org/tbi-education/school-reentry/supports-consider-during-school-reentry/>
- <http://cbirt.org/news/concussion-frequently-asked-questions-parents/>

5. **School-wide Concussion Management cartoon video: "What's a Concussion, Anyway? (15 minute cartoon video)** <http://brain101.orcasinc.com/>

- Concussion Management Program and information for coaches, schools, parents and students
- Return to Academics Progression, Return to Play Progression and Sample Return to Activity Documentation

6. REAP Guidelines

<http://www.rockymountainhospitalforchildren.com/sports-medicine/concussion-management/reap-guidelines.htm>

- McAvoy, K. (2013) REAP the benefits of good concussion management. Centennial, CO: Rocky Mountain Sports Medicine Institute Center for Concussion.

7. The BrainSTEPS Program – Pennsylvania [www.brainsteps.net](http://www.brainsteps.net)

- [Concussion Webinar](#)
- [Concussion Return to School Protocol](#)
- [Protocol Flow Chart](#)
- [Why every school should have a Concussion Management Team](#)
- [Teacher's Desk Reference: Concussion](#)

8. Colorado Department of Education

[http://www.cde.state.co.us/sites/default/files/documents/cdesped/download/pdf/tbi\\_concussionguidelines.pdf](http://www.cde.state.co.us/sites/default/files/documents/cdesped/download/pdf/tbi_concussionguidelines.pdf)

- [Concussion Management Guidelines 2012](#)

9. Brain Injury Association of Nebraska [www.biane.org](http://www.biane.org)

10. Halstead, M., McAvoy, K., *et al.* *Returning to Learning Following a Concussion. Pediatrics*: originally published online October 27, 2013.  
<http://pediatrics.aappublications.org/content/early/2013/10/23/peds.2013-2867>

11. Nebraska Brain Injury Advisory Council [www.braininjury.ne.gov](http://www.braininjury.ne.gov)

12. brainline.org - <http://www.brainline.org/content/2010/06/general-information-for-parents-educators-on-tbi.html>

13. Information for Parents

[http://www.brainline.org/landing\\_pages/categories/concussion.html](http://www.brainline.org/landing_pages/categories/concussion.html)  
<http://cbirt.org/news/concussion-frequently-asked-questions-parents/>

## RETURN TO ACADEMICS PROGRESSION

Progression is individual. All concussions are different. Students may start at any of these steps, depending on symptoms, and may remain at a step longer if needed. If symptoms worsen, the CMT should reassess. If symptoms quickly improve, a student may also skip a step or two. Be flexible!

Steps	Progression	Description
1	<b>HOME – Cognitive and physical rest</b>	<ul style="list-style-type: none"> <li>➤ Stay at home</li> <li>➤ No driving</li> <li>➤ Limited mental exertion – computer, texting, video games, homework</li> </ul>
2	<b>HOME – Light Mental Activity</b>	<ul style="list-style-type: none"> <li>➤ Stay at home</li> <li>➤ No driving</li> <li>➤ Up to 30 minutes mental exertion</li> <li>➤ No prolonged concentration</li> </ul>

**Progress to Step 3 when student handles up to 30 minutes of sustained mental exertion without worsening of symptoms.**

3	<b>SCHOOL – Part Time</b>  Maximum adjustments  Shortened day/schedule  Built-in breaks	<ul style="list-style-type: none"> <li>➤ Provide quiet place for scheduled mental rest</li> <li>➤ Lunch in quiet environment</li> <li>➤ No significant classroom or standardized testing</li> <li>➤ Modify rather than postpone academics</li> <li>➤ Provide extra time, help, and adjustment of assignments</li> </ul>
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**Progress to Step 4 when student handles 30-40 minutes of sustained mental exertion without worsening of symptoms.**

4	<b>SCHOOL – Part Time</b>  Maximum adjustments  Shortened day/schedule	<ul style="list-style-type: none"> <li>➤ No standardized testing</li> <li>➤ Modified classroom testing</li> <li>➤ Moderate decrease of extra time, help, and modification of assignments</li> </ul>
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**Progress to Step 5 when student handles 60 minutes of mental exertion without worsening of symptoms.**

5	<b>SCHOOL – Part Time</b>  Minimal adjustments	<ul style="list-style-type: none"> <li>➤ No standardized testing; routine tests are OK</li> <li>➤ Continued decrease of extra time, help, and adjustment of assignments</li> <li>➤ May require more support in academically challenging subjects</li> </ul>
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**Progress to Step 6 when student handles all class periods in succession without worsening of symptoms AND receives medical clearance for full return to academics and athletics.**

6	<b>SCHOOL – Full Time</b>  Full academics  No adjustments	<ul style="list-style-type: none"> <li>➤ Attends all classes</li> <li>➤ Full homework and testing</li> </ul>
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**When symptoms continue beyond 3-4 weeks, prolonged in-school supports are required. Request a 504 meeting to plan and coordinate student supports.**

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## RETURN TO PLAY PROGRESSION

Return to play is a medical decision. The CMT will be familiar with state concussion laws and understand which healthcare providers may clear a student. **To begin the Return to Play Plan, the student must be free of all symptoms (see Signs and Symptoms of Concussion), have no academic adjustments in place, and be cleared by a healthcare provider.** The student may spend 1-2 days at each step before advancing to the next. If post-concussion symptoms occur at any step, stop activity and have the CMT reassess.

Rehabilitation Stage	Functional exercise at each stage of rehabilitation	Objective of each stage
1. No activity	Symptom limited physical and cognitive rest.	Recovery
2. Light aerobic exercise	Walking, swimming or stationary cycling keeping intensity <70% maximum permitted heart rate.  No resistance training.	Increase HR
3. Sport-specific exercise	Skating drills in ice hockey, running drills in soccer. No head impact activities.	Add movement
4. Non-contact training drills	Progression to more complex training drills, e.g., passing drills in football and ice hockey. May start progressive resistance training.	Exercise, coordination and cognitive load
5. Full-contact Practice	Following medical clearance.  Participate in normal training activities.	Restore confidence and assess functional skills by coaching staff
6. Return to play	Normal game play	

Recommendations from 2012 Zurich Consensus Statement on Concussion – McRory, P., Meeuwisse, WH, Aubry, M, et. al., *Br. J Sports Med* 2013; 47:250-258.

# Post-Concussion Symptom Checklist

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

Please indicate how much each symptom has bothered you over the past 2 days.

	Symptoms	None	Mild	Moderate	Severe			
PHYSICAL	Headache	0	1	2	3	4	5	6
	Nausea	0	1	2	3	4	5	6
	Vomiting	0	1	2	3	4	5	6
	Balance Problem	0	1	2	3	4	5	6
	Dizziness	0	1	2	3	4	5	6
	Blurry or double vision	0	1	2	3	4	5	6
	Sensitivity to Light	0	1	2	3	4	5	6
	Sensitivity to Noise	0	1	2	3	4	5	6
	Balance Problems	0	1	2	3	4	5	6
	Pain other than headache	0	1	2	3	4	5	6
THINKING/ COGNITIVE	Feeling "in a fog"	0	1	2	3	4	5	6
	Feeling Slowed Down	0	1	2	3	4	5	6
	Difficulty concentrating	0	1	2	3	4	5	6
	Difficulty Remembering	0	1	2	3	4	5	6
SLEEP ISSUES	Trouble Falling Asleep	0	1	2	3	4	5	6
	Fatigue or low energy	0	1	2	3	4	5	6
	Drowsiness	0	1	2	3	4	5	6
EMOTIONAL	Feeling more Emotional	0	1	2	3	4	5	6
	Irritability	0	1	2	3	4	5	6
	Sadness	0	1	2	3	4	5	6
	Nervousness	0	1	2	3	4	5	6

Do symptoms worsen with physical activity? Yes \_\_\_\_\_ No \_\_\_\_\_ Not Applicable \_\_\_\_\_

Do symptoms worsen with thinking/cognitive activity? Yes \_\_\_\_\_ No \_\_\_\_\_ Not Applicable \_\_\_\_\_

Activity Level: Over the past two days, compared to what I would typically do, my level of activity has been \_\_\_\_\_% of what it would normally be.

# TIPS FOR TEACHERS

## Concussion Symptoms, Possible School Problems & Adjustments/Accommodations

Concussion Symptoms	Implications at school	Potential Adjustments in School Setting
<b>PHYSICAL SYMPTOMS</b> <ul style="list-style-type: none"> <li>• <b>Headache (most common symptom reported in concussions)</b></li> </ul>	<ul style="list-style-type: none"> <li>• Poor concentration - may vary throughout day;</li> <li>• Can be triggered by fluorescent lighting, loud noises and focusing on tasks</li> </ul>	<ul style="list-style-type: none"> <li>• Frequent breaks</li> <li>• Reduce exposure to aggravators, i.e., turn off fluorescent lights</li> <li>• Rest as needed in nurse's office or quiet area</li> </ul>
<ul style="list-style-type: none"> <li>• <b>Dizziness/ Lightheadedness</b></li> </ul>	<ul style="list-style-type: none"> <li>• Standing quickly or walking in crowded environment may present a challenge</li> <li>• Often provoked by visual stimulus (rapid movements, videos, etc.)</li> </ul>	<ul style="list-style-type: none"> <li>• Allow student to put head down if symptoms worsen</li> <li>• Early dismissal from class and extra time to get from class to class to avoid crowded hallways</li> </ul>
<ul style="list-style-type: none"> <li>• <b>Visual Symptoms</b> <ul style="list-style-type: none"> <li>○ <b>Light sensitivity</b></li> <li>○ <b>Double vision</b></li> <li>○ <b>Blurry vision</b></li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Trouble seeing slide presentations, movies, smart boards, computers, handheld computers (tablets)</li> <li>• Difficulty reading &amp; copying</li> <li>• Difficulty paying attention to visual tasks</li> </ul>	<ul style="list-style-type: none"> <li>• Reduce brightness on the screens</li> <li>• Student may wear hat or sunglasses in school</li> <li>• Audiotapes instead of books</li> <li>• Seat student close to center of classroom activities (preferential seating if blurry vision)</li> <li>• Turn off fluorescent lights</li> <li>• Cover one eye with patch/ tape or one lens if glasses are worn (double vision)</li> </ul>
<ul style="list-style-type: none"> <li>• <b>Noise Sensitivity</b></li> </ul>	<ul style="list-style-type: none"> <li>• Troubles with various noises in several school settings: Lunchroom, shop classes, music classes (band, choir), physical education classes, hallways</li> <li>• Organized sports practice</li> </ul>	<ul style="list-style-type: none"> <li>• Allow student to eat lunch in quiet area with classmate</li> <li>• Limit or avoid band, choir or shop classes</li> <li>• Avoid noisy gyms and organized sports practices and games</li> <li>• Consider use of earplugs</li> <li>• Early dismissal from class to avoid crowded, noisy hallways</li> </ul>
<b>THINKING/COGNITIVE SYMPTOMS</b> <ul style="list-style-type: none"> <li>• <b>Difficulty concentrating or remembering</b></li> </ul>	<ul style="list-style-type: none"> <li>• Challenges learning new tasks and comprehending new material (slowed processing speed)</li> <li>• Difficulty recalling and applying previously learned material</li> <li>• Lack of focus in the classroom</li> <li>• Difficulties with test taking, including standardized tests</li> </ul>	<ul style="list-style-type: none"> <li>• Avoid testing or completion of major projects during recovery time when possible</li> <li>• Provide extra time to complete non-standardized tests in a quiet environment</li> <li>• Postpone standardized testing when possible</li> <li>• Consider one test per day during exam periods</li> <li>• Assess knowledge using multiple-choice instead of open-ended questions</li> </ul>

<b>Concussion Symptoms</b>	<b>Implications at school</b>	<b>Potential Adjustments in School Setting</b>
<b>THINKING/COGNITIVE SYMPTOMS (cont'd)</b>		<ul style="list-style-type: none"> <li>• Consider use of preprinted notes, note taker, scribe or reader for oral testing</li> <li>• Consider tape recorder for note taking</li> <li>• Reduce the cognitive load &amp; focus on the most important concepts for student to know – quality vs. quantity</li> <li>• Consider decreasing homework and reducing make-up work</li> <li>• Provide both oral and written instructions; clarify instructions</li> </ul>
<b>SLEEP ISSUES</b>	<ul style="list-style-type: none"> <li>• Excessive fatigue can hamper memory for new or past learning or ability to attend and focus</li> <li>• Insufficient sleep can lead to tardiness or excessive absences</li> <li>• Difficulty getting to sleep or frequent waking at night may lead to sleeping in class</li> <li>• Excessive napping due to fatigue may lead to further disruptions of the sleep cycle</li> </ul>	<ul style="list-style-type: none"> <li>• Allow for late start or shortened school day to catch up on sleep</li> <li>• Allow rest breaks during day if needed</li> </ul>
<b>EMOTIONAL/MOOD SYMPTOMS</b>	<ul style="list-style-type: none"> <li>• Sadness, Irritability, changes in mood, nervousness, anxiety may affect social relationships with adults and peers</li> <li>• Student may feel scared, angry or depressed as a result of the concussion.</li> </ul>	<ul style="list-style-type: none"> <li>• Develop an emotional support plan for the student. This may include an adult with whom the student can talk if feeling overwhelmed</li> <li>• Mental fatigue may result in emotional meltdowns</li> <li>• Allow “signal” for student to remove himself/herself from classroom to de-escalate</li> <li>• Provide reassurance that what they are feeling is typical in the course of recovery – i.e., concern about getting behind in school work and/or grades</li> <li>• Share difficulties and progress with parents, CMT contact person, medical personnel, athletic coaches/ trainers as appropriate</li> </ul>

Sources: Halstead, M., McAvoy, K., *et al. Returning to Learning Following a Concussion.*

*Pediatrics*: originally published online October 27, 2013.

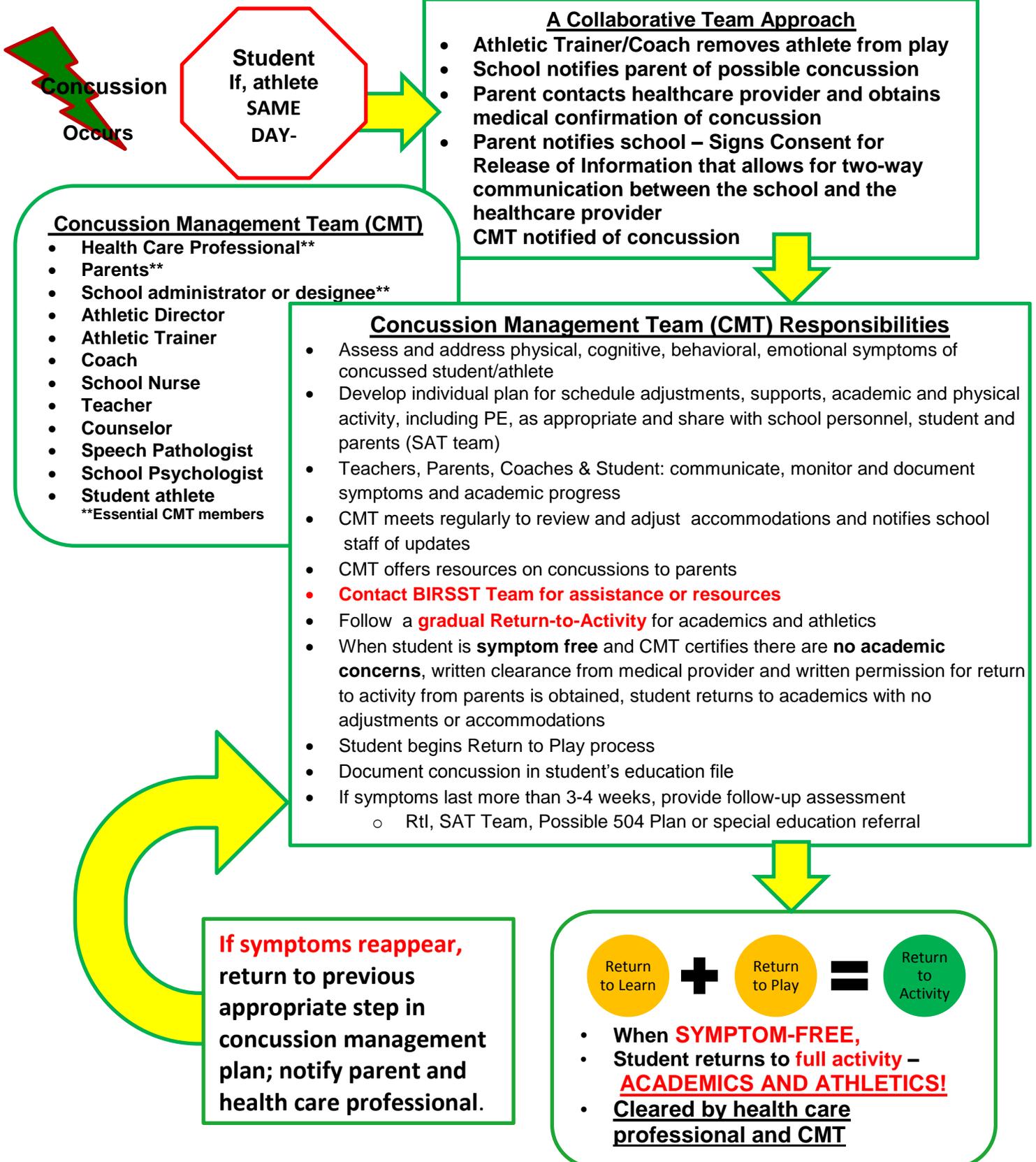
<http://pediatrics.aappublications.org/content/early/2013/10/23/peds.2013-2867>

Oregon Concussion Awareness and Management Program (OCAMP)

[http://media.cbirt.org/uploads/files/sports\\_concussion\\_management\\_guide.pdf](http://media.cbirt.org/uploads/files/sports_concussion_management_guide.pdf)

# NE Concussion Management Recommended Best Practices

(Adapted from CDC, OCAMP Advisory group June 2010 and Oregon Concussion Awareness and Management Program)



### Information from Teachers for CMT

Date:  Student Name:

Date of Concussion:

**To Teachers:** The above named student has been diagnosed with a concussion. Please indicate if you are seeing physical, cognitive, emotional or sleep/energy symptoms in your classroom related to this concussion, or if you have concerns about this student's progress, please state them below. Thank you for your valuable feedback.

Class: Teacher:	What academic adjustments, if any, is the student still receiving in your classroom?	Has the student reported or have you noticed any concussion symptoms in the last two days? (Headaches, dizziness, difficulty concentrating, remembering, more irritable, fatigued than usual?) If YES, please explain:	Is this student performing at their pre-concussion learning level? Yes or No? If NO, please explain:

A fillable version of this document is available at: <http://www.education.ne.gov/sped/birsst.html>

# BIRSST - Brain Injury School Support Team Contacts 2013-2014

<b>Central Region</b>	<b>Kristine Einspahr</b> ESU #10 76 Plaza Boulevard Kearney, NE 68848	(308) 237-5927 X 314 keinspahr@esu10.org
<b>Metro Region</b>	<b>Greg Gaden</b> ESU #3 6949 S. 10th Omaha, NE 68128  <b>Andrea McDonald</b> ESU #2, #3 and #19  <b>Lou Bauer</b> ESU #2	(402) 597-4934 (402) 610-4240 (cell) ggaden@esu3.org  (402) 350-5622 andrea.mcdonald30@gmail.com  (402) 721-7710 X 209 lbauer@esu2.org
<b>Northeast Region</b>	<b>Cathy Schroeder</b> ESU #1 211 Tenth Street Wakefield, NE 68756	(402) 287-2061 (712) 490-6571 cschroeder@esu1.org
<b>Southeast Region</b>	<b>Cindy Brunken</b> Lincoln Public Schools 5905 O Street Lincoln, NE, 68510	(402) 436-1902 cbrunk@lps.org
<b>Western Region</b>	<b>Steve Helgeland</b> ESU #13 4215 Avenue I Scottsbluff, NE 69361	(308) 635-3696 shelgeland@esu13.org



InstructionInitiations, Hazing, Secret Clubs and Outside Organizations

Initiations. Initiations by classes, clubs or athletic teams are prohibited except with the approval of the administration. Any student who engages in or encourages initiations that have not been approved by the administration is subject to disciplinary action, up to and including denial of any or all school privileges and expulsion.

The administration may only give consent to initiation activities that are consistent with student conduct expectations and that do not present a risk of physical or mental injury or belittlement.

Hazing. Hazing by classes, clubs, athletic teams or other student organizations are prohibited. Hazing means any activity by which a person intentionally or recklessly endangers the physical or mental health or safety of an individual for the purpose of initiation into, admission into, affiliation with, or continued membership with any school organization. Such prohibited hazing activity includes whipping, beating, branding, an act of sexual penetration, an exposure of the genitals of the body done with intent to affront or alarm any person, a lewd fondling or caressing of the body of another person, forced and prolonged calisthenics, prolonged exposure to the elements, forced consumption of any food, liquor, beverage, drug, or harmful substance not generally intended for human consumption, prolonged sleep deprivation, sexual conduct, nudity, or any brutal treatment or the performance of any act which endangers the physical or mental health or safety of any person or the coercing of any such activity. Hazing is prohibited even though the person who has been the subject of the hazing consents to the activity. Any student who engages in or encourages hazing is subject to disciplinary action, up to and including denial of any or all school privileges and expulsion.

Secret Organizations. It is unlawful for students to participate in or be members of any secret fraternity or secret organization that is in any degree a school organization. Any student who violates this restriction is subject to disciplinary action, up to and including denial of any or all school privileges and expulsion.

Outside Organizations. It is unlawful for any person, whether a student of the District or not, to enter upon the school grounds or any school building for the purpose of rushing or soliciting, while there, any student to join any fraternity, society, or association organized outside of the schools. Any person who violates this restriction is subject to criminal prosecution and removal and exclusion from school grounds.

Legal Reference:      Neb. Rev. Stat. §§ 79-2,101 to 79-2,103  
                                 Student Discipline Act, Neb. Rev. Stat. §§ 79-254 to 79-296  
                                 Neb. Rev. Stat. §§ 28-311.06 to 28-311.07

Date of Adoption:      February 13, 2017  
Date of Review:        November 8, 2021

InstructionStudent Participation in Athletic Contests Between Schools

Students in kindergarten through sixth grade may not participate in athletic contests between schools within a school system or between school systems. Annual field or play days are excluded from this restriction.

Elementary school systems having seventh and eighth grade athletics may include sixth grade boys or girls if the combined enrollment for seventh and eighth grade is fewer than 12 boys or 12 girls and if the school board has a policy regulating participation for sixth graders. The board's policy for participation of sixth graders is as follows: A sixth grade student may participate if (1) the student meets the same standards applicable to seventh and eighth graders and (2) participation in the activity is not prohibited by the bylaws of the Nebraska School Activities Association.

Students in seventh and eighth grades may participate in interscholastic competitions subject to and in a manner consistent with the bylaws of the Nebraska School Activities Association. The scholastic eligibility rules for seventh and eighth grades shall be the same as established by the school board for high school interscholastic competitions and, in the absence of such rules, shall be the minimum established by the Nebraska School Activities Association.

Legal Reference: NDE Rule 10.004.02C  
Nebraska School Activities Association Middle Level Activities Bylaws,  
Article 9

Date of Adoption: February 13, 2017  
Date of Review: November 8, 2021

Instruction

Activities

Return to Learn From Cancer

The Superintendent or designee shall make available training on how to recognize that students who have been treated for pediatric cancer and returned to school may need informal or formal accommodations, modifications of curriculum, and monitoring by medical or academic staff.

A 504 team meeting will be held, as appropriate, to develop individual return to learn accommodations and modifications.

Legal Reference: Neb. Rev. Stat. §§ 79-2,148

Date of Adoption: February 13, 2017

Date of Review: November 8, 2021

InstructionDedications and Commencement

Traditions are a cherished part of the community life and District OR-1 Public Schools expresses an interest in maintaining those traditions which have a significance to the community. The graduation ceremony is considered an extracurricular activity and participation in it is a privilege.

Date of Adoption: February 13, 2017  
Date of Review: November 8, 2021

InstructionSelection and Review of Instructional and Media MaterialsA) Assignment of Responsibility

The Board of Education reserves responsibility for the final acquisition of materials, but the responsibility for the selection of instructional materials is delegated to the Superintendent, with the assistance of the instructional and media staff, to establish procedures and regulations for the selection of instructional and media materials, reviewing their effectiveness, and dealing with complaints concerning instructional materials. The Superintendent may establish committees consisting of teachers and media staff to assist with these responsibilities.

B) Criteria for Instructional Materials

The selection of instructional materials shall be made in accordance with Board of Education policies, legal requirements, and reflect the following philosophy:

1. To provide materials that will stimulate growth in factual knowledge, practical skills, literary appreciation, aesthetic values, and ethical standards.
2. To provide a background of information which will enable students to make intelligent judgments in their daily life.
3. To provide materials that will enrich and support the curriculum, taking into consideration the varied interest, abilities, and maturity levels of the students served.
4. To provide materials on opposing sides of controversial issues so that young citizens may develop under guidance the practice of critical thinking and analysis.
5. To provide materials representative of the many religious, ethnic, and cultural groups and their contributions to our American heritage.
6. To place principle above personal opinion and reason above prejudices in the selection of materials of the highest quality in order to assure a comprehensive collection appropriate for the instructional materials.

C) Criteria for Media Materials

The selection of media materials shall be made in accordance with Board of Education policies, legal requirements, and with the Library Bill of Rights of the American Library Association, which Bill of Rights has been accepted by the American Association of School Librarians reflect the following philosophy:

To provide a comprehensive collection of instructional materials selected in compliance with basic, written selection principles, and to provide maximum accessibility to these materials.

To provide materials that will support the curriculum, taking into consideration the individual's needs, and the varied interest, ability, socio-economic backgrounds, and maturity levels of the students served.

To provide materials for teachers and students that will encourage growth in knowledge, and that will develop literary, cultural and aesthetic appreciation, and ethical standards.

To provide materials which reflect the ideas and beliefs of religious, social, political, historical, and ethnic groups and their contribution to the American World Heritage and Culture, thereby enabling students to develop an intellectual integrity in forming judgments.

To provide a written statement, approved by the local Boards of Education of the procedures for meeting the challenge of censorship of materials in school library media centers.

To provide qualified professional personnel to serve teachers and students.

D) Procedures for Reconsideration of Materials

Occasional objections to some materials may be voiced despite the care taken in selection and qualification of the personnel selecting materials. The following procedures apply equally to all complaints whether they be from students, parents, school personnel or district patrons.

1. Complaints should be presented to the Principal of the school where the material is used. In the event the person with the concern does not wish to make a formal complaint, the concern may be expressed to the Principal at the school at which the material was received. The Principal shall submit informal concerns to the Superintendent for the Superintendent's consideration.
2. Formal complaints about instructional materials must be presented in writing on a form approved by the board of education. In the absence of such a form, the complainant shall be required to submit a written complaint setting forth: complainant's identity, material challenged, detailed statement of reason(s) for challenging the material, action the complainant is requesting, and such other information as the Principal may reasonably request.
3. When a formal written complaint is completed and returned to the principal, the principal will discuss the issue and the procedures to be followed in resolving the issues with the person filing the complaint. The principal with whom the complaint was filed shall notify the other school administrators and also advise those faculty members who may use the instructional material, or the media staff in the case of media material, that a complaint has been filed. The school administrators shall

decide whether to appoint a building-level review committee or a district-level review committee to study the complaint. The principals will convene building-level review committees. These building-level committees shall consist of five or more committee members composed of staff and community patrons. The superintendent of schools or his designee will convene district-level review committees. These district-level committees shall consist of five or more members composed of staff and community patrons.

4. The review committees shall consider district philosophy, the professional judgment of teachers, reviews of the material by other competent authorities, compatibility with the school district's adopted curriculum, the teacher's stated goals, as well as the views of the complainant. The review committee's recommendation and all accompanying rationale shall be forwarded to the board of education for its review and final decision. The school board's decision may be to remove the material in question from district use, to modify the material for continued uses, or to reject the complaint and continue to use the material.
5. Any materials identified in a complaint may remain in use pending its review and its disposition by the board of education. Principals may, upon written request of parent(s), excuse students from using the material, or may direct teachers to use suitable substitutes, and in the case of challenged media material the Principal may place the material on a reserve shelf where it may be checked out by students only with written parent permission. However, the school shall reserve the right to require students to use material or to engage in activities which are a part of regular and/or required curricular activities.
6. Where the same or essentially the same materials have been the subject of a challenge which has been decided by the board, and another complaint is made against the material by either the same or a different person, the complaint shall be considered by the Superintendent, who may deny the complaint without following the review procedure. In considering the complaint, the Superintendent shall consider whether the complaint raises any substantially different issue than that previously decided by the board.

Date of Adoption: February 13, 2017

Date of Review: November 8, 2021

InstructionTextbook Loans

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

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

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

Date of Adoption:      February 13, 2017  
Date of Review:        November 8, 2021

InstructionParent Requests for Exclusion

Parents may request that their child be excused from the study of a given book, instructional unit or particular literary work. The Principal shall determine whether to grant such requests based on legal requirements relating to the request, the reason given for the request, the effect of the request on the student's educational development and the educational program, and the availability of alternative materials or instruction for the student. In the event the Principal does not grant the request, the parent may request a review be conducted by the Superintendent, based on the same criteria.

Date of Adoption: February 13, 2017  
Date of Review: November 8, 2021

InstructionRecognition of Religious Beliefs and Customs

It is accepted that no religious belief or non-belief should be promoted by the school district or its employees, and none should be disparaged. Instead, the school district should encourage all students and staff members to appreciate and be tolerant of each other's religious views. The school district should utilize its opportunity to foster understanding and mutual respect among students and parents, whether it involves race, culture, economic background or religious beliefs. In that spirit of tolerance, students and staff members should be excused from participating in practices which are contrary to their religious beliefs unless there are clear issues of overriding concern that would prevent it.

District OR-1 Public Schools recognizes one of its educational goals is to advance the student's knowledge and appreciation of the role our religious heritage has played in the social, cultural and historical development of civilization.

Date of Adoption: February 13, 2017  
Date of Review: November 8, 2021

InstructionAcknowledgment of Religious Holidays

The practice of the District OR-1 Public School District shall be as follows:

1. The several holidays through the year which have a religious and a secular basis may be observed or recognized in the public schools.
2. The historical and contemporary values and the origin of religious holidays may be explained in an unbiased and objective manner without sectarian indoctrination.
3. Music, art, literature and drama having religious themes or basis are permitted as part of the curriculum for school sponsored activities and programs if presented in a prudent and objective manner and as a traditional part of the cultural and religious heritage of the particular holiday.
4. The use of religious symbols such as a cross, menorah, crescent, Star of David, creche, symbols of Native American religions or other symbols that are a part of a religious holiday is permitted as a teaching aid or resource provided such symbols are displayed as an example of the cultural and religious heritage of the holiday and are temporary in nature. Among these holidays included are Christmas, Easter, Passover, Hanukkah, Ramadan, Thanksgiving and Halloween.

Legal Reference: *Florey v. Sioux Falls School District 49-5*, 619 F.2d 1311 (8<sup>th</sup> Cir. 1980)

Date of Adoption: February 13, 2017

Date of Review: November 8, 2021

InstructionReligion in the Curriculum

Religious institutions and orientations are central to human experience, past and present. An education excluding such a significant aspect would be incomplete. It is essential that the teaching about – and not of – religion be conducted in a factual objective and respectful manner. However, sectarian instruction of any kind is prohibited in this school.

Date of Adoption: February 13, 2017  
Date of Review: November 8, 2021

InstructionPurpose of Religion in the Curriculum

The practice of District OR-1 Public Schools shall be as follows:

1. The District supports the inclusion of religious literature, music, drama and the arts in the curriculum and in school activities provided it is intrinsic to the learning experience in the various fields of study and is presented objectively.
2. The emphasis on religious themes in the arts, literature and history should be only as extensive as necessary for a balanced and comprehensive study of these areas. Such studies should never foster any particular religious tenets or demean any religious beliefs.
3. Student initiated expressions to questions or assignments which reflect their beliefs or non-beliefs about a religious theme shall be accommodated. For example, students are free to express religious belief or non-belief in compositions, art forms, music, speech and debate.

Date of Adoption: February 13, 2017  
Date of Review: November 8, 2021

## Instruction

### Multicultural Education

District OR-1 Public Schools incorporates multicultural education in all curriculum areas at all grades. Multicultural education includes, but is not limited to, studies relative to the culture, history, and contributions of African Americans, Hispanic Americans, Native Americans, Asian Americans and European Americans with special emphasis on human relations and sensitivity toward all races.

### Statement of Philosophy and Mission

The philosophy of the multicultural education program is that students will have improved ability to function as productive members of society when provided with: (a) an understanding of diverse cultures and races, the manner in which the existence of diverse cultures and races have affected the history of our Nation and the world, and of the contributions made by diverse cultures and races and (b) with the ability and skills to be sensitive toward and to study, work and live successively with persons of diverse cultures and races.

The mission of the multicultural education program is to prepare students to: (a) value and respect their own culture and race and cultures and races other than their own and (b) eliminate stereotypes and different treatment of others based on culture and race. The mission shall also include preparing students to eliminate stereotypes and discrimination or harassment of others based on ethnicity, religion, gender, socioeconomic status, age, or disability.

### Implementation of Multicultural Education

The philosophy and mission of the multicultural education program is to be implemented as follows:

1. Multicultural education shall be included in goals established for educational programs.
2. Multicultural education shall be included in the district curriculum guides, frameworks, or standards.
3. The process for selecting appropriate instructional materials shall include assuring that the instructional materials at all grade levels include studies relative to the culture, history, and contributions of African Americans, Hispanic Americans, Native Americans, Asian Americans and European Americans with special emphasis on human relations and sensitivity toward all races.
4. Staff development shall be provided on the District's multicultural education policy. The staff development shall include professional development for administrators, teachers, and support staff which is congruent with the District and program goals.
5. Periodic assessment of the multicultural education program shall be conducted by the Superintendent. Teachers and other staff upon request shall have the

responsibility to provide the administration with reports on: (a) the instructional materials used and programs or methods implemented with their students which are supportive of the multicultural education program philosophy and mission, (b) programs or materials to be implemented in the future or which teachers or other staff feel should be implemented to further advance such philosophy and mission, and (c) with their professional assessment on the successes of or deficiencies in achieving the multicultural education program philosophy and mission. The Superintendent shall provide an annual status report on the assessment to the Board of Education.

Legal Reference:       Neb. Rev. Stat. §§ 79-719 to 79-723  
                              Nebraska State Board of Education Rule 10

Date of Adoption:       February 13, 2017  
Date of Review:         November 8, 2021

InstructionEqual Opportunity: Instruction Program

The school district pledges itself to avoid discriminatory actions, and seeks to foster good human and educational relations which help to attain:

1. Equal rights and opportunities for students and employees in the school community.
2. Equal opportunity for all students to participate in the instructional program of the schools.
3. Continual study and development of curricula toward improving human relations and understanding and appreciating cultural differences.
4. Frequent training opportunities for improving staff responsiveness to educational and social needs.
5. Opportunities in educational programs which are broadly available to pupils which are not solely based upon race, color, religious creed, age, marital status, national origin, sex or disability.

Date of Adoption: February 13, 2017  
Date of Review: November 8, 2021

InstructionControversial Issues

Controversial issues exist where there are sharp differences of opinion concerning an idea or a line of action. In order that students may develop intelligent attitudes and understandings concerning significant aspects of living, they should be afforded opportunities within the classroom to deal with such issues to the extent appropriate for their level of maturity and the educational mission of the District.

In considering such issues, it shall be the purpose of our schools to provide students the opportunity:

1. To study controversial issues concerning which the students, at their level of maturity, should have begun to form an opinion or to seek information about.
2. To have access to all relevant, educationally appropriate information, including the materials that circulate freely in the community.
3. To study under competent instruction in an atmosphere of freedom from bias and prejudice.
4. To form, and in an appropriate manner and in appropriate forum, to express the students' own judgments on controversial issues.
5. To recognize that reasonable compromise is often an important facet in decision making in our society.
6. To respect the opinions of others.

Date of Adoption: February 13, 2017

Date of Review: November 8, 2021

InstructionControversial Issues in the Classroom

The following administrative and teaching regulations are to be observed:

For Principals:

1. Remind teachers that we do not teach controversial issues, but rather opportunities for their study.

For Teachers:

1. Deal with controversial topics as impartially and objectively as possible. Do not intrude your own biases.
2. Handle all such topics in a manner suited to the range of knowledge, maturity, and competence of your students.
3. Have teaching materials dealing with all possible aspects of the topics readily available.
4. Do not manufacture an issue. Take up only those that are current and real.
5. Do not expect or require that individual students or the class reach an agreement.
6. Whenever you are in doubt about the advisability of taking up a given "hot" topic, consult with your Principal and or/Superintendent.
7. Remember that the policy of the board is designed to protect you as well as your students from unfair or inconsiderate criticism whenever your students are studying a controversial subject.

Date of Adoption: February 13, 2017

Date of Review: November 8, 2021

InstructionParental/Community Involvement in Schools

Otoe County School District 66-0501, a/k/a District OR-1 Public Schools, after having conducted a public hearing concerning parental involvement and participation, declares that it shall be the policy of the District:

1. In the event any parent has a complaint or objection to textbooks, tests, curriculum materials, and any other instructional materials, the parent may request a personal conference with the parent and appropriate school personnel to discuss such concerns as the superintendent or designee may deem appropriate. The Superintendent or designee shall prepare a complaint form which may be used by a parent to express objections to any such instructional material. Such complaint forms shall seek information including, but not limited to, the specific instructional material complained of, the reason for the complaint, and a proposed resolution of the complaint by the parent.
2. Upon reasonable advance request a parent will be permitted to attend and monitor courses, assemblies, counseling sessions, and other instructional activities unless the school determines that such attendance would substantially interfere with a legitimate school interest, which includes the interests of the parent's child, other students, and the educational staff.
3. Parents are encouraged to communicate to school staff when the parent believes it to be appropriate for their child to be excused from testing, classroom instruction, and other school experiences that the parent finds objectionable. The Superintendent or designee shall make a provision on the complaint form hereinabove referenced for receiving information from a parent concerning what specific testing, classroom instruction, or other school experience the parent finds objectionable, the basis for the parent's objection and a proposed solution for dealing with the objection that would be satisfactory to the parent and consistent with the mission of the District and legitimate school interests.
4. Upon request of a parent, the District will provide access to the education records of their child consistent with applicable law. Access will be provided during regular business hours of the school.
5. The District will notify parents when their child may be subjected to a standard norm referenced or criterion referenced test or standard tests such as but not limited to the Measure of Academic Progress (MAP) test. When reasonable to do so or required by law the parents will be notified of where a sample of such test might be observed and the date upon which such test will be administered. As to all testing by the District, experimental evaluation methodologies, experimental testing instruments and any testing instrument which would tend to inquire into the values, beliefs, or privacy rights of any student, or parent or guardian of such student shall be prohibited unless a parent requests in writing that such tests be administered to their child.

6. Prior to any school sponsored survey being administered to the students of the District, it shall be the responsibility of the Superintendent or designee to notify the parent or parents of each student involved in the survey of the nature of the survey, the date and time when such survey shall be administered, and the purpose for which and the uses of which survey exist from the school's perspective.
7. As a general matter substantive decision-making processes will be left to the judgment of the professional staff, administration and the Board of Education, subject to an effort to receive information from parents as to any concerns, objections, or other information such parents would wish to provide to the school district concerning a parent's access, involvement, and participation in activities of the school.

Legal Reference: Neb. Rev. Stat. §§ 79-530 to 79-533  
Family Educational Rights and Privacy Act, 20 U.S.C. 1232g  
Protection of Pupil Rights Amendment, 20 U.S.C. 1232h

Date of Adoption: February 13, 2017                      Date of Review: July 13, 2020  
Date of Review: November 8, 2021

InstructionCombined District and School Title I Parent and Family Engagement Policy

District OR-1 intends to follow the Title I Parent and Family Engagement Policy guidelines in accordance with federal law, *Section 1116(a -f) ESSA, (Every Student Succeeds Act) of 2015.*

**In General**

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

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

- Coordinate and integrate parental involvement programs and activities with other Federal, State and local programs, including preschool programs that encourage and support parents in more fully participating in the education of their children.

InstructionFree and Reduced Price Meals

The District OR-1 Public Schools has agreed to participate in the National School Lunch Program (NSLP) and accepts responsibility for providing free and reduced price meals to eligible children in the schools under its jurisdiction. The school food authority assures the State Department of Education that the school system will uniformly implement the following policy to determine children's eligibility for free and reduced price meals in all National School Lunch Programs. In fulfilling its responsibilities the school food authority:

- A) Agrees to serve meals free to children from families whose income is at or below that established by the NSLP for free meals.
- B) Agrees to serve meals at a reduced price to children from families whose income is at or below that established by the NSLP for reduced meals listed.
- C) Agrees to provide these benefits to any child whose family income falls within the criteria established by the NSLP for free or reduced meals after deductions are made for the following special hardship conditions which could not reasonably be anticipated or controlled by the household:
  - 1. Unusually high medical expenses
  - 2. Shelter costs in excess of 30 percent of reported income
  - 3. Special education expenses due to the mental or physical condition of a child
  - 4. Disaster or casualty losses

In addition, agrees to provide these benefits to children from families who are experiencing strikes, layoffs and unemployment which cause the family income to fall within the criteria established by the NSLP for free or reduced meals.

- D) Agrees there will be no physical segregation of, nor any other discrimination against, any child because of his inability to pay the full price of the meal. The names of the children eligible to receive free and reduced price meals shall not be published, posted or announced in any manner and there shall be no overt identification of any such children by use of special tokens or tickets or any other means. Further assurance is given that children eligible for free or reduced price meals shall not be required to:
  - 1. Work for their meals
  - 2. Use a separate lunch room
  - 3. Go through a separate serving line
  - 4. Enter the lunchroom through a separate entrance
  - 5. Eat meals at a different time
  - 6. Eat a meal different from the one sold to children paying the full price
- E) Agrees in the operation of child nutrition programs, no child shall be discriminated against because of race, sex, color, or national origin.

- F) Agrees to establish and use a fair hearing procedure for parental appeals of the school's decisions on applications and for school officials' challenges to the correctness of information contained in an application or continued eligibility of any child for free or reduced price meals. During the appeal and hearing the child will continue to receive free or reduced priced meals. A record of all such appeals and challenges and their dispositions shall be retained for three (3) years. Prior to initiating the hearing procedures, the parent or local school official may request a conference to provide an opportunity for the parent and school official to discuss the situation, present information, and obtain an explanation of data submitted in the application and decisions rendered. Such a conference shall not in any way prejudice or diminish the right to a fair hearing. The hearing procedure shall provide the following:
1. A publicly-announced, simple method for making an oral or written request for a hearing
  2. An opportunity to be assisted or represented by an attorney or other person
  3. An opportunity to examine, prior to and during the hearing, the documents and records presented to support the decision under appeal
  4. Reasonable promptness and convenience in scheduling a hearing and adequate notice as to the time and place of the hearing
  5. An opportunity to present oral or documentary evidence and arguments supporting a position without undue interference
  6. An opportunity to question or refute any testimony or other evidence and to confront and cross-examine any adverse witnesses
  7. The hearing be conducted and the decision made by a hearing official who did not participate in the decision under appeal or in any previous conference
  8. The parties concerned and any designated representative thereof be notified in writing of the decision of the hearing official
- G) Agrees to designate the Superintendent or designee to review applications and make determinations of eligibility. This official will use the criteria outlined in this policy to determine which individual children are eligible for free or reduced price meals.
- H) Agrees to develop and send to each child's parent or guardian a letter as outlined by State Department of Education including an application form for free or reduced price meals at the beginning of each school year. Applications may be filed at any time during the year. All children from a family will receive the same benefits.
- I) The following information will be available in the office of the Superintendent.
1. Eligibility criteria for free and reduced meals
  2. Parent letter and application
  3. Public release
  4. Collection procedure

Legal Reference: National School Lunch Act, 42 U.S.C. § 1751 et. seq.  
Child Nutrition Act, 42 U.S.C. § 1771 et. seq.

Date of Adoption: February 13, 2017

Date of Adoption: February 13, 2017 Date of Revision: June 10, 2019

Date of Review: November 8, 2021

## Special Education Policies

District OR-1 Public Schools adopts this special education policy with the intent that the policy maintain the District's compliance with all applicable laws affecting special education services and programs. The Superintendent or designees shall develop regulations or procedures to implement these policies. Employees and contractors of the District are expected to comply with these policies and all regulations, guidelines and procedures related to this policy in all respects.

The District will abide by all state and federal laws relating to special education. The District's special education policy and regulations, guidelines and procedures related to this policy are to be interpreted so as to be in compliance with such laws. In the event of changes in law, the school administration shall be authorized to implement modifications of practice to comply with such changes (whether the changes impose more or less stringent procedural or substantive requirements) until such time as amended policies are adopted by the Board of Education. References herein to 92 NAC 51 citations are made to Rule 51 as in effect on the date of the adoption of these policies. In the event of renumbering or other revisions to Rule 51, the policy shall be interpreted and implemented consistent with such renumbering or revisions.

### 1. Free Appropriate Public Education

A free appropriate public education shall be made available to all children with disabilities residing in the District from date of diagnosis through the school year in which the student reaches 21 years of age, including children with disabilities who have been suspended or expelled.

Legal Reference: 92 NAC 51-004.01 through 004.03A and 007.07C2 through 007.07C6

### 2. Full Educational Opportunity Goal

The District shall take steps to ensure that its children with verified disabilities have available to them the variety of educational programs and services available to children without disabilities in the areas served by the District, including art, music, industrial arts, family consumer science education, and vocational education.

Legal Reference: 92 NAC 51-004.11A

### 3. Child Find

All children with disabilities residing in the District, including children with disabilities who are homeless or are wards of the state or attending nonpublic schools, regardless of the severity of their disabilities, who are in need of special education and related services, will be identified, located and evaluated and a practical method shall be developed and implemented by the administration to determine which children with disabilities are currently receiving needed special education and related services.

Legal Reference: 92 NAC 51-006.01 through 006.01A2

### 4. Individualized Education Program (IEP)

An individualized education program, or an individualized family service plan, is to be developed, reviewed, and revised for each child with a disability in accordance with 92 NAC 51-007.

Legal Reference: 92 NAC 51-007

#### **5. Least Restrictive Environment**

To the maximum extent appropriate, children with disabilities, including children in public or private institutions or other care facilities, are to be educated with children who are not disabled, and special classes, separate schooling, or other removal of children with disabilities from the regular educational environment will occur only when the nature or severity of the disability of a child is such that education in regular classes with the use of supplementary aids and services cannot be achieved satisfactorily.

Legal Reference: 92 NAC 51-008.01 through 008.011

#### **6. Procedural Safeguards**

Children with disabilities and their parents shall be afforded the required procedural safeguards.

Legal Reference: 92 NAC 51-009.01 through 009.07; 009.10 through 009.12; 009.14, 006.07 and 016.01 through 016.07C

#### **7. Evaluation and Identification Procedures**

Children with disabilities shall be evaluated and identified in accordance with 92 NAC 51-006. The District will respond to a request for an Independent Educational Evaluation without unnecessary delay. Locations of any evaluator shall be within a reasonable distance of the District. A reasonable distance means within 100 miles of the school building the child attends and within Nebraska. In the event this geographic area restriction would prevent a parent from obtaining an Independent Educational Evaluation, the location of the evaluator may be outside the specified geographic area but must be within Nebraska. The District will provide the parent(s) with a list of qualified agencies/evaluators within the geographic area. The evaluators are to have their rates approved by the Nebraska Department of Education to be authorized to conduct the evaluation.

Legal Reference: 92 NAC 51-006

#### **8. Confidentiality of Personally Identifiable Information**

The confidentiality of student records and information shall be maintained in accordance with law.

Legal Reference: 92 NAC 51-003.16, 003.20, 009.03 through 009.03M3

#### **9. Transition of Children from Part C to Preschool Programs**

Children participating in early intervention programs under Part C of the IDEA (early intervention services) and who will participate in preschool programs assisted under Part B of the IDEA (services for school-aged children) shall experience a smooth and effective transition to those preschool programs in a manner consistent with 92 NAC 52-008. The District will participate in transition planning conferences arranged by the designated lead agency.

Legal Reference: 92 NAC 52-008

#### **10. Children in Nonpublic Schools**

To the extent consistent with the number and location of children with disabilities in the District who are enrolled by their parents in nonpublic elementary and secondary schools in the District, provision will be made for the participation of those children in the programs assisted or carried out under Part B of the IDEA (services for school-aged children) by providing them with special education and related services.

Legal Reference: 92 NAC 51-012.08 and 015

### **11. Personnel Standards and Personnel Development**

Personnel providing special education or related services to children with disabilities shall be appropriately and adequately prepared and trained in accordance with IDEA requirements and the District will take measurable steps to recruit, hire, train and retain personnel meeting the requirements of IDEA to provide such services.

Legal Reference: 92 NAC 51-010

### **12. Participation in and Reporting of State and District Wide Assessments**

All children with disabilities shall be included in all general state and district wide assessment programs, including assessments described under section 612(a)(16)(A) of the IDEA with appropriate accommodations and alternate assessments where necessary and as indicated in their respective individualized education programs. The District will make available to the Nebraska Department of Education the information necessary to carry out its duties relating to the reporting of children with disabilities participation in assessments.

Legal Reference: 92 NAC 51-004.05

### **13. Suspension and Expulsion Rates**

The District will examine data, including data disaggregated by race and ethnicity, to determine if significant discrepancies are occurring in the rate of long-term suspensions and expulsions of children with disabilities.

Legal Reference: 92 NAC 51-004.06E

### **14. Access to Instructional Materials**

As part of any print instructional materials adoption process, procurement contract, or other practice or instrument used for purchase of print instructional materials, the District will enter into a written contract with the publisher of the print instructional materials to:

1. Require the publisher to prepare and, on or before delivery of the print instructional materials, provide to the National Instructional Material Access Center, electronic files containing the contents of the print instructional materials using the National Instructional Materials Accessibility Standard, or
2. Purchase instructional materials from the publisher that are produced in, or may be rendered in specialized formats.

Legal Reference: 92 NAC 51-004.15

### **15. Over-Identification and Disproportionality**

Procedures shall be in place to ensure that testing and evaluation materials and procedures utilized for the evaluation and placement of children with disabilities will be selected and administered so as not to be racially or culturally discriminatory. Such materials or procedures shall be provided and administered in the child's native language or mode of communication, unless it is clearly not feasible to do so, and no single procedure shall be the sole criterion for determining an appropriate educational program for a child.

Legal Reference: 92 NAC 51-003.10; 006.02C

**16. Prohibition on Mandatory Medication**

Children shall not be required to obtain a prescription for a controlled substance as a condition of attending school, receiving an evaluation to determine whether a child has a disability or the nature and extent of special education and related services the child needs, or receiving special education services.

Legal Reference: 92 NAC 51-004.11D; 21 U.S.C. §812(c)

**17. Transportation**

Transportation will be provided for children with disabilities who are eligible for transportation and residents of the school district as required by law.

Legal Reference: 92 NAC 51-014.01 through 014.02

**18. Surrogates**

A surrogate will be appointed and other action taken to ensure the rights of children with a disability as required by law.

Legal Reference: 92 NAC 51-009.10

**19. Early Intervention Services – Consent**

When a parent refuses to provide consent under 92 NAC 52, a meeting will be held or offered to explain to the parents how their failure to consent affects the ability of their child to receive services under 92 NAC 52.

Legal Reference: 92 NAC 52

Legal Reference: 34 CFR Parts 300, 303 and 304  
Neb. Rev. Stat. § 79-1110 to 79-1167  
92 NAC 51

Date of Adoption: February 13, 2017  
Date of Review: November 8, 2021

InstructionFirearm Policy

It shall be the policy of the District OR-1 Public School District to undertake all reasonable efforts to prohibit the unlawful possession, the knowingly and intentionally selling, attempting to sell, providing, loaning, delivering, or in any other way transferring the possession of a firearm to a juvenile, and to prevent the unlawful possession of a firearm in a school, on school grounds, in a school owned vehicle, or at a school sponsored activity or athletic event. This policy shall not apply to the issuance of firearms to or possession by members of the Armed Services of the United States, active or reserve, National Guard of the State, or reserve officers training corp, peace officers, off duty cops, or other duly authorized law enforcement officers when on duty or training or when contracted by a school to provide school security or school event contract services. Further, nothing in this policy shall be construed to require school action when a firearm is lawfully possessed by a person receiving instruction, or instruction under the immediate supervision of an adult instructor, or as to firearms contained within a private vehicle operated by a non-student adult when the firearm is not loaded, is encased, and is either in a locked firearm rack that is on a motor vehicle or is in a case that is expressly made for the purpose of containing a firearm and that is completely zipped, snapped, buckled, tied or otherwise fastened with no part of a firearm exposed.

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

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

Date of Adoption: February 13, 2017

Date of Review: November 8, 2021

InstructionComputerInternet Safety and Acceptable Use PolicyA. Internet Safety Policy

It is the policy of District OR-1 Public Schools to comply with the Children's Internet Protection Act (CIPA) and Children's Online Privacy Protection Act (COPPA). With respect to the District's computer network, the District shall: (a) prevent user access to, or transmission of, inappropriate material via Internet, electronic mail, or other forms of direct electronic communications; (b) provide for the safety and security of minors when using electronic mail, chat rooms, and other forms of direct electronic communications; (c) prevent unauthorized access, including so-called "hacking," and other unlawful activities online; (d) prevent unauthorized online disclosure, use, or dissemination of personal identification information of minors; (e) obtain verifiable parental consent before allowing third parties to collect personal information online from students; and (f) implement measures designed to restrict minors' access to materials (visual or non-visual) that are harmful to minors.

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

access to the Internet in accordance with this policy and CIPA. Procedures for the disabling or otherwise modifying any technology protection measures shall be the responsibility of the Superintendent and the Superintendent's designees.

5. Social Networking. Students shall be educated about appropriate online behavior, including interacting with others on social networking websites and in chat rooms, and cyberbullying awareness and response. The plan shall be for all students to be provided education on these subjects. The Superintendent or the Superintendent's designee shall be responsible for identifying educational materials, lessons, and/or programs suitable for the age and maturity level of the students and for ensuring the delivery of such materials, lessons, and/or programs to students.
6. Parental Consent. The District shall obtain verifiable parental consent prior to students providing or otherwise disclosing personal information online.
7. Adoption. This Internet Safety Policy was adopted by the Board at a public meeting, following normal public notice.
8. The District shall comply with the Nebraska Student Online Personal Protection Act and will endeavor to take all reasonable and necessary steps to protect the online privacy of all students.

B. Computer Acceptable Use Policy

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

1. Technology Subject to this Policy. This Computer Acceptable Use Policy applies to all technology resources of the District or made available by the District. Technology resources include, without limitation, computers and related technology equipment, all forms of e-mail and electronic communications, and the internet.
2. Access and User Agreements. Use of the District technology resources is a privilege and not a right. The Superintendent or designee shall develop appropriate user agreements and shall require that employees, students (and their parents or guardians), and others to sign such user agreements as a condition of access to the technology resources, as the Superintendent determines appropriate. Parents and guardians of students in programs operated by the District shall inform the Superintendent or designee in writing if they do not want their child to have access.

The Superintendent and designees are authorized and directed to establish and implement such other regulations, forms, procedures, guidelines, and standards to implement this Policy.

The technology resources are not a public forum. The District reserves the right to restrict any communications and to remove communications that have been posted.

3. Acceptable Uses. The technology resources are to be used for the limited purpose of advancing the District's mission. The technology resources are to be used, in general,

for educational purposes, meaning activities that are integral, immediate, and proximate to the education of students as defined in the E-rate program regulations.

4. Unacceptable Uses.

The following are unacceptable uses of the technology resources:

- a. **Personal Gain:** Technology resources shall not be used, and no person shall authorize its use, for personal financial gain other than in accordance with prescribed constitutional, statutory, and regulatory procedures, other than compensation provided by law.
- b. **Personal Matters:** Technology resources shall not be used, and no person shall authorize its use, for personal matters unless the User has entered into a lease agreement or other similar agreement with the School District that makes such use permissible under law.

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

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

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

- c. **Campaigning:** Technology resources shall not be used, and no person shall authorize its use, for the purpose of campaigning for or against the nomination or election of a candidate or the qualification, passage, or defeat of a ballot question.
- d. **Technology-Related Limitations:** Technology resources shall not be used in any manner which impairs its effective operations or the rights of other technology users. Without limitation,
  1. Users shall not use another person's name, log-on, password, or files for any reason, or allow another to use their password (except for authorized staff members).
  2. Users shall not erase, remake, or make unusable another person's computer, information, files, programs or disks.

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

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

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

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

Legal Reference: Children's Internet Protection Act, 47 USC § 254  
 Children's Online Privacy Protection Act, 15 U.S.C. § 6501  
 FCC Order adopted August 10, 2011  
 47 USC § 254(h)(1)(b); 47 CFR 54.500(b) and 68 FR 36932 (2003) (E-rate restrictions)  
 Neb. Rev. Stat. § 49-14,101.01 (Political Accountability and Disclosure Act)

Date of Adoption: June 12, 2017  
 Date of Review: November 8, 2021

District OR-1 Public Schools  
Addition to Employee Code of Conduct  
*Appendix "1"*

ACCEPTABLE USE OF COMPUTERS AND NETWORKS

ADMINISTRATORS, FACULTY AND STAFF AGREEMENT

In order to make sure that all members of District OR-1 Public Schools community understand and agree to these rules of conduct for use of the e-mail and Internet systems of the school district, the District OR-1 Public School District asks that you, as an administrator, faculty member, or staff member user, sign the following statement:

I have received a copy of, and have read, the Internet Safety and Acceptable Use Policy adopted by the District OR-1 Public Schools, and I understand and will abide by those district guidelines and conditions for the use of the facilities of District OR-1 Public Schools and access to the Internet. I further understand that any violation of the district guidelines is unethical and may constitute a criminal offense. Should I commit any violation, my access privileges will be revoked. School disciplinary action and/or appropriate legal action will be taken.

I agree not to hold the District OR-1 Public Schools, any of its employees, or any institution providing network access to District OR-1 Public Schools responsible for the performance of the system or the content of any material accessed through it.

Employee's Name \_\_\_\_\_

Employee's Signature \_\_\_\_\_ Date: \_\_\_\_\_

This form will be retained on file by authorized  
faculty designee for duration of applicable  
computer/network/Internet use.

District OR-1 Public Schools  
Addition to Student Code of Conduct  
*Appendix "2"*

ACCEPTABLE USE OF COMPUTERS AND NETWORKS

STUDENT’S AGREEMENT

In order to make sure that all members of District OR-1 Public Schools community understand and agree to these rules of conduct, District OR-1 Public Schools asks that you as a student user sign the following statement:

I have received a copy of, and have read, the Internet Safety and Acceptable Use Policy adopted by the District OR-1 Public Schools, and I understand and will abide by those district guidelines and conditions for the use of the facilities of District OR-1 Public Schools and access to the Internet. I further understand that any violation of the district guidelines is unethical and may constitute a criminal offense. Should I commit any violation, my access privileges will be revoked. School disciplinary action and/or appropriate legal action will be taken.

I agree not to hold the District OR-1 Public Schools, any of its employees, or any institution providing network access to District OR-1 Public Schools responsible for the performance of the system or the content of any material accessed through it.

Student's Name \_\_\_\_\_

Student's Signature \_\_\_\_\_ Date: \_\_\_\_\_

This form will be retained on file by authorized faculty designee for duration of applicable computer/network/Internet use.

District OR-1 Public Schools  
Addition to Student Code of Conduct  
*Appendix "3"*

ACCEPTABLE USE OF COMPUTERS AND NETWORKS

PARENT'S AGREEMENT

In order to make sure that all members of District OR-1 Public Schools community understand and agree to these rules of conduct, we ask that you as a parent/guardian sign the following statement:

I have received a copy of, and have read, the Internet Safety and Acceptable Use Policy adopted by District OR-1 Public Schools. As parent or guardian of the student named below, I grant permission for my son or daughter to access networked computer services such as electronic mail (e-mail) and the Internet. I understand that this free access is designed for educational purposes. I also understand that individuals may be held liable for violations of those Terms and Conditions. However, I also recognize that it is impossible to restrict access to all controversial materials and I will not hold District OR-1 Public Schools responsible for materials acquired or sent via the network.

I agree not to hold the District OR-1 Public Schools, any of its employees, or any institution providing network access to District OR-1 Public Schools responsible for the performance of the system or the content of any material accessed through it.

Student's Name \_\_\_\_\_

Parent's Signature \_\_\_\_\_ Date: \_\_\_\_\_

This form will be retained on file by authorized  
faculty designee for duration of applicable  
computer/network/Internet use.

InstructionChronic Infectious Disease Practice and ProcedureA. **Infectious Diseases**

1. This policy applies to any disease not known to be spread by casual, incidental contact. Such diseases include but are not limited to AIDS and Hepatitis B.
2. The safety and health of the students and staff of District OR-1 Public Schools is of ultimate concern. The determination of whether an infected student or employee of the District OR-1 Public School System should be permitted to attend classes, participate in school activities or remain on the job will be made on a case-by-case basis.
3. In making this determination the following factors will be taken into consideration:
  - a. The behavior, neurological development and physical condition of the infected person.
  - b. The expected type of interaction with others in the school setting.
  - c. The impact on both the infected person and others in that setting.
4. The determination of whether or not an infected person remains in the school or school system will be based solely on scientific and medical evidence. Legal advice may also be sought by the district.
5. If determination of whether or not an infected person poses an imminent threat to the health and safety of the school, community or the individual's conduct presents a clear threat to the physical safety of himself/herself or others, then with respect to an infected student, Nebraska Revised Statutes Section 79-264 will be followed concerning exclusion from school. With respect to an infected certified employee of the school district, the provision of Nebraska Revised Statutes, Section 79-838 will be followed with respect to leave of absence.
6. If an infected student in grades K through 12 is not permitted to attend classes, the school will make every reasonable effort to provide the student with an adequate alternative education.
7. Any person with an infectious disease will retain the rights of confidentiality and privacy. Information and discussion with regard to the case will be limited to those who must have information to deal with the

situation. If necessary, the community will be informed that an infectious disease is present in the school system and that the person will be excluded only if the situation warrants such action based upon medical and legal advice. No information will be given out about the individual, his/her medical record or about the family without written permission of the individual (adult) or parent/legal guardian of the student.

**B. Bloodborne Pathogens**

1. First aid may be rendered in situations involving the presence of blood or other potentially infectious materials (hereinafter "bloodborne pathogen situations") by the school nurse, and by such other employees as the Superintendent shall designate. All non-designated employees shall refer bloodborne pathogen situations to a designated employee, and shall not be required to personally render first aid in bloodborne pathogen situations or be disciplined for failure to personally render first aid in bloodborne pathogen situations.
2. An employee who has an employment related bloodborne pathogen exposure incident (an incident in which another person's blood or other potentially infectious material contacts the employee's eye, mouth, mucous membrane, non-intact skin, or pierced mucous membrane or skin barrier) shall promptly give notice of the incident and details of the incident to the superintendent or the superintendent's designee.
3. The Superintendent shall be authorized and required to take such action and adopt such plans as may be required to place this School District in compliance with OSHA regulations concerning bloodborne pathogens, in the event and at such time as this School District may become subject to OSHA regulation.

Date of Adoption: February 13, 2017  
Date of Review: November 8, 2021

InstructionDispensing Medications

The administration of medication at school is strongly discouraged except when necessary for the student's health or education. The dosage intervals of many medications can be adjusted so the times for taking the medication come outside school hours. When possible, interval adjustment should be considered before administering medication at school. All medications administered by school district personnel shall be administered in accordance with the Medication Aide Act.

- A. Authorizations for Prescription Medications. Prescription medications which must be administered during school hours may be administered when the following are on file at school:
1. Physician's Authorization: A physician's signed, dated authorization including name of the medication, dosage, administration route, time to be given at school, and reason child is receiving the medication.
  2. Caretaker's Authorization: A caretaker's signed and dated authorization or permission to administer the medication during school. (Note: All references to "caretaker" in this policy shall mean a parent, foster parent, family member, or legal guardian who provides care for the student for whom medication is to be administered. The laws include a "friend" as a caretaker, but the school will not ordinarily recognize such an individual as a "caretaker" for the purposes of medication administration).
  3. Original Packaging: The medication is in its original packaging and is labeled as dispensed by the prescriber or pharmacist. The label must name the child and identify the medication, strength, time interval and route to be administered. Two labeled containers may be requested: one for home and one for school. If needed, the physician may be contacted for clarification on medication administration.
- B. Authorizations for Non-Prescription Medications. If a student must take non-prescription medication during school, procedures 2 and 3 above are to be followed before administration.
- C. Renewal of Authorizations. Medication authorizations must be renewed annually and updated immediately as changes occur.
- D. Documentation of Administration of Medication. The school district shall keep and maintain accurate medication administration records. A record of each dose of medication administered shall be documented reflecting the student's name, and the name of the medication, date, time, dosage, route, the signature and title of the person administering the medication and any unusual observations, and any refusal by the recipient to take and/or receive the medication. Medication documentation shall be kept

confidential in accordance with the policies and practices concerning student records, provided that medication administration records shall be available to the Department of Education and the Department of Health and Human Services Regulation and Licensure for inspection and copying according to the Family Education Rights and Privacy Act (FERPA) requirements. Such medication administration records shall be maintained for not less than two (2) years.

- E. Storage of Medications. Medication shall be stored in a locked or otherwise secure area in accordance with the manufacturer's or dispensing pharmacist's instructions or temperature, light, humidity, or other storage instructions. Only authorized school personnel who are designated by the administration of the school district for administration of medications shall have access to the medications. The school nurse shall establish procedures for monitoring the storage and handling of medication, the medication's expiration date, and the disposal of medication.
- F. Receipt and Disposal of Medications. Medication shall be delivered to school personnel and picked up by the parent. When medication is received, the amount received should be documented. Medication which is either past the expiration date or not claimed by the parent by the end of the school year shall be destroyed. Procedures for destroying medication shall include witness and documentation.
- G. Administration of Medication by School Personnel.
1. Administration of Medication: Administration of medication includes, but is not limited to:
    - a. Providing medications for another person according to the "five rights" (getting the right drug to the right recipient in the right dosage by the right route at the right time);
    - b. Recording medication provision; and
    - c. Observing, monitoring, reporting, and otherwise taking appropriate actions regarding desired affects, side effects, interactions, and contraindications associated with the medication.
  2. Authorized School Personnel: Administration of medication shall only be done by the following school personnel:
    - a. Health Care Professionals (School Nurses). This means an individual who holds a current license from the Department of Health and Human Services Regulation and Licensure for whom administration of medication is included in the scope of practice. For purposes of this Policy, such individuals are referred to as "school nurses."
    - b. Medication Competent Staff. This means a staff member of the school who has been determined to be competent to administer medication by: (i) a recipient with capability and capacity to make an informed decision about medications (at a minimum, the recipient must be age 19 or older),

(ii) a caretaker for the student, or (iii) the health care professional designated by the school to conduct the assessment.

- (1) Determination of Competency by School Nurse: A staff member may be determined to be competent where the staff member:
- (i) passes a competency assessment every 3 years
  - (ii) that demonstrates the staff member can follow the minimal competencies
  - (iii) to the satisfaction of the school nurse (school nurses are the school district's designated health care professionals).

Training is not required. The school nurse shall, however, provide such training as the school nurse determines in the exercise of professional judgment to be appropriate given the experience level of the staff member and the anticipated medication administration for which the staff member will be responsible.

- (2) Competency Certificate: Upon successful completion of the competency assessment, the school nurse shall give the Principal and the medication competent staff member written documentation of successful completion of competency assessment. The documentation may be by letter, certificate, or other written memoranda and shall include: the name of the school staff member who successfully completed the competency assessment; the date the competency assessment was conducted; and, the name, profession, and license number of the school nurse who conducted the competency assessment.
- (3) Maintain Records of Assessments: The school shall maintain written documentation of successful completion of competency assessments, identification of the individual providing direction and monitoring, and acceptance of the responsibility for direction and monitoring for a minimum of two (2) years.
- (4) Direction and Monitoring: A medication competent staff member is to be subject to direction and monitoring, which involves responsibility for observing and taking appropriate action regarding any desired effects, side effects, interactions, and contraindications associated with the medication. Direction and monitoring is to be done by a recipient with capability and capacity to make an informed decision about medications, a caretaker, or the school nurse. The school nurse is identified as a person being responsible for direction and monitoring and for each medication competent staff member is to accept responsibility for direction and monitoring of medication competent staff member in writing.

- (5) Errors. Medication competent staff members are to promptly report any medication errors or concerns to the school nurse.

3. Minimum Competencies:

The minimum competencies to be demonstrated by medication competent staff and to be implemented in practice by all school personnel engaged in medication administration are:

- (1) Maintaining confidentiality.
- (2) Complying with a competent recipient's right to refuse to take medication and, in the case of a non-competent, recognize the requirement to seek advice and consultation with the physician, physician's designee, or caretaker of the student providing direction and monitoring regarding the procedures and persuasive methods to be used to encourage compliance with medication provision. Recognizing that persuasive methods should not include anything that causes injury to the recipient.
- (3) Maintaining hygiene and current accepted standards for infection control.
- (4) Documenting accurately and completely.
- (5) Safely providing medications according to the "five rights" ("five rights" means getting the right drug to the right recipient in the right dosage by the right route at the right time).
- (6) Having the ability to understand and follow instructions.
- (7) Practicing safety in application of procedures for storage, handling and administration of medications.
- (8) Complying with limitations and conditions under which school personnel may provide medications.
- (9) Having an awareness of abuse and neglect reporting requirements.
- (10) Recognizing general unsafe conditions indicating that the medication should not be provided including change in consistency or color of the medication, unlabeled medication or illegible medication label, and those medications that have expired.
- (11) Recognizing that unsafe conditions should be reported to the caretaker or licensed health care professional responsible for providing direction and monitoring (typically, the school nurse).
- (12) Recognizing general conditions which may indicate an adverse reaction to medication such as rashes/hives, and general changes in recipient's condition which may indicate inability to receive medications, and that all such conditions shall be reported to the caretaker or licensed health care professional responsible for providing direction and monitoring (typically, the school nurse).

4. Routes of Medication Administered by School Personnel:

- a. Routine Medication via Oral, Inhalation, Topical, and Instillation Routes: School nurses and medication competent staff may provide routine medications (meaning the frequency of administration, amount, strength, and method are specifically fixed) by the following routes:

- (1) Oral, which includes any medication given by mouth including sublingual (placing under the tongue) and buccal (placing between the cheek and gum) routes and oral sprays;
  - (2) Inhalation, which includes inhalers, and nebulizers. Oxygen may be given by inhalation;
  - (3) Topical application of sprays, creams, ointments, and lotions and transdermal patches; and
  - (4) Instillation by drops, ointments, and sprays into the eyes, ears, and nose.
- b. Administration of Medication via Additional Routes, PRN Medication, and Observing and Reporting: School nurses and medication competent staff may provide medication by additional routes not listed in subparagraph “a” above (“additional routes”), provide PRN medication (PRN medication means an administration scheme in which a medication is not routine, is taken as needed, and requires assessment for need and effectiveness), or participate in observing and reporting for monitoring medications only under the following conditions:
- (1) In the case of a medication competent staff member, a determination has been made by the school nurse or by the student’s physician or duly licensed health care professional that that these activities can be done safely for the specified recipient by the medication competent staff member and the determination is placed in writing.
  - (2) Directions for additional routes must be for recipient specific procedures and must be in writing.
  - (3) Directions for PRN medication must be in writing and include parameters for provision of PRN medication.
  - (4) Directions for observing and reporting for monitoring medication must be in writing and include the parameters for the observation and reporting.
  - (5) School personnel administering the medication shall comply with the written directions.
- c. Injections: School nurses will ordinarily be responsible for medications that must be provided or administered by injection. A medication competent staff member will not ordinarily administer medications by injection without specific training on injection administration. Students may be authorized to self-administer medication as hereafter provided.
5. Refusal to Administer Medication: School personnel may refuse to give a medication at school if after a reasonable and prudent research by a school health care professional as set forth in subparagraph “e” below, a decision has been

made that the dosage prescribed exceeds that which is recommended in the Physician's Desk Reference, Mosby's Nursing Drug Reference, the most recent edition of the Nursing Drug Handbook, or other pharmaceutical manuals handbook; or when a drug or substance is not currently approved by the FDA. When school personnel refuse to carry out a request to administer medication, the following procedure shall be followed:

- a. Notify the nursing supervisor who will notify Superintendent.
- b. Notify attending physician by phone with follow-up in writing:
  - (1) State concern for dosage or particular medication, etc.
  - (2) Make every attempt to work out a suitable solution - Example: Change of time of administration, change of dosage, change of medication;
  - (3) Follow-up in writing.
- c. Meet with parents:
  - (1) State concern for dosage or medication;
  - (2) Offer alternatives - Example: Change of time so as not to be given during school hours.
- d. Consult with Nebraska State Board of Health for current procedures regarding refusal to follow written physician's orders.
- e. Research by health care professional:
  - (1) Collect research articles from professional journals, organizations, etc.;
  - (2) Contact other physicians requesting their professional opinions and ask them to review current research;
  - (3) Contact state licensing boards and school nurse consultant;
  - (4) Consult with district's legal counsel;
  - (5) Assemble all data for review;
  - (6) Present data to review team organized by the Superintendent;
  - (7) Decision rendered and implemented;
  - (8) Parents and physician contacted in writing; and
  - (9) Alter and update policies and procedures as needed.

Legal Reference: Neb. Rev. Stat. §§ 71-6718 to 71-6742; NDE Rule 59

Date of Adoption: February 13, 2017

Date of Review: November 8, 2021

**CARETAKER AUTHORIZATION FOR  
ADMINISTRATION OF PRESCRIPTION MEDICATION TO STUDENT**

The undersigned(s) is/are the caretaker(s), parent(s), guardian(s), or person(s) in charge of \_\_\_\_\_ (“the Student”).

It is necessary that the Student receive \_\_\_\_\_ (medication), a physician-prescribed medication, during school intervals beginning on \_\_\_\_\_ (date) and continuing through \_\_\_\_\_ (date).

**CHECK ONE (1) OF THE FOLLOWING BOXES**

\_\_\_\_\_ I hereby authorize District OR-1 Public Schools to allow the Student to administer the above-described medication to himself/herself without monitoring or supervision by school personnel.

\_\_\_\_\_ I hereby request District OR-1 Public Schools, or its authorized representative, to administer the above-named medication to the Student, in accordance with the prescribing physician’s instructions, and agree to:

1. Submit this request to the principal or school nurse.
2. Make certain the Physician’s Request for the Administration of Prescription Medication by School Personnel is submitted to the principal or school nurse.
3. Make sure personally that the medication is received by the principal or school nurse and/or county nursing services administering it, in the container in which it was dispensed by the prescribing physician or licensed pharmacist.
4. Make sure personally that the container in which the medication is in is marked with the medication name, dosage, interval dosage, and date after which no administration should be given.
5. Submit a REVISED STATEMENT signed by the physician prescribing the medication to the principal or school nurse IF ANY OF THE INFORMATION PROVIDED BY THE PHYSICIAN CHANGES.
6. Provide directions to the school personnel providing the medication.
7. Provide monitoring of the medication's effects, and assume full responsibility therefor.

I understand that unlicensed school personnel may be assigned to provide medication to the Student and hereby release the School District and the Board of Education of the School District and all employees, agents, and representatives of the School District from any liability concerning the providing or non-providing of the medication to the Student.

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

_____	_____
Work Telephone Number	Name of Student
_____	_____
Home Telephone Number	Parent/Guardian
_____	_____
Alternate Number for Parent	Parent/Guardian

**PROVISION OF MEDICATION TO STUDENT  
PHYSICIAN'S REQUEST FOR ADMINISTRATION OF PRESCRIPTION  
MEDICATION BY SCHOOL PERSONNEL**

Date \_\_\_\_\_

\_\_\_\_\_ (Student's full name) is under my care and must take medication which I have prescribed during the school day.

Name of medication (as it appears on container in which the medication is stored) \_\_\_\_\_

Dosage and time \_\_\_\_\_

Date provision of medication is to begin \_\_\_\_\_

Date after which the medication should not be provided \_\_\_\_\_

Possible adverse reactions to be reported to physician \_\_\_\_\_

Special instructions for the provision and storage of the medication \_\_\_\_\_

\_\_\_\_\_  
Print or Type Name of Physician

\_\_\_\_\_  
Primary Phone Number

\_\_\_\_\_  
Signature of Physician

\_\_\_\_\_  
Secondary Phone Number

**RECORD OF THE PROVISION OF PRESCRIPTION MEDICATION**

Parent's Phone # \_\_\_\_\_  
 Name of Student \_\_\_\_\_ Grade \_\_\_\_\_  
 Medication \_\_\_\_\_ Date to Begin \_\_\_\_\_ Date to End \_\_\_\_\_  
 Dosage \_\_\_\_\_ Time \_\_\_\_\_  
 Doctor \_\_\_\_\_ Phone #1 \_\_\_\_\_ Phone #2 \_\_\_\_\_  
 Possible Adverse Reaction: \_\_\_\_\_

Person(s) Authorized to Administer Medications: \_\_\_\_\_

Date Provided	Time Provided	Medication Name	Dosage Provided	Route	Refused Medication	Signature of Employee Providing Medication

InstructionStudent Self-Management of Asthma, Anaphylaxis, and/or Diabetes

Students with asthma, anaphylaxis or diabetes will be permitted to self-manage such medical conditions upon:

- (1) written request of the student's parent or guardian;
- (2) authorization of the student's physician or, for asthma and anaphylaxis, a health care professional who prescribed the medication for treatment of the student's condition;
- (3) receipt of a signed no liability statement from the parent or guardian; and
- (4) development of an asthma or anaphylaxis or a diabetes medical management plan for the student.

Students with such a medical management plan may possess the necessary medication to manage their medical condition upon the conditions established in the plan and not be subject to discipline for such possession. Provided that, if the student uses or allows the medication to be used for any reason other than as prescribed or as provided in the plan or possesses the medication other than as provided in the plan the student shall be subject to discipline in accordance with the student conduct and drug-free school policies.

Legal Reference: Neb. Rev. Stat. §§ 79-224 and 79-225

Date of Adoption: February 13, 2017

Date of Review: November 8, 2021

Plan For \_\_\_\_\_ (Student) Dated: \_\_\_\_\_

**ASTHMA OR ANAPHYLAXIS MEDICAL MANAGEMENT PLAN**

**I. CONTACT AND PLAN INFORMATION**

**Student's Name:** \_\_\_\_\_ **Date of Birth:** \_\_\_\_/\_\_\_\_/\_\_\_\_

(Month) (Day) (Year)

**Health Condition:**  Asthma  Anaphylaxis (For this Plan "Health Condition" means the condition(s) checked)

**Mother/Guardian:** \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: Home \_\_\_\_\_ Work \_\_\_\_\_ Cell \_\_\_\_\_

**Father/Guardian:** \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: Home \_\_\_\_\_ Work \_\_\_\_\_ Cell \_\_\_\_\_

**Student's Doctor/Health Care Provider:** \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Emergency Number: \_\_\_\_\_

**Other Emergency Contacts:** \_\_\_\_\_

Relationship: \_\_\_\_\_

Telephone: Home \_\_\_\_\_ Work \_\_\_\_\_ Cell \_\_\_\_\_

**II. PARENT OR GUARDIAN  
AUTHORIZATION, APPROVAL AND LIABILITY WAIVER**

The parents or guardians (hereinafter "Parent") request that District OR-1 Public Schools allow the Student to self-manage the health condition and accept and agree to this Medical Management Plan. The Guidelines for Asthma or Anaphylaxis Medical Management Plan are incorporated into and are a part of this Plan.

Parents understand and agree that if the Student injures school personnel or another student as the result of the misuse of necessary asthma or anaphylaxis medical supplies, Parents shall be responsible for any and all costs associated with such injury. Parents acknowledge that (a) the school and its employees and agents are not liable for any injury or death arising from the Student's self-management of the Student's Health Condition and Parents release same from any such claims and (b) Parents shall and do hereby agree to indemnify and hold harmless the school and its employees and agents against any claim arising from the Student's self-management of Student's Health Condition. This release, indemnification and hold harmless agreement shall take effect immediately and shall stay in effect for as long as the Student is provided permission to self-administer medication.

Parent/guardian signature: \_\_\_\_\_ Date: \_\_\_\_\_

Parent/guardian signature: \_\_\_\_\_ Date: \_\_\_\_\_

**III. STUDENT AGREEMENT**

I will use the prescription asthma or anaphylaxis medication only as prescribed and as permitted by the Plan. I will not share the medication with others and I will not create an unnecessary distraction to others. I have been instructed how to self-administer this medication and understand the side effects of improper use and will promptly report self-administration and follow the Guidelines. I understand that if I do not abide by these terms, I may be disciplined and that this Plan will be re-evaluated. I release the school and its employees of any liability in any way related to this Plan or my use of the medication.

Student signature: \_\_\_\_\_ Date: \_\_\_\_\_

**IV. MEDICAL MANAGEMENT PLAN**

**A. Health care services the Student may receive at school relating to Student’s Health Condition:** See Guidelines (Part V).

**B. Evaluation of Student’s understanding of and ability to self-manage Student’s Health Condition.**

The parents/guardians and the Physician certify that the Student has a sufficient level of understanding and ability to self-manage the Student’s Health Condition as follows:

1. Access to Prescription Asthma/Anaphylaxis Medication
  - May have medication in Student’s possession at any time.
  - May have medication in Student’s possession when the health office is not accessible (for example, when the Student is out of the school on field trips or participating in extracurricular activities) but should otherwise be maintained in the health office.
  - May not have medication in Student’s possession except for emergency use.
2. Self-Administration of Prescription Asthma/Anaphylaxis Medication
  - May self-administer independently and without supervision. The Student has had training and is proficient in self-administering medication.
  - May self-administer when the health office or school staff authorized to administer medication are not readily accessible (for example, when the Student is out of the school on field trips or participating in extracurricular activities); but should otherwise have medication administered by the health office or authorized school staff.
  - May not self-administer except for emergency use.

**C. It is agreed that this Plan permits regular monitoring of Student’s self-management of Student’s Health Condition by an appropriately credentialed health care professional.**

**D. Name, purpose and dosage of prescription asthma or anaphylaxis medication prescribed for Student:** See Student Asthma/Anaphylaxis Action Plan (Part IV(F)).

**E. Procedures for storage and access to backup supplies of such prescription medication for Student’s Health Condition:**

1. The Student, when permitted to be in possession of medication, will have only the prescription medication that might be needed for the Student’s own use. For example, the Student may have one inhaler, but not two, unless the first is nearly empty
2. The school will store any backup supply needed in accordance with its medication storage procedures.
3. The student may have access to the backup supply when necessary by requesting such from the health office.

**F. Student Asthma/Anaphylaxis Action Plan**

**Student Name:** \_\_\_\_\_ **Date of Birth:** \_\_\_\_/\_\_\_\_/\_\_\_\_  
 (Month) (Day) (Year)

**EXERCISE PRECAUTION** - Administer inhaler 15-30 minutes before exercise (eg, gym class, recess)

Albuterol inhaler (Proventil, Ventolin) 2 inhalations

<p><b><u>ASTHMA TREATMENT</u></b>                  Give or self-administer <b>quick relief medication</b> when Student experiences asthma symptoms such as, coughing, wheezing, or tight chest.  <b>Quick relief medication:</b></p> <p><input type="checkbox"/> Albuterol inhaler (Proventil, Ventolin) 2 inhalations</p> <p><input type="checkbox"/> Pirbuterol inhaler (Maxair) 2 inhalations</p> <p><input type="checkbox"/> Albuterol inhaled <i>by nebulizer</i> (Proventil, Ventolin)</p> <p style="padding-left: 40px;"><input type="checkbox"/> 0.63 mg/3 mL</p> <p style="padding-left: 40px;"><input type="checkbox"/> 1.25 mg/3 mL</p> <p><input type="checkbox"/> Levalbuterol inhaled <i>by nebulizer</i> (Xopenex)</p> <p style="padding-left: 40px;"><input type="checkbox"/> 0.31 mg/3 mL</p> <p style="padding-left: 40px;"><input type="checkbox"/> 0.63 mg/3 mL</p> <p style="padding-left: 40px;"><input type="checkbox"/> 1.25 mg/3 mL</p> <p><input type="checkbox"/> May carry and self-administer metered-dose inhaler per Part IV(B) of Medical Management Plan.</p>	<p><b>IF SCHOOL STAFF INVOLVED-- CLOSELY OBSERVE STUDENT AFTER QUICK RELIEF ASTHMA MEDICATION IS ADMINISTERED</b></p> <p><b>If after 10 minutes:</b></p> <ul style="list-style-type: none"> <li>• Symptoms are improved, student may return to classroom after notifying parent/guardian.</li> <li>• If no improvement in symptoms, repeat the above medication and notify parent/guardian immediately and determine student’s ability to remain in school for the day.</li> <li>• <b><i>If student continues to worsen CALL 911 and INITIATE Emergency Response to Life-Threatening Asthma or Systemic Allergic Reactions Protocol (Asthma).</i></b></li> </ul>
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<p><b><u>ANAPHYLAXIS TREATMENT</u></b>                  Give or self-administer <b>epinephrine</b> when Student experiences allergy symptoms, such as hives, difficulty breathing (chest or neck “sucking in”), lips or fingernails turning blue, or trouble talking (shortness of breath).</p> <p><input type="checkbox"/> The Student has severe allergies to the following:                  _____</p> <p><input type="checkbox"/> Epinephrine injection (please specify):</p> <p style="padding-left: 40px;"><input type="checkbox"/> EpiPen 0.3 mg                      <input type="checkbox"/> Twinject 0.3 mg</p> <p style="padding-left: 40px;"><input type="checkbox"/> EpiPen Jr. 0.15 mg                  <input type="checkbox"/> Twinject 0.15 mg</p> <p><input type="checkbox"/> May carry and self-administer epinephrine injection per Part IV(B) Medical Management Plan.</p>	<p><b>IF SCHOOL STAFF INVOLVED--CLOSELY OBSERVE STUDENT AFTER EPINEPHRINE IS ADMINISTERED</b></p> <ul style="list-style-type: none"> <li>• <b><i>CALL 911 and closely observe the student.</i></b></li> <li>• Notify parent/guardian immediately.</li> <li>• Even if student improves, the student should be observed for recurrent symptoms of anaphylaxis in an emergency medical facility.</li> <li>• <b><i>If student does not improve or continues to worsen, INITIATE Nebraska’s schools Emergency Response to Life-Threatening Asthma or Systemic Allergic Reactions Protocol (Anaphylaxis).</i></b></li> </ul>
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Possible adverse reactions to be reported to physician \_\_\_\_\_

Special instructions \_\_\_\_\_

I am the Student’s Physician or other health care professional who prescribed the medication for treatment of the student's condition. Student has  Asthma  Anaphylaxis and has been prescribed the medication referenced above. Student has the ability to safely and responsibly self-manage Student’s Health Condition in accordance with this Asthma or Anaphylaxis Medical Management Plan. I approve the Medical Management Plan and the Student Asthma/Anaphylaxis Action Plan and authorize Student to self-manage Student’s Health Condition at school in accordance with the Plan.

Physician signature: \_\_\_\_\_

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

**V. GUIDELINES FOR  
ASTHMA OR ANAPHYLAXIS MEDICAL MANAGEMENT PLAN**

**Term of Plan:** The plan is effective for the current school year. A new plan must be established each school year or more often if changes occur to the student’s health or prescribed treatment or student’s ability to self-manage.

**Medications:** The parents or guardians are responsible for supplying any and all prescription asthma/anaphylaxis medications required under the Plan; the school is not responsible for providing the medications. Prescribed asthma/anaphylaxis medications to be used by the Student under this Plan must be furnished in a current original container from the pharmacy with the student's name and the name of the medication, and where applicable, the strength and the dosage to be given. Inhalers must have a label attached to the inhaler itself, not on the packaging. If the prescribed medication, dosage or time of medication changes, the parents or guardians must promptly submit to the school nurse or designee the new prescription and as necessary a new asthma/anaphylaxis action plan. Any non-prescription medication must be furnished in the original container from the manufacturer. The school will store any backup supply needed in accordance with its medication storage procedures. The student may have access to the backup supply when necessary by requesting such from the health office.

**Health care services the Student may receive at school relating to Student’s Health Condition.**

1. Standard health services available to all students.
2. Storage of backup asthma or anaphylaxis medication supplies.
3. Recording of student self-administration reports.

**Consultations:** The school may consult with a registered nurse or other health care professional employed by such school during development of the plan.

**Permitted Self-Management:** Pursuant to the Asthma or Anaphylaxis Medical Management Plan the Student shall be permitted to self-manage the Student’s asthma or anaphylaxis condition in the classroom or any part of the school or on school grounds, during any school-related activity, or in any private location specified in the plan.

**Student Reports of Self-Administration:** The Student shall promptly notify the school nurse, the school nurse’s designee, or another designated adult at the school when the Student has self-administered prescription asthma or anaphylaxis medication pursuant to the Plan.

**Responses to Student Misuse:** The possession of medications by Students is a violation of the school’s drug and student conduct policies and may result in an expulsion from school. To the extent this Asthma or Anaphylaxis Medical Management Plan permits the Student to be in possession of prescribed asthma/anaphylaxis medications, the Plan allows the Student an exception to the school drug and student conduct policies. However, this exception only extends to the extent provided in the Plan. In the event the Student uses his or her prescription asthma or anaphylaxis medication other than as prescribed, or possesses medication other than as permitted by the Plan, the Student is subject to disciplinary action by the school, up to and including an expulsion. The school will promptly notify the parent or guardian of any disciplinary action imposed. The disciplinary action will not include a limitation or restriction on the student’s access to such medication; however, it is agreed that in the event of any such misuse, a re-evaluation of the Student’s understanding of and ability to self-manage Student’s Health Condition will occur and the re-evaluation may result in a modification or termination of this Plan.

**Sharing Plan:** It is agreed that this Asthma or Anaphylaxis Medical Management Plan may be shared with school officials and agents who have a need to be aware of it; that those who have the need to be aware of it include student health staff and also include staff responsible for student discipline (e.g. staff need to know that the Student is authorized to have the medication on the

Student's person so the Student is not reported for a violation of the school's drug policies). The school officials who may be informed of the Plan thus include: administration, school nurse, school office staff, teachers and any paraeducators or specialists who provide services to the Student, and the coaches and sponsors of extracurricular activities in which the Student participates.

**Filing of Plan:** This Asthma or Anaphylaxis Medical Management Plan is to be kept on file at the school where the Student is enrolled.

**VI. SCHOOL NURSE ACKNOWLEDGEMENT OF  
ASTHMA OR ANAPHYLAXIS MEDICAL MANAGEMENT PLAN**

- Parent Request and Liability Waiver signed  Student Agreement signed.
- Management Plan (including Action Plan) signed by Physician.
- Guidelines reviewed with the Student and Parent/Guardian.
- Copy of Guidelines and Student Agreement received by Parent/Guardian for reference.

School Nurse or designee signature: \_\_\_\_\_

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

**Asthma/Allergy Self-Management Log**

Student Name \_\_\_\_\_

Student Date of Birth \_\_\_\_\_

Date Started	Medication	Dosage	Time	Frequency	Physician	Phone #

Date/time of report	Date/time administration	Observation/Complications	Employee Recording Student Report	Parent Notification
				Date: _____ <input type="checkbox"/> Phone <input type="checkbox"/> Form
				Date: _____ <input type="checkbox"/> Phone <input type="checkbox"/> Form
				Date: _____ <input type="checkbox"/> Phone <input type="checkbox"/> Form
				Date: _____ <input type="checkbox"/> Phone <input type="checkbox"/> Form
				Date: _____ <input type="checkbox"/> Phone <input type="checkbox"/> Form
				Date: _____ <input type="checkbox"/> Phone <input type="checkbox"/> Form
				Date: _____ <input type="checkbox"/> Phone <input type="checkbox"/> Form
				Date: _____ <input type="checkbox"/> Phone <input type="checkbox"/> Form
				Date: _____ <input type="checkbox"/> Phone <input type="checkbox"/> Form

Parents/Guardian \_\_\_\_\_ Phone \_\_\_\_\_  
 Teacher \_\_\_\_\_ Grade \_\_\_\_\_

Plan For \_\_\_\_\_ (Student) Dated: \_\_\_\_\_

**DIABETES MEDICAL MANAGEMENT PLAN**

**I. CONTACT AND PLAN INFORMATION**

**Student's Name:** \_\_\_\_\_ **Date of Birth:** \_\_\_\_/\_\_\_\_/\_\_\_\_  
(Month) (Day) (Year)

**Health Condition:**  Diabetes type 1  Diabetes type 2 (For this Plan "Health Condition" means diabetes)

**Mother/Guardian:** \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: Home \_\_\_\_\_ Work \_\_\_\_\_ Cell \_\_\_\_\_

**Father/Guardian:** \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: Home \_\_\_\_\_ Work \_\_\_\_\_ Cell \_\_\_\_\_

**Student's Doctor/Health Care Provider:** \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Emergency Number: \_\_\_\_\_

**Other Emergency Contacts:** \_\_\_\_\_

Relationship: \_\_\_\_\_

Telephone: Home \_\_\_\_\_ Work \_\_\_\_\_ Cell \_\_\_\_\_

**II. PARENT OR GUARDIAN AUTHORIZATION, APPROVAL AND LIABILITY WAIVER**

The parents or guardians (hereinafter "Parent") request that District OR-1 Public Schools allow the Student to self-manage the health condition and accept and agree to this Medical Management Plan. The Guidelines for Diabetes Medical Management Plan are incorporated into and are a part of this Plan.

Parents understand and agree that if the Student injures school personnel or another student as the result of the misuse of necessary diabetes medical supplies, Parents shall be responsible for any and all costs associated with such injury. Parents acknowledge that (a) the school and its employees and agents are not liable for any injury or death arising from the Student's self-management of the Student's Health Condition and Parents release same from any such claims and (b) Parents shall and do hereby agree to indemnify and hold harmless the school and its employees and agents against any claim arising from the Student's self-management of Student's Health Condition. This release, indemnification and hold harmless agreement shall take effect immediately and shall stay in effect for as long as the Student is provided permission to self-administer medication.

Parent/guardian signature: \_\_\_\_\_ Date: \_\_\_\_\_

Parent/guardian signature: \_\_\_\_\_ Date: \_\_\_\_\_

**III. STUDENT AGREEMENT**

I will use the prescription diabetes medication only as prescribed and as permitted by the Plan. I will not share the medication with others and I will not create an unnecessary distraction to others. I have been instructed how to self-administer this medication and understand the side effects of improper use and will follow the Guidelines. I understand that if I do not abide by these terms, I may be disciplined and that this Plan will be re-evaluated. I release the school and its employees of any liability in any way related to this Plan or my use of the medication.

Student signature: \_\_\_\_\_ Date: \_\_\_\_\_

**IV. MEDICAL MANAGEMENT PLAN**

**A. Health care services the Student may receive at school relating to Student's Health Condition:** See Guidelines (Part V).

**B. Evaluation of Student's understanding of and ability to self-manage Student's Health Condition.**

The parents/guardians and the Physician certify that the Student has a sufficient level of understanding and ability to self-manage the Student's Health Condition as follows:

1. Access to Prescription Diabetes Medication

- May have medication in Student's possession at any time.
- May have medication in Student's possession when the health office is not accessible (for example, when the Student is out of the school on field trips or participating in extracurricular activities) but should otherwise be maintained in the health office.
- May not have medication in Student's possession except for emergency use.

2. Self-Administration of Prescription Diabetes Medication

- May self-administer independently and without supervision. The Student has had training and is proficient in self-administering medication.
- May self-administer when the health office or school staff authorized to administer medication are not readily accessible (for example, when the Student is out of the school on field trips or participating in extracurricular activities); but should otherwise have medication administered by the health office or authorized school staff.
- May not self-administer except for emergency use.

**C. It is agreed that this Plan permits regular monitoring of Student's self-management of Student's Health Condition by an appropriately credentialed health care professional.**

**D. Name, purpose and dosage of prescription diabetes medication prescribed for Student:** See Student Diabetes Action Plan (Part IV(F)).

**E. Procedures for storage and access to backup supplies of such prescription medication for Student's Health Condition:**

1. The Student, when permitted to be in possession of medication, will only have the prescription medication that might be needed for the Student's own use.
2. The school will store any backup supply needed in accordance with its medication storage procedures.
3. The student may have access to the backup supply when necessary by requesting such from the health office.

**F. Student Diabetes Action Plan**

**Student Name:** \_\_\_\_\_ **Date of Birth:** \_\_\_\_/\_\_\_\_/\_\_\_\_  
(Month) (Day) (Year)

**EXERCISE PRECAUTION** - Should not exercise (eg, gym class, recess) if blood glucose level is below \_\_\_\_\_ mg/dl or if moderate to large urine ketones are present

**SUPPLIES TO BE CARRIED BY THE STUDENT**

**“USE” DESCRIBES PURPOSE, WHEN TO USE & AS RELEVANT,**

**DOSAGE**

Use: \_\_\_\_\_

Blood glucose meter, blood glucose test strips, batteries for meter

Use: \_\_\_\_\_

Lancet device, lancets, gloves, etc.

Use: \_\_\_\_\_

Urine ketone strips

Use: \_\_\_\_\_

Insulin pump and supplies

Use: \_\_\_\_\_

Insulin pen, pen needles, insulin cartridges

Use: \_\_\_\_\_

Fast-acting source of glucose

Use: \_\_\_\_\_

Carbohydrate containing snack

Use: \_\_\_\_\_

Continuous Glucose Monitor

Use: \_\_\_\_\_

May carry and self-administer above medications and supplies per Part IV(B) of Medical Management Plan.

Possible adverse reactions to be reported to physician \_\_\_\_\_

Special instructions \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I am the Student’s Physician. Student has diabetes and has been prescribed the medication referenced above. Student has the ability to safely and responsibly self-manage Student’s Health Condition in accordance with this Diabetes Medical Management Plan. I approve the Medical Management Plan and the Student Diabetes Action Plan and authorize Student to self-manage Student’s Health Condition at school in accordance with the Plan.

Physician signature: \_\_\_\_\_ Date: \_\_\_\_\_

### V. GUIDELINES FOR DIABETES MEDICAL MANAGEMENT PLAN

**Term of Plan:** The plan is effective for the current school year. A new plan must be established each school year or more often if changes occur to the student's health or prescribed treatment or student's ability to self-manage.

**Medications:** The parents or guardians are responsible for supplying any and all prescription diabetes medications required under the Plan; the school is not responsible for providing the medications. Prescribed diabetes medications to be used by the Student under this Plan must be furnished in a current original container from the pharmacy with the student's name and the name of the medication, and where applicable, the strength and the dosage to be given. If the prescribed medication, dosage or time of medication changes, the parents or guardians must promptly submit to the school nurse or designee the new prescription and as necessary a new diabetes action plan. Any non-prescription medication must be furnished in the original container from the manufacturer. The school will store any backup supply needed in accordance with its medication storage procedures. The student may have access to the backup supply when necessary by requesting such from the health office.

**Disposal of Medical Supplies:** The student shall be responsible for proper disposal of used syringes and other medical supplies. Used syringes and blood borne pathogen materials shall be immediately placed in a safe receptacle and properly disposed of in accordance with directions of the school health office and school administration.

**Health care services the Student may receive at school relating to Student's Health Condition.**

1. Standard health services available to all students.
2. Storage of backup diabetes medication supplies.
3. Individual Health Plan (IHP) for diabetes management may be developed on request.

**Consultations:** The school may consult with a registered nurse or other health care professional employed by such school during development of the plan.

**Permitted Self-Management:** Pursuant to the Diabetes Medical Management Plan the Student shall be permitted to self-manage the Student's diabetes condition in the classroom or any part of the school or on school grounds, during any school-related activity, or in any private location specified in the plan.

**Student Reports of Self-Administration:** The Student is not required to report self-administration when the Student has self-administered prescription diabetes medication pursuant to the Plan. The school health office will maintain a log of self-administration reports upon request of the parent or guardian.

**Responses to Student Misuse:** The possession of medications by Students is a violation of the school's drug and student conduct policies and may result in an expulsion from school. To the extent this Diabetes Medical Management Plan permits the Student to be in possession of prescribed diabetes medications, the Plan allows the Student an exception to the school drug and student conduct policies. However, this exception only extends to the extent provided in the Plan. In the event the Student uses his or her prescription diabetes medication other than as prescribed, or possesses medication other than as permitted by the Plan, the Student is subject to disciplinary action by the school, up to and including an expulsion. The school will promptly notify the parent or guardian of any disciplinary action imposed. The disciplinary action will not include a limitation or restriction on the student's access to such medication unless the school determines that the Student has endangered himself, herself, or others through the misuse or threatened misuse of such medical supplies. It is agreed that in the event of any such misuse a re-evaluation of the Student's understanding of and ability to self-manage Student's Health Condition will occur and the re-evaluation may result in a modification or termination of this Plan.

**Sharing Plan:** It is agreed that this Diabetes Medical Management Plan may be shared with school officials and agents who have a need to be aware of it; that those who have the need to be aware of it include student health staff and also include staff responsible for student discipline (e.g. staff need to know that the Student is authorized to have the medication on the Student’s person so the Student is not reported for a violation of the school’s drug policies). The school officials who may be informed of the Plan thus include: administration, school nurse, school office staff, teachers and any paraeducators or specialists who provide services to the Student, and the coaches and sponsors of extracurricular activities in which the Student participates.

**Filing of Plan:** This Diabetes Medical Management Plan is to be kept on file at the school where the Student is enrolled.

**VI. SCHOOL NURSE ACKNOWLEDGEMENT OF  
DIABETES MEDICAL MANAGEMENT PLAN**

- Parent Request and Liability Waiver signed  Student Agreement signed.
- Management Plan (including Action Plan) signed by Physician.
- Guidelines reviewed with the Student and Parent/Guardian.
- Copy of Guidelines and Student Agreement received by Parent/Guardian for reference.

School Nurse or designee signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Diabetes Self-Management Log (Optional)**

**Student Name** \_\_\_\_\_

**Student Date of Birth** \_\_\_\_\_

Date Started	Medication	Dosage	Time	Frequency	Physician	Phone #

Date/time of report	Date/time administration	Observation/Complications	Employee Recording Student Report	Parent Notification
				Date: _____ <input type="checkbox"/> Phone <input type="checkbox"/> Form
				Date: _____ <input type="checkbox"/> Phone <input type="checkbox"/> Form
				Date: _____ <input type="checkbox"/> Phone <input type="checkbox"/> Form
				Date: _____ <input type="checkbox"/> Phone <input type="checkbox"/> Form
				Date: _____ <input type="checkbox"/> Phone <input type="checkbox"/> Form
				Date: _____ <input type="checkbox"/> Phone <input type="checkbox"/> Form
				Date: _____ <input type="checkbox"/> Phone <input type="checkbox"/> Form
				Date: _____ <input type="checkbox"/> Phone <input type="checkbox"/> Form
				Date: _____ <input type="checkbox"/> Phone <input type="checkbox"/> Form
				Date: _____ <input type="checkbox"/> Phone <input type="checkbox"/> Form

Parents/Guardian \_\_\_\_\_ Phone \_\_\_\_\_  
 Teacher \_\_\_\_\_ Grade \_\_\_\_\_

Date of Review: November 8, 2021

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New ConstructionFacilities - Purpose

The District OR-1 Public Schools Board of Education intends to provide proper school facilities. Decisions regarding such facilities will be guided by the following principles:

1. Facilities will be constructed to a systematic multi-year plan developed to support the district's educational programs.
2. Facilities will be designed to satisfy instructional goals.
3. Facilities will be constructed for long-term occupancy and low maintenance costs.
4. Facilities will be designed with community use in mind.
5. Facilities will be designed in accordance with contemporary engineering technology and architectural practice.

Date of Adoption: February 13, 2017  
Reviewed: November 8, 2021

New Construction

Facilities - Planning

The purpose of planning is to make the best possible provisions for the educational program. Decisions regarding planning and specifics for any individual building plan will start with program considerations and be adjusted as educational programs change.

Date of Adoption: February 13, 2017  
Reviewed: November 8, 2021

New ConstructionFacilities - Guidelines for Building New Schools or Remodeling Existing Schools

Education specifications including program and space requirements are to be developed by committees of teachers, patrons, board members, and administrators who meet with architects and engineers. Upon completion, the specifications and schematic building plans shall be presented to the Board of Education for approval.

Generally, the content of a set of educational specifications would include all or part of the following items:

- a. A statement of the educational philosophy as it pertains to the specific construction project.
- b. Community and District OR-1 Public School District characteristics:
  - 1) What is the plan or organization and expected enrollment of the school?
  - 2) What is the construction plan for this facility?
  - 3) What special services are to be provided?
  - 4) What special provisions are needed for community use?
  - 5) What qualities are important to the functional layout of the structure?

Date of Adoption: February 13, 2017

Revised: November 8.2021

New ConstructionFacilities - Remodeling

A plan for future building modifications shall be maintained and continuously updated for inclusion in planning for construction. These planning elements shall be followed:

1. Superintendent shall submit requests for building modifications by March 31 of each year.
2. Superintendent requests for building modifications shall be considered in terms of priorities.
3. Safety and health of students and staff will be considered when remodeling is undertaken.
4. Priorities have been established by the Board of Education when considering remodeling project needs.
  - a. Correction of safety and health deficiencies
  - b. Housing of students
  - c. Projects must meet program requirements, including outdoor space
  - d. Projects needed to maintain the integrity of current District OR-1 Public Schools' buildings
  - e. Repair/renovation of ancillary facilities
  - f. Parking
  - g. Security

Major remodeling may follow the same procedure as new construction but there are also alternate provisions for that work which can be done without architectural services.

Date of Adoption: February 13, 2017  
Reviewed: November 8, 2021

New Construction

Facilities - Selection of Architect/Engineer

Architects and/or Engineers will be selected based on the recommendations of the Superintendent. The selection will be approved by the Board of Education.

Legal Reference: Neb. Rev. Stat. § 81-3445

Date of Adoption: February 13, 2017

Reviewed: November 8, 2021

New Construction

Facilities - Financing of Construction - Building Fund

The District OR-1 Public Schools Board of Education is authorized under state statutes to establish a special building fund for the purpose of acquiring sites for school buildings or purchasing existing buildings for use as school buildings and the erection, alteration, equipping and furnishing of school buildings and additions to school buildings.

Proceeds from the sale of real property will be placed in the building fund.

Interest accumulation from the current building fund balance shall remain in the fund.

Legal Reference: Neb. Rev. Stat. § 79-10,120

Date of Adoption: February 13, 2017

Reviewed: November 8, 2021

New ConstructionFacilities - Bids and Contracts

All contracts for work related to building construction, remodeling or repair or site improvement in excess of \$100,000, or such sum as adjusted pursuant to §73-106, will be bid in accordance with state statutes. All other contracts will be handled under current district policies and regulations.

Legal Reference: Neb. Rev. Stat. §§ 73-101 to 73-106

Date of Adoption: February 13, 2017

Reviewed: November 8, 2021

New Construction

Facilities - Awarding Contracts

The Superintendent shall make final recommendations to the Board of Education concerning awarding of contracts.

Date of Adoption: February 13, 2017  
Reviewed: November 8, 2021

New ConstructionFacilities - Change Orders

1. Change order requests will be initiated by the architect/owner prior to the implementation of the change contemplated.
2. Change order requests will be reviewed by the Superintendent and facilities committee, and be subject to approval by the Superintendent and facilities committee.
3. When approved, copies of change orders will be distributed to the Superintendent, the facilities committee, the contractor, and the architect.
4. All change orders will be reported as part of the Routine Business Agenda -- Progress Report on Construction Projects.

Date of Adoption: February 13, 2017  
Reviewed: November 8, 2021

Business OperationsEmergency Response Mapping

District OR-1 Public Schools will provide mapping data to public safety agencies for use in response to emergencies. The mapping data will be provided in an electronic or digital format and will contain all information identified in state statute and as reasonably requested by the public safety agencies.

At least annually, the District will certify to the appropriate public safety agencies that the mapping data provided to the public safety agencies is accurate or, if the information has changed, provide the appropriate public safety agencies with updated mapping data.

Legal Reference: LB 1329 (2024)

**Date of First Reading:** October 144, 2024

**Date of Adoption:** [Insert Date]



## DISTRICT OR-1 POLICY REVIEW SCHEDULE: 2024

Updated August 12, 2024

### Policy Review Schedule for the 2024 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 10, 2023	April 8, 2024	Completed
2000	Administration	April 10, 2023	April 8, 2024	Completed
3000	Business Operations	April 10, 2023	April 8, 2024	Completed
4000	Personnel	August 14, 2023	August 12, 2024	Completed
5000	Students	August 14, 2023	August 12, 2024	Completed
6000	Instruction	November 13, 2023	November 11, 2024	Scheduled
7000	New Construction	November 13, 2023	November 11, 2024	Scheduled
8000	Internal Board Policies	February 13, 2023	February 12, 2024	Completed
9000	Bylaws of the Board	February 13, 2023	February 12, 2024	Completed

InstructionClassroom Environment

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

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

Legal Reference: LB 1329 (2024)

Date of Adoption: [July 11, 2024]

InstructionActivitiesSchool Colors

The official colors of District OR-1 Public Schools shall be red (Pantone Color #PMS 186 C), white and blue (Pantone Color # PMS 287 C). An additional color or colors may be used for trim, but the predominant colors shall remain red (Pantone Color #PMS 186 C), white, and blue (Pantone Color #PMS 287 C). The mascot is Panthers.

Any alternate uniform utilized by district-sponsored teams must have the prior written approval of the high school administrative team.

An accent color of Cool Gray (Pantone Color #PMS Cool Gray IC) may also be utilized.

As of the date of the last revision, school apparel, equipment, and materials using the school colors and mascot should follow the District OR-1 Brand Guidelines updated November 15, 2023. This information is also available on our school website at [www.districtor1.org](http://www.districtor1.org)

Date of Adoption: February 13, 2017  
Date of Revision: December 11.2023

InstructionFirearm Policy

It shall be the policy of District OR-1 Public Schools to undertake all reasonable efforts to prohibit the unlawful possession, the knowingly and intentionally selling, attempting to sell, providing, loaning, delivering, or in any other way transferring the possession of a firearm to a juvenile, and to prevent the unlawful possession of a firearm, including concealed firearms, in a school, on school grounds, in a school owned vehicle, or at a school-sponsored activity or athletic event.

This policy shall not apply to the issuance of firearms to or possession by members of the Armed Services of the United States, active or reserve, National Guard of the State, or Reserve Officers' Training Corps, peace officers, or qualified law enforcement officers or qualified retired law enforcement officers, as defined by and pursuant to state and federal law.

Further, nothing in this policy shall be construed to require school action when a firearm is lawfully possessed by a person receiving instruction, or instruction under the immediate supervision of an adult instructor, or as to firearms contained within a private vehicle operated by someone other than a minor or prohibited person, as defined by law, and are enclosed in a case or inside the glove box, trunk, or other compartment of the vehicle, a storage box securely attached to the vehicle, or, if the vehicle is a motorcycle, other than an autocycle, a hardened compartment securely attached to the motorcycle while the vehicle is in or on such parking area.

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

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

Date of Adoption: [July 11, 2024]

Business OperationsEmergency Response Mapping

District OR-1 Public Schools will provide mapping data to public safety agencies for use in response to emergencies. The mapping data will be provided in an electronic or digital format and will contain all information identified in state statute and as reasonably requested by the public safety agencies.

At least annually, the District will certify to the appropriate public safety agencies that the mapping data provided to the public safety agencies is accurate or, if the information has changed, provide the appropriate public safety agencies with updated mapping data.

Legal Reference: LB 1329 (2024)

**Date of First Reading:** October 14, 2024

**Date of Adoption:** November 11, 2024

StudentsCollection of Information Relating to Dyslexia

The District will collect and maintain the following information relating to dyslexia during each school year:

- (1) Testing for a specific learning disability in the area of reading, including tests that identify characteristics of dyslexia and the results of such tests;
- (2) The number of students identified as having a reading issue, including dyslexia, pursuant to the assessment administered under the Nebraska Reading Improvement Act and Policy 6213;
- (3) The number of students identified in Paragraph (2) that have shown growth on the measure used to identify the reading issue; and
- (4) All other data required by law and/or the District's special education obligations.

By July 1st of each year, the District will provide the Nebraska State Department of Education with information collected about dyslexia, as requested by the Department.

Any student or parent/guardian with questions or concerns about dyslexia are encouraged to contact the District's Director of Special Education.

Legal Reference: LB 298 (2023)  
Date of First Review: July 10.2023  
Date of Adoption: August 14, 2023  
Date of Review: December 11.2023

InstructionInitiations, Hazing, Secret Clubs and Outside Organizations

Initiations. Initiations by classes, clubs or athletic teams are prohibited except with the approval of the administration. Any student who engages in or encourages initiations that have not been approved by the administration is subject to disciplinary action, up to and including denial of any or all school privileges and expulsion.

The administration may only give consent to initiation activities that are consistent with student conduct expectations and that do not present a risk of physical or mental injury or belittlement.

Hazing. Hazing by classes, clubs, athletic teams or other student organizations are prohibited. Hazing means any activity by which a person intentionally or recklessly endangers the physical or mental health or safety of an individual for the purpose of initiation into, admission into, affiliation with, or continued membership with any school organization. Such prohibited hazing activity includes whipping, beating, branding, an act of sexual penetration, an exposure of the genitals of the body done with intent to affront or alarm any person, a lewd fondling or caressing of the body of another person, forced and prolonged calisthenics, prolonged exposure to the elements, forced consumption of any food, liquor, beverage, drug, or harmful substance not generally intended for human consumption, prolonged sleep deprivation, sexual conduct, nudity, or any brutal treatment or the performance of any act which endangers the physical or mental health or safety of any person or the coercing of any such activity. Hazing is prohibited even though the person who has been the subject of the hazing consents to the activity. Any student who engages in or encourages hazing is subject to disciplinary action, up to and including denial of any or all school privileges and expulsion.

Secret Organizations. It is unlawful for students to participate in or be members of any secret fraternity or secret organization that is in any degree a school organization. Any student who violates this restriction is subject to disciplinary action, up to and including denial of any or all school privileges and expulsion.

Outside Organizations. It is unlawful for any person, whether a student of the District or not, to enter upon the school grounds or any school building for the purpose of rushing or soliciting, while there, any student to join any fraternity, society, or association organized outside of the schools. Any person who violates this restriction is subject to criminal prosecution and removal and exclusion from school grounds.

Legal Reference: Neb. Rev. Stat. Sections 79-2,101 to 79-2,102 Student Discipline Act,  
Neb. Rev. Stat. Sections 79-254 to 79-296  
Neb. Rev. Stat. Sections 28-311.06 to 28-311.07

Date of Adoption: February 13, 2017  
Date of Revision: August 14, 2023  
Date of Review: December 11, 2023

InstructionArtificial IntelligenceIntroduction

District OR-1 Public Schools acknowledges that artificial intelligence continues to emerge as a resource that may assist students with future technology and different wants of learning. However, artificial intelligence also poses a challenge to delineate the responsible use of artificial intelligence with student plagiarism. As a result, the Board of Education adopts this Policy to specifically address how the District will address academic honesty and integrity regarding a student's use of artificial intelligence.

Permissible Uses of Artificial Intelligence in School Assignments

Students may use artificial intelligence or related platforms when any of the following occurs:

1. The student receives advance permission from the teacher for the given assignment or project; or
2. The teacher's classroom rules or expectations established artificial intelligence as a permissible resource for students to access.

Any student with questions about the use of artificial intelligence should contact their teacher in advance of using artificial intelligence to assist with any assignment. It is the responsibility of each student to understand the permissible use (if any) of artificial intelligence in a given class or a particular assignment. Students must be fully forthright and honest about their use of artificial intelligence to assist with any school assignment.

Impermissible Uses of Artificial Intelligence in School Assignments

Unless otherwise permitted by this Policy, students may not use artificial intelligence or related platforms to assist or complete any assignment, project, test, or other school-related task. The impermissible use of artificial intelligence may subject the student to discipline in accordance with the District's plagiarism policy and academic dishonesty rules.

First Review Reading: July 10.2023

Date of Adoption: August 14, 2023

InstructionSpecial Education

**District OR-1 Public Schools** adopts this special education policy with the intent that the policy maintains the District's compliance with all applicable laws affecting special education services and programs. The Superintendent or designees shall develop regulations or procedures to implement these policies. Employees and contractors of the District are expected to comply with these policies and all regulations, guidelines and procedures related to this policy in all respects.

The District will abide by all state and federal laws relating to special education. The District's special education policy and regulations, guidelines and procedures related to this policy are to be interpreted so as to be in compliance with such laws. In the event of changes in law, the school administration shall be authorized to implement modifications of practice to comply with such changes (whether the changes impose more or less stringent procedural or substantive requirements) until such time as amended policies are adopted by the Board of Education. References herein to 92 NAC 51 citations are made to Rule 51 as in effect on the date of the adoption of these policies. In the event of renumbering or other revisions to Rule 51, the policy shall be interpreted and implemented consistent with such renumbering or revisions.

**1. Free Appropriate Public Education**

A free appropriate public education shall be made available to all children with disabilities residing in the District, including children with disabilities who have been suspended or expelled, from date of verification through the school year in which the child is no longer eligible or the student reaches twenty-one (21) years of age, whichever occurs earlier. An Individualized Education Plan ("IEP") will be created for each such child that will enable the student to make progress appropriate in light of the student's unique circumstances.

Legal Reference: 92 NAC 51-004.01 through 004.03A and 007.07C2 through 007.07C6

**2. Full Educational Opportunity Goal**

The District shall take steps to ensure that its children with verified disabilities, through the age of twenty-one, have available to them the variety of educational programs and services available to children without disabilities in the areas served by the District, including art, music, industrial arts, family consumer science education, and vocational education.

Legal Reference: 92 NAC 51-004.11A

**3. Child Find**

All children from birth to age twenty-one (21) with disabilities residing in the District, including children with disabilities who are homeless or are wards of the state or attending nonpublic schools, regardless of the severity of their disabilities, who are in need of special education and related services, will be identified, located and evaluated. A practical method shall be developed and implemented by the administration to determine which children with disabilities are currently receiving needed special education and related services. The District will implement multiple methods to provide parents, guardians, and community members with information regarding how to refer a child for an evaluation and the identification process and

will publish an annual notice of any significant activity that is designed to identify, locate, or evaluate children to publicly notify parents, guardians, or appointed surrogates. The District's child find process will be consistent with Federal and Nebraska regulations. Legal Reference: 92 NAC 51-006.01 through 006.01A2

#### **4. Pre-Referral Interventions**

For a school age student, a general education student assistance team (SAT) or a comparable problem solving team shall be used prior to referral for multidisciplinary team evaluation. The SAT or comparable problem solving team shall utilize and document problem solving and intervention strategies to assist the teacher in the provision of general education. If the student assistance team or comparable problem solving team feels that all viable alternatives have been explored, a referral for multidisciplinary evaluation shall be completed. A referral shall include information from the SAT or comparable problem solving team, meeting the requirements of 92 NAC 51-006.01B and a listing of the members of the SAT or comparable problem solving team.

Legal Reference: 92 NAC 51-006.01B

#### **5. Disability Verification and Eligibility**

Eligibility for services will be determined by a multidisciplinary team based on the results of a comprehensive evaluation. The multidisciplinary team will identify whether a child is eligible for special education services based on the disability categories identified by Nebraska and Federal regulations. The multidisciplinary team will rule out the determinant factor is due to a lack of appropriate instruction in reading or math or due to lack of English proficiency. The team will prepare a written report documenting all evaluation findings in accordance with Federal and Nebraska requirements that will be provided to the parent, guardian, or appointed surrogate. When a child is not eligible for services, the multidisciplinary team will determine if general education interventions or strategies are needed.

Legal Reference: 92 NAC 51-006.03; 92 NAC 51-006.04B through 006.04N;

#### **6. Individualized Education Program (IEP)**

An individualized education program, or an individualized family service plan, is to be developed, reviewed, and revised for each child with a disability in accordance with 92 NAC 51-007 by teams that will include all roles identified within Federal and Nebraska rules. Any draft of an IEP that is developed will not be considered final until it is reviewed and revised based on the team, including the parent, guardian, or appointed surrogate, input, and consensus. The district will make reasonable efforts to obtain informed consent from the parent, guardian, or appointed surrogate for special education placement on the IEP form before services are initiated. Revocation of consent for services must be documented by the parent, guardian, or appointed surrogate in writing.

Legal Reference: 92 NAC 51-007

#### **7. Least Restrictive Environment**

To the maximum extent appropriate, children with disabilities, through the age of twenty-one, including children in public or private institutions or other care facilities, are to be educated with children who are not disabled. Placement for a student with a disability will be based upon a completed IEP developed by a group of persons, including the parent, guardian, or appointed surrogate, knowledgeable about the child, the meaning of the evaluation data, and the placement options. Special classes, separate schooling, or other removal of children with disabilities from

the regular educational environment will occur only when the nature or severity of the disability of a child is such that education in regular classes with the use of supplementary aids and services cannot be achieved satisfactorily (the “Least Restrictive Environment Rules”). The District will ensure that a continuum of alternative placements is available to meet the needs of children with disabilities, particularly those in disproportionate groups, for special education and related services.

Legal Reference: 92 NAC 51-008.01

#### **8. Procedural Safeguards**

Children with disabilities and their parents, guardians, or appointed surrogates shall be afforded the required procedural safeguards. Parents, guardians, and appointed surrogates will be given a copy of their procedural safeguards annually or upon initial referral or parental (parent, guardian, or appointed surrogate) request for evaluation; upon request by a parent, guardian, or appointed surrogate; upon receipt by the school district or approved cooperative of the first occurrence of the filing of a complaint under 92 NAC 51-009.11 and the first occurrence of filing a special education due process case under 92 NAC 55; and in accordance with the discipline procedures in 92 NAC 51-016.

Legal Reference: 92 NAC 51-009.01 through 009.07; 009.10 through 009.12; 009.14, 006.07

#### **9. Disciplinary Removal of Children with Disabilities**

School personnel may remove a child with a disability who violates a code of student conduct from his or her current placement to an appropriate interim alternative educational setting, another setting, or suspension as long as those removals do not constitute a change of placement. The District defines a change of placement as it is defined under 92 NAC 51-016. The school district will ensure that school personnel appropriately consider unique circumstances on a case-by-case basis when determining whether a change in placement has occurred. Within 10 school days of any decision to change the placement of a child with a disability because of a violation of a code of student conduct, the school district, the parent, and relevant members of the student’s IEP shall conduct a manifestation determination pursuant to 92 NAC 51-016. If the conduct which gave rise to the violation of the school code is determined to be a manifestation of the student’s disability, any change of placement for the student will only be made by a student’s IEP team. For disciplinary changes in placement that would exceed ten (10) consecutive school days, if the behavior that gave rise to the violation of the school code is determined not to be a manifestation of the child’s disability, school personnel may apply the relevant disciplinary procedures to children with disabilities in the same manner and for the same duration as the procedures that would be applied to children without disabilities.

Legal Reference: 92 NAC 51-016

#### **10. Evaluation, Identification, and Reevaluation Procedures**

Children with disabilities shall be evaluated, identified, and reevaluated by a team of multidisciplinary qualified professionals in accordance with 92 NAC 51-006. The MDT of a child suspected of having a specific learning disability shall include the additional requirements in accordance with 92 NAC 51-006.04K. The District will make reasonable efforts to obtain written permission for evaluation in accordance with Federal and Nebraska rules. Revocation for consent for evaluation must be documented by the parent, guardian, or appointed surrogate in writing.

The documented results of the evaluation will be provided to parent, guardian, or appointed surrogate and included in student files. All evaluation components will be at district expense. The District will utilize a variety of assessment instruments to ensure district teams have access to appropriate measures to complete evaluations. The district will follow any publisher guidelines for assessments and will not use outdated or culturally inappropriate tools.

The District will respond to a request for an Independent Educational Evaluation without unnecessary delay. The parent, guardian, or appointed surrogate will be given written notice of the District's decision to either move forward with the Independent Educational Evaluation or to initiate a hearing to determine the appropriateness of the evaluation. If the District agrees to move forward with the evaluation, locations of any evaluator shall be within a reasonable distance of the District. A reasonable distance means within 100 miles of the school building the child attends and within Nebraska. In the event this geographic area restriction would prevent a parent, guardian, or appointed surrogate from obtaining an Independent Educational Evaluation, the location of the evaluator may be outside the specified geographic area but must be within Nebraska. The District will provide the parent, guardian, or appointed surrogate with a list of qualified agencies/evaluators within the geographic area. The evaluators are to have their rates approved by the Nebraska Department of Education to be authorized to conduct the evaluation.

Legal Reference: 92 NAC 51-006

#### **11. Confidentiality of Personally Identifiable Information**

A system of safeguards will be implemented to protect the confidentiality of student records and information in accordance with law.

Legal Reference: 92 NAC 51-003.16, 003.20, 009.03 through 009.03M3

#### **12. Transition of Children from Part C to Preschool Programs**

**Children participating in early intervention programs under Part C of the IDEA (early intervention services) will be appropriately evaluated, identified, and have services under Part B of the IDEA by age 3 in a manner consistent with 92 NAC 52-008. Children receiving early intervention services under Part C of the IDEA may continue to receive Part C services, upon parental consent, until the August 31st following the child's third birthday. The District will participate in transition planning conferences arranged by the designated lead agency.**

Legal Reference: 92 NAC 52-008

#### **13. Children in Nonpublic Schools**

To the extent consistent with the number and location of children with disabilities in the District who are enrolled by their parents, guardians, or appointed surrogates in nonpublic elementary and secondary schools in the District, provision will be made for the participation of those children in the programs assisted or carried out under Part B of the IDEA (services for school-aged children) by providing them with special education and related services.

Legal Reference: 92 NAC 51-012.08 and 015

#### **14. Personnel Standards and Personnel Development**

Personnel providing special education or related services to children with disabilities shall be appropriately and adequately prepared and trained in accordance with IDEA requirements and

the District will take measurable steps to recruit, hire, train and retain personnel meeting the requirements of IDEA to provide such services.

Legal Reference: 92 NAC 51-010

**15. Accessibility of IEP and Responsibility to Implement**

A child's IEP shall be accessible to each regular education teacher, special education teacher, related service provider, and other service provider who is responsible for the IEP's implementation. Each of the aforementioned providers shall be informed of his or her specific responsibilities related to implementing the child's IEP, and the specific accommodations, modifications, and supports that must be provided for the child in accordance with the IEP. All providers who are responsible for the implementation of a child's IEP are expected to implement the child's IEP according to its terms.

**16. Participation in and Reporting of State and District Wide Assessments**

All children with disabilities shall be included in all general state and district wide assessment programs, including assessments described under section 612(a)(16)(A) of the IDEA with appropriate accommodations and alternate assessments where necessary and as indicated in their respective individualized education programs. The District will make available to the Nebraska Department of Education the information necessary to carry out its duties relating to the reporting of children with disabilities participation in assessments.

Legal Reference: 92 NAC 51-004.05

**17. Suspension and Expulsion Rates**

The District will examine data, including data disaggregated by race/ethnicity, gender, LEP status, and disability category, to determine if significant discrepancies are occurring in the rate of long-term suspensions and expulsions of children with disabilities.

Legal Reference: 92 NAC 51-004.06E

**18. Access to Instructional Materials**

As part of any printed instructional materials adoption process, procurement contract, or other practice or instrument used for purchase of printed instructional materials, the District will enter into a written contract with the publisher of the printed instructional materials to:

- A. Require the publisher to prepare and, on or before delivery of the print instructional materials, provide to the National Instructional Material Access Center, electronic files containing the contents of the printed instructional materials using the National Instructional Materials Accessibility Standard, or
- B. Purchase instructional materials from the publisher that are produced in, or may be rendered in specialized formats.

Legal Reference: 92 NAC 51-004.15

**19. Over-Identification and Disproportionality**

Procedures shall be in place to ensure that testing and evaluation materials and procedures utilized for the evaluation and placement of children with disabilities will be selected and administered so as not to be racially or culturally discriminatory. Such materials or procedures shall be provided and administered in the child's native language or mode of communication, unless it is clearly not feasible to do so, and no single procedure shall be the sole criterion for determining an appropriate educational program for a child. All District special education

provisions will be equitably available to all children regardless of race, ethnicity, language, location, transience, income level, and access to medical care.

Legal Reference: 92 NAC 51-006.02C

**20. Prohibition on Mandatory Medication**

Children shall not be required to obtain a prescription for a controlled substance as a condition of attending school, receiving an evaluation to determine whether a child has a disability or the nature and extent of special education and related services the child needs, or receiving special education services.

Legal Reference: 92 NAC 51-004.11D; 21 U.S.C. §812(c)

**21. Transportation**

Transportation will be provided for children with disabilities who are eligible for transportation and residents of the school district as required by law to access academic, related services, and nonacademic services and activities as determined by the child's IEP. Except when a parent is transporting only his or her child, the District shall require that the driver and vehicle meet the standards required by 92 NAC 91 and 92.

Legal Reference: 92 NAC 51-014.01 through 014.02

**22. Surrogates**

A surrogate will be appointed, and other action taken to ensure the rights of children with a disability as required by law. The surrogate may represent the child in all matters related to the identification, evaluation, and educational placement of a child and the provision of a free appropriate public education to the child.

Legal Reference: 92 NAC 51-009.10

**23. Early Intervention Services – Consent**

When a parent refuses to provide consent under 92 NAC 52, a meeting will be held or offered to explain to the parents how their failure to consent affects the ability of their child to receive services under 92 NAC 52.

Legal Reference: 92 NAC 52

Legal Reference: 34 CFR Parts 300, 303 and 304  
Neb. Rev. Stat. Sec. 79-1110 to 79-1167  
92 NAC 51, 52 and 55

Date of Adoption: February 13, 2017  
Date of Revision: August 14, 2023  
Date of Review: December 11, 2023

InstructionSeizure Safe Schools

Each school building will have a “seizure action plan” if the following criteria are met: (1) at least one student in that building has been identified as having a seizure disorder; and (2) that student’s parent or guardian and health care provider have worked with the school to develop a seizure action plan.

Every building with a seizure action plan will have at least one employee who has met the training requirements necessary to administer or assist with the self-administration of a seizure rescue medication or medication prescribed to treat seizure disorder symptoms.

In accordance with state law, except in the case of an emergency, prior to the administration of a seizure rescue medication or medication prescribed to treat seizure disorder symptoms by a school employee, a student's parent or guardian must:

1. Provide the school with a written authorization to administer the medication at school;
2. Provide a written statement from the student's health care practitioner containing the following information:
  - a. The student's name;
  - b. The name and purpose of the medication;
  - c. The prescribed dosage;
  - d. The route of administration;
  - e. The frequency that the medication may be administered; and
  - f. The circumstances under which the medication may be administered.
3. Provide the medication to the school in its unopened, sealed package with the intact label affixed by the dispensing pharmacy; and
4. Collaborate with school employees to create a seizure action plan.

If permitted by the student's seizure action plan, a student shall be allowed to possess the supplies, equipment, and medication necessary to treat a seizure disorder in accordance with such seizure action plan.

Any authorization provided by a parent or guardian shall be effective only for the school year in which it is provided and shall be renewed each following school year.

Legal Reference: Neb. Statute 79-3201 to 3207

Date of First Review: July 10, 2023

Date of Adoption: August 14, 2023

Date of Review: December 11, 2023

Business OperationsSale and Disposal of School Property

The Superintendent is authorized and directed to dispose of books, furniture, equipment, real estate, and other property that is obsolete or no longer needed for school operations. Any sale of school property is contingent on approval by the vote of at least two-thirds of the members of the Board of Education at a regular meeting.

Such disposal may be by private sale, auction, trade-in, or by taking bids and selling to the highest or most responsible bidder.

The following procedures shall be followed for an auction or when taking bids:

1. The intention to sell shall be publicized, via school newsletter, a weekly memo, a bulletin posting, a newspaper advertisement, or other means suitable to the value and nature of the property.
2. Real estate will be sold to the highest bidder, except that a minimum acceptable price may be established prior to bidding.
3. Items which are offered for sale in an approved manner which are not sold after a reasonable period of time may be considered to have no value and may be disposed of as determined by the Superintendent and reported to the Board of Education.

Property that has little or no value shall be discarded or recycled as appropriate. No school employee shall take such property for their personal use, even if the item has been placed in the trash, without the express approval of the administration.

Legal Reference: Neb. Rev. Stat. § 79-10,114

Date of Adoption: April 10, 2017

Date of Review: April 12, 2021

InstructionBehavioral Points of Contact

The Superintendent is delegated the authority to designate one or more behavioral awareness and health points of contact for each school building in the District. The behavioral awareness and health point of contact may be an administrator, nurse, psychologist, or another appropriate staff member. Each behavioral awareness and health point of contact will be trained in behavioral awareness and health and have knowledge of community service providers and other resources that are available for the students and families in the District. The District will maintain or have access to a registry of local mental health and counseling resources for students and parents.

The points of contact will be listed on the District's website and in the student handbook.

The Superintendent shall report the designated behavioral awareness and health points of contact to the Nebraska State Department of Education each year when requested by the Department.

In addition, all District employees who interact with students, as determined by the Superintendent, shall receive at least one hour of behavioral and mental health training with a focus on suicide awareness and prevention training each year. The Superintendent or designee shall be responsible for coordinating this training.

Legal Reference: Neb. Rev. Stat. § 79-11,159  
LB 705, § 4 (2023)

Date of Review/ First Reading: July 10, 2023  
Date of Adoption: August 14, 2023  
Date of Review: December 11, 2023

Business OperationsEmergency Response Mapping

District OR-1 Public Schools will provide mapping data to public safety agencies for use in response to emergencies. The mapping data will be provided in an electronic or digital format and will contain all information identified in state statute and as reasonably requested by the public safety agencies.

At least annually, the District will certify to the appropriate public safety agencies that the mapping data provided to the public safety agencies is accurate or, if the information has changed, provide the appropriate public safety agencies with updated mapping data.

Legal Reference: LB 1329 (2024)

**Date of First Reading:** October 144, 2024

**Date of Adoption:** [Insert Date]



**PALMYRA SCHOOLS  
DISTRICT OR-1 PUBLIC SCHOOLS  
PALMYRA, NEBRASKA  
FINANCIAL STATEMENTS  
AUGUST 31, 2024**

**PALMYRA SCHOOLS  
DISTRICT OR-1 PUBLIC SCHOOLS  
FOR THE YEAR ENDED AUGUST 31, 2024**

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## INDEPENDENT AUDITORS' REPORT

The Board of Education  
Palmyra Schools  
District OR-1 Public Schools  
Palmyra, Nebraska

### ***Opinions***

We have audited the cash basis financial statements of government activities, each major fund, and the aggregate remaining fund information of Palmyra Schools District OR-1 as of and for the year ended August 31, 2024 and the related notes to the financial statements, as listed in the table of contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective cash basis financial position of the governmental activities, each major fund, and the aggregate remaining fund information of the School District, as of August 31, 2024 and the respective changes in cash basis financial position for the year then ended in accordance with the cash basis of accounting as described in Note A.

### ***Basis for Opinions***

We conducted our audit in accordance with auditing standards generally accepted in the United States of America (GAAS) and the standards applicable to financial audits contained in Government Auditing Standards, issued by Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of District and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

### ***Responsibilities of Management for the Financial Statements***

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

### ***Auditor's Responsibilities for the Audit of the Financial Statements***

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS and Government Auditing Standards will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if, individually or in aggregate, they would influence the judgements made by a reasonable user based on these financial statements.

In performing an audit in accordance with GAAS and Government Auditing Standards we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion of the effectiveness of District OR-1. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgement, there are conditions or events, considered in the aggregate, that raise substantial doubt about District OR-1, ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during our audit.

### **Supplementary Information**

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the School District's basic financial statements. The supplementary information on pages 20-32 is presented for the purposes of additional analysis and is not a required part of the basic financial statements and is also not a required part of the basic financial statements.

Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the cash basis financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the supplemental information is fairly stated in all material respects in relation to the basic financial statements as a whole.

### **Other Reporting Required by Government Auditing Standards**

In accordance with *Governmental Auditing Standards*, we have also issued our report dated October 29, 2024 on our consideration of the district's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Governmental Auditing Standards* in considering the district's internal control over financial reporting and compliance.

Julie D. Bauman, CPA, P.C.  
Falls City, Nebraska  
October 29, 2024



## FINANCIAL STATEMENTS

**SCHOOL DISTRICT OR-1**  
**STATEMENT OF NET POSITION - CASH BASIS**  
**31-Aug-24**

		<u>Primary Government</u>
		<u>Governmental Activities</u>
<b>ASSETS</b>		
Cash in Bank	\$	11,864,681
Funds held by County Treasurer		1,344,074
Total assets	\$	<u><u>13,208,755</u></u>
 <b>NET POSITION</b>		
Restricted:		
Bond		1,506,789
Special Building		6,135,272
Qualified Capital Purpose Undertaking		286,345
Total Restricted:		<u>7,928,406</u>
Unrestricted:		
Board Designated:		
School Nutrition	\$	239,085
Depreciation		333,634
Employee Benefit		40,276
Total Unrestricted:		<u>612,995</u>
Undesignated:		4,667,354
Total Undesignated		<u>4,667,354</u>
<b>TOTAL NET POSITION</b>	<b>\$</b>	<b><u><u>13,208,755</u></u></b>

See notes to financial statements

**SCHOOL DISTRICT OR-1  
STATEMENT OF ACTIVITIES - CASH BASIS  
FOR THE YEAR ENDED AUGUST 31, 2024**

<b>Functions/Programs</b>	<b>Disbursements</b>	<b>Program Receipts</b>		<b>Net (Disbursement) Receipt and Changes in Net Position</b>
		<b>Receipts for Services and Fines</b>	<b>Operating Grants and Contributions</b>	<b>Primary Government Governmental Activities</b>
<b>Primary Government:</b>				
<b>Governmental Activities:</b>				
Instruction	\$ 5,459,757		\$ 802,114	\$ (4,657,643)
Poverty	111,412			(111,412)
<b>Support Services:</b>				
Pupils	588,468			(588,468)
Staff	155,007			(155,007)
Administration	348,329			(348,329)
Maintenance and operation of business	801,367			(801,367)
Pupil transportation	596,325			(596,325)
Other	475,834			(475,834)
Community Service	39,961			(39,961)
Office of principal	376,231			(376,231)
State categorical programs	81,330			(81,330)
Federal programs	334,183		435,644	101,461
Debt Service	2,163,792			(2,163,792)
Capital outlay	16,453,994			(16,453,994)
Nutrition Program	467,878	232,515	198,439	(36,924)
<b>Total governmental activities</b>	<b>\$ 28,453,868</b>	<b>\$ 232,515</b>	<b>\$ 1,436,197</b>	<b>\$ (26,785,156)</b>
<b>General receipts and Transfers:</b>				
<b>Taxes:</b>				
Property				7,413,546
Carline				6,223
Penalties & Interest				16,039
State property tax credit				489,280
Motor vehicle				429,545
Fines and licenses				33,087
Community Service				34,307
State aid				1,704,644
State apportionment				115,538
PreSchool Tuition				43,475
Homestead exemption				185,935
Prorate motor vehicle				18,448
Other State Categorical Programs				10,037
Interest income				403,330
Rental Equipment				270
Other Bonds				12,805,144
<b>Total general receipts and transfers</b>				<b>\$ 23,708,848</b>
Change in net position				(3,115,339)
Net position - beginning				16,324,094
Net position - ending				<b>\$ 13,208,755</b>

See notes to financial statements

**SCHOOL DISTRICT OR-1  
STATEMENT OF ASSETS AND FUND BALANCES - CASH BASIS  
GOVERNMENTAL FUNDS  
31-Aug-24**

	General Fund	Activity Fund	School Nutrition Fund	Bond Fund	Special Building Fund	Qualified Capital Purpose Undertaking Fund	Student Fee Fund	Total Governmental Funds
<b>ASSETS</b>								
Cash in Bank	\$ 3,839,007	\$ 282,241	\$ 239,085	\$ 1,142,435	\$ 6,097,896	\$ 264,017	\$ -	\$ 11,864,681
Funds Held by County Treasurer	920,016			364,354	37,376	22,328		1,344,074
Total assets	\$ 4,759,023	\$ 282,241	\$ 239,085	\$ 1,506,789	\$ 6,135,272	\$ 286,345	\$ -	\$ 13,208,755
<b>FUND BALANCES</b>								
Non-spendable								\$ -
Restricted				1,506,789	6,135,272	286,345		7,928,406
Committed	373,910							373,910
Assigned	4,385,113	\$ 282,241	\$ 239,085					4,906,439
Unassigned								
Total fund balances	\$ 4,759,023	\$ 282,241	\$ 239,085	\$ 1,506,789	\$ 6,135,272	\$ 286,345	\$ -	\$ 13,208,755

See notes to the financial statements

**SCHOOL DISTRICT OR-1**  
**STATEMENT OF RECEIPTS, DISBURSEMENTS,**  
**AND CHANGES IN FUND BALANCES - CASH BASIS**  
**GOVERNMENTAL FUNDS**  
**FOR THE YEAR ENDED AUGUST 31, 2024**

	General Fund	Activity Fund	School Nutrition Fund	Bond Fund	Special Building Fund	Qualified Capital Purpose Undertaking Fund	Student Fee Fund	Total Governmental Funds
<b>RECEIPTS</b>								
Taxes:								
Property	\$ 5,228,647			\$ 1,818,072	\$ 229,045	\$ 137,782		\$ 7,413,546
Carline	2,066			3,969	112	76		6,223
Penalties and Interest	11,664			3,434	539	402		16,039
State property tax credit	403,050			72,486	8,656	5,088		489,280
Motor vehicle	429,545							429,545
Fines and licenses	33,087							33,087
Community Service	34,307							34,307
State aid	1,704,644							1,704,644
Special Education	794,927							794,927
State apportionment	115,538							115,538
PreSchool Tuition	43,475							43,475
Homestead exemption	131,916			44,962	5,675	3,382		185,935
Payments for high ability learners	7,187							7,187
Prorate motor vehicle	13,716			3,893	485	354		18,448
Sale of Lunches	-		232,515					232,515
Other State Categorical Programs	7,500		2,537					10,037
Federal aid	435,644		159,408					595,052
Student Fees			245	2,029	396,197	227		403,330
Interest income	4,632							4,632
Rental Equipment	270							270
Other Bonds	261,721	347,770	3,215		12,192,438			12,805,144
	\$ 9,663,536	\$ 347,770	\$ 397,920	\$ 1,948,845	\$ 12,833,147	\$ 147,311	\$ -	\$ 25,338,529
Total receipts and transfers								

See notes to the financial statement

**SCHOOL DISTRICT OR-1**  
**STATEMENT OF RECEIPTS, DISBURSEMENTS,**  
**AND CHANGES IN FUND BALANCES - CASH BASIS**  
**GOVERNMENTAL FUNDS**  
**FOR THE YEAR ENDED AUGUST 31, 2024**

	General Fund	Activity Fund	School Nutrition Fund	Bond Fund	Special Building Fund	Qualified Capital Purpose Undertaking Fund	Student Fee Fund	Total Governmental Funds
<b>DISBURSEMENTS</b>								
Instruction	5,459,757							5,459,757
Poverty	111,412							111,412
Support Services:								
Students	588,468							588,468
Administration	348,329							
Staff	155,007							155,007
Maintenance and operation of business	801,367							801,367
Pupil transportation	596,325							596,325
Other	134,967	340,867						475,834
Community Service	39,961							39,961
Office of principal	376,231							376,231
State categorical programs	81,330							81,330
Federal programs	334,183			2,015,112	16,271,821	148,680		2,163,792
Debt Service	-							-
Capital outlay	182,173		467,878					649,051
Nutrition Program	-							-
Total disbursements	9,209,510	340,867	467,878	2,015,112	16,271,821	148,680	-	28,453,868
Excess (deficiency) of receipts over (under) disbursement	454,026	6,903	(69,958)	(66,267)	(3,438,674)	(1,369)	-	(3,115,339)
Other Financing Sources (Uses)								
Transfers In (Transfers Out)	(76,445)	60,000	16,445					-
Total Other Financing Sources(Uses)	(76,445)	60,000	16,445	-	-	-	-	-
Fund balances - beginning	4,381,442	215,338	292,598	1,573,056	9,573,946	287,714	-	16,324,094
Fund balances - ending	\$ 4,759,023	\$ 282,241	\$ 239,085	\$ 1,506,789	\$ 6,135,272	\$ 286,345	\$ -	\$ 13,208,755

See notes to the financial statement

**PALMYRA SCHOOLS  
DISTRICT OR-1 PUBLIC SCHOOLS  
NOTES TO FINANCIAL STATEMENTS – CASH BASIS  
YEAR ENDED AUGUST 31, 2024**

**A. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

**Organization** – Palmyra Schools, District OR-1 Public Schools (the “School District”) is a tax-exempt political subdivision and a Class 3 school district of the State of Nebraska.

**Reporting Entity** – The financial statements of the School District include all significant separately administered organizations for which the School District is financially accountable including its entities for which the School District is considered to be financially accountable.

**Basis of Accounting** – The accompanying statements have been prepared in accordance with generally accepted accounting principles using the cash basis of accounting. Under the cash basis of accounting, resource inflows are recognized when collected rather than when occurred and resource outflows are recognized when paid rather than incurred. Accordingly, the financial statements and supplemental schedules are not intended to present financial position and results of operation in conformity with accounting principles generally accepted in the United States of America.

Taxes and other revenues collected by the county treasurers are included in receipts of the School District in the year collected by the counties and the School District funds held by the county treasurers at year end are included as assets of the School District. This is in accordance with the requirements of the State of Nebraska, Department of Education.

**Government-wide and fund financial statements** – The government-wide financial statements report information on all the nonfiduciary activities of the primary government. For the most part, the effect of interfund activity has been removed from these statements. Governmental activities, which normally are supported by taxes and intergovernmental receipts, are reported separately from business-type activities, which rely to a significant extent on fees and charges for support. The district does not report any business-type activities.

The statement of activities demonstrates the degree to which the direct disbursements of a given function or segment are offset by program receipts. Direct disbursements are those that are clearly identifiable with a specific function or segment. Program receipts include 1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment, 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Taxes and other items not properly included among program revenues are reported instead as general receipts.

Separate financial statements are provided for governmental funds and fiduciary funds, even though the latter are excluded from the government-wide financial statements. Each individual governmental fund are reported as separate columns in the fund financial statements.

**PALMYRA SCHOOLS  
DISTRICT OR-1 PUBLIC SCHOOLS  
NOTES TO FINANCIAL STATEMENTS – CASH BASIS  
YEAR ENDED AUGUST 31, 2024**

**A. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

The financial transactions of the School District are reported in individual funds in the fund financial statements. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund balances, receipts, and disbursements.

**Funds** – The accounts of the School District are organized based on funds which are grouped into the following funds:

Government

*General Fund* – Finances the basic educational services rendered by the School District and is used to account for all financial resources except those required or determined to be accounted for in another fund.

*Depreciation Fund* – Accumulates resources for eventual significant future capital outlays. The Depreciation Fund is considered a component of the General Fund.

*Employee Benefit* – Accumulates resources for unemployment compensation claims. The Employee Benefit Fund is considered a component of the General Fund.

*Bond Fund* – Accounts for the accumulation of resources utilized to retire general obligation bonds at maturity or when called and to pay interest due on those bonds.

*Special Building Fund* – Accounts for the acquisition, erection, alteration, or improvement of buildings and sites.

*Qualified Capital Purpose Undertaking Fund* – This fund may be established for the removal of environmental hazards, the reduction or elimination of accessibility barriers in school district's buildings, the repayment of qualified zone academy bonds (see 92 NAC 87) issued for a qualified capital purpose, modifications for life safety code violations, indoor air quality projects, and mold abatement and prevention products. General Fund disbursements for the purpose of this fund are not allowable.

*Activities Fund* – Accounts for the financial operations of quasi-independent student organizations, interschool athletics, and other self-supporting or partially self-supporting school activities not accounted for in another fund.

*School Nutrition Fund* – Accounts for the proceeds of breakfast and lunch receipts, U.S. Department of Agriculture reimbursements and commodities receipts which are restricted to disbursements for specified purposes.

*Student Fee Fund* – Accounts for all money collected from students pursuant to the Public Elementary and Secondary Fee Authorization Act, including fees for extracurricular activities, postsecondary education, and summer/night school. Disbursements from this fund must be for the purpose for which the fees were collected. (CLOSED)

**PALMYRA SCHOOLS  
DISTRICT OR-1 PUBLIC SCHOOLS  
NOTES TO FINANCIAL STATEMENTS – CASH BASIS  
YEAR ENDED AUGUST 31, 2024**

**A. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**Capital Assets** – Capital assets are recorded as disbursements when paid for by the School District and are not recorded on the government-wide or fund financial statements

**Long-Term Obligations** – Long-Term debt is not reported as a liability in the government-wide or fund financial statements. Proceeds from long-term debt are reported as receipts, and payments of principal and interest are reported as disbursements in both the government-wide and fund financial statements.

***Equity Classification***

Government-Wide Statements

Equity is classified as net position and displayed in two components:

Restricted net position consists of net assets with constraints placed on the use either by external groups, such as creditors, grantors, contributors, or laws and regulations of other governments, or through constitutional provisions or enabling legislations

Unrestricted net position consists of net assets that do not meet the definition of restricted.

It is the School District's policy to use restricted net assets first, prior to the use of unrestricted net assets, when a disbursement is paid for purposes in which both restricted and unrestricted net assets are available.

Fund Financial Statements

Governmental fund equity is classified as fund balance.

Fund Balance Classification

The governmental fund financial statements present fund balances based on classifications that comprise a hierarchy that is based primarily on the extent to which the School District is bound to honor constraints on the specific purposes for which amounts in the respective governmental funds can be spent. The classifications used in the governmental fund financial statements are as follows:

Nonspendable

This classification includes amounts that cannot be spent because they either (a) are not in spendable form or (b) are legally or contractually required to be maintained intact. The School District has no amounts classified in this category

Restricted

This classification includes amounts for which constraints have been placed on the use of the resources either (a) externally imposed by creditors (such as through a debt covenant) grantors, contributors, or laws and regulations of other governments or (b) imposed by law through constitutional provisions or enabling legislation.

**PALMYRA SCHOOLS  
DISTRICT OR-1 PUBLIC SCHOOLS  
NOTES TO FINANCIAL STATEMENTS – CASH BASIS  
YEAR ENDED AUGUST 31, 2024**

**A. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

***Equity Classification - continued***

Committed

This classification includes amounts that can be used only for specific purposes pursuant to constraints imposed by formal action of the Board of Education. These amounts cannot be used for any other purpose unless the Board removes or changes the specified use by taking the same type of action (ordinance or resolution) that was employed when the funds were initially committed. This classification also includes contractual obligations to the extent that existing resources have been specifically committed for use in satisfying those contractual requirements.

Assigned

This classification includes amounts that are constrained by the School District's intent to be used for a specific purpose but are neither restricted nor committed. This intent can be expressed by the Board of Education or through the Board delegating this responsibility to the School District administrator through the budgetary process.

Unassigned

This classification includes the residual fund balance for the General Fund.

The School District would typically use restricted fund balances first, followed by committed resources, and then assigned resources, as appropriate opportunities arise, but reserves the right to selectively spend unassigned resources first to defer the use of these other classified funds.

1. Prior to August 1, the Board of Education proposes a budget on the cash basis of accounting for the fiscal year commencing the following September 1. The budget includes proposed disbursements and the means of financing them.
2. The School District establishes legally adopted budgets for its funds in the following manner:

**Individual Fund Basis:**

- General Fund
- Special Building Fund
- Depreciation Fund
- Employee Benefit Fund
- School Nutrition Fund
- Activities Fund
- Bond Fund
- Student Fee Fund
- Qualified Capital Purpose Undertaking Fund

**PALMYRA SCHOOLS  
DISTRICT OR-1 PUBLIC SCHOOLS  
NOTES TO FINANCIAL STATEMENTS – CASH BASIS  
YEAR ENDED AUGUST 31, 2024**

**A. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**Budgetary Data** – The Board of Education (the Board) follows these procedures in establishing the budgetary data reflected in the accompanying financial statements:

3. Hearings are conducted at a public meeting to obtain public comments.
4. Prior to September 20, the budget is legally adopted by the Board of Education and submitted to the Office of the Auditor of Public Accounts, Nebraska Department of Education, and all applicable county clerks.
5. Once approved by the Board, total disbursements cannot legally exceed total appropriations at the fund level nor for “regular education” in the general fund without holding a public budget hearing and obtaining approval from the Board of Education.
6. Appropriations lapse at the end of the fiscal year.

**Property taxes** – The tax levies for all political subdivisions in all applicable counties are certified by the County Board on or before October 15. Real estate and personal property taxes are due and become an enforceable lien on property on December 31<sup>st</sup>. The first half of real estate and personal property taxes becomes delinquent on May 1<sup>st</sup> and the second half becomes delinquent September 1<sup>st</sup> following the levy date. Delinquent taxes bear a statutory rate (currently 14%) of interest. Property taxes levied are recognized when received by all applicable counties.

**Interfund Transfers** – Permanent reallocation of resources between funds of the reporting entity are classified as interfund transfers. For purposes of the statement of activities and net position – cash basis, all interfund transfers between individual governmental funds have been eliminated or reclassified.

**Use of Estimates** – The preparation of financial statements in conformity with the cash basis of accounting used by the district requires management to make estimates and assumptions that affect certain reported amounts and disclosures; accordingly, actual results could differ from those estimates.

**Leases**

The right to use assets are not recorded as assets on the government-wide or fund financial statements, and amortization is not recognized. Likewise, the related liabilities for these leases are not recognized in the financial statements. Payment on all leases is recorded as disbursements by function in the financial statements.

**New Accounting Pronouncements**

GASB Statement 87, Leases, was implemented in the current year. Under the standard a lease is defined as a contract that conveys control of the right to use another entity’s nonfinancial assets as specified in the contract for a period of time in an exchange or exchange-like transaction. Since the District reports on the cash basis of accounting there was no effect on the financial statements other than note disclosure. Leases that transfer ownership (formerly disclosed as capital leases) are now disclosed in the footnote for long-term debt and other leases are disclosed in a separate footnote. Disclosure of terms and lease obligations are disclosed to maturity for leases with the exception of those leases meeting the criteria of short-term leases. Short-term leases are those with maximum possible terms at inception of 12 months or less. No disclosures are required for these leases. The standard does not apply to intangible assets including subscription-based technology arrangements. The district currently has no leases other than short term leases with maximum possible terms of 12 months or less. No disclosures are required for these leases.

**PALMYRA SCHOOLS  
DISTRICT OR-1 PUBLIC SCHOOLS  
NOTES TO FINANCIAL STATEMENTS – CASH BASIS  
YEAR ENDED AUGUST 31, 2024**

**A. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

GASB Statement 96, Subscription-Based-Information Technology-Arrangements (SBITAs), was implemented in the current year. This standard provides guidance related to accounting and financial reporting for subscription-based information technology (SBITAs). The standard generally requires the recording of a right-to-use subscription asset (intangible asset) and a corresponding liability. There is an exception for short-term SBITAs defined as those with maximum possible terms of 12 month or less including option to extend, regardless of their probability of being exercised. Since the District is on the modified cash basis of accounting, there was no effect on the financial statements other than note disclosures.

**B. CASH IN BANK**

For the following disclosures, deposits – including checking accounts, savings accounts, money market accounts, and certificates of deposit – are all classified as cash in the bank on the financial statements.

Custodial Credit Risk – Deposits

Custodial credit risk is the risk that in the event of a bank failure, the School District's deposits may not be returned to it. As of August 31, 2024, all the School District's deposits with financial institutions were fully insured or collateralized by securities held in the School District's name in the form of joint safekeeping receipts. State law requires all funds in depositories to be fully insured or collateralized, and the School District's policy is to require depositories to provide pledged securities to cover deposits in excess of FDIC limits.

Investments

Nebraska statutes allow the School District to make any investment allowed by the State Investment Officer. This includes bank certificates of deposit.

As defined by Governmental Accounting Standards Board Statement No. 3, the School District had no investments as of August 31, 2024.

**C. RETIREMENT PLAN**

The School District contributes to the Nebraska school employees retirement system a cost-sharing multiple-employer defined benefit pension plan administered by the Nebraska Public Employees Retirement System (NPERS). NPERS provides retirement and disability benefits to plan members and beneficiaries. The School Employees Retirement Act establishes benefit provisions.

In 1945, the Nebraska Legislature enacted the law establishing a retirement plan for school employees of the State. During the fiscal year ended June 30, 2023, there were 263 participating school districts. These were the districts that had contributions during the fiscal year. All regular public-school employees in Nebraska, other than those who have their own retirement plans (Class V school districts, Nebraska, State College, University of Nebraska, Nebraska community colleges), are members of the plan.

Normal retirement is at age 65. For an employee who became a member before July 1, 2013, the monthly benefit is equal to the greater of the following : 1) of a savings annuity, which is the actuarial equivalent of the member's accumulated contributions and a service annuity equal to \$3.50 per year of service; 2) the monthly average of the three 12-month periods of service as a school employee in which such compensation was the greatest, multiplied by total years of credible service, multiplied by a formula, factor of 2%, and an actuarial factor based on age.

**PALMYRA SCHOOLS  
DISTRICT OR-1 PUBLIC SCHOOLS  
NOTES TO FINANCIAL STATEMENTS – CASH BASIS  
YEAR ENDED AUGUST 31, 2024**

**C RETIREMENT PLAN (Continued)**

Normal retirement is at age 65. For an employee who became a member on or after July 1, 2013, the monthly benefit is equal to the greater of the following: 1) of a savings annuity, which is the actuarial equivalent of the member's accumulated contributions and a service annuity equal to \$3.50 per year of service; 2) the monthly average of the five 12-month periods of service as a school employee in which such compensation was the greatest, multiplied by total years of credible service, multiplied by a formula, factor of 2%, and an actuarial factor based on age

Employees benefits are invested after five years of plan participation or when termination occurs at the age of 65 or later. Vested members are eligible to receive an unreduced retirement benefit at age 65.

A member's age will determine eligibility to begin receiving a monthly benefit, and if those benefits are reduced or unreduced. Benefit calculations vary with early retirement. At ages 55 to 64, members who are in tiers one, two, or three may qualify to receive unreduced benefits under the "Rule 85" if the members attained age plus credible service equals 85 or greater. Ages 60 to 64, members may qualify to receive unreduced benefits under the tier four "Rule of 85" if the members attained age plus credible service equals 85 or greater.

For school employees who became members prior to July 1, 2013, the benefit paid to a retired member or beneficiary, receives an annual cost-of-living adjustment, which is increased by the lesser of the percentage change in the Consumer Price Index for Urban Wage Earners and Clerical Workers or two and one-half percent. The current benefit paid to a retired member or beneficiary is adjusted so that the purchasing power of the benefit being paid is not less than 75% of the purchasing power of the initial benefit.

For school employees who became members on or after July 1, 2013, the benefit paid to a retired member or beneficiary receives an annual cost-of-living adjustment, which is increased by the lesser of the percent change in the Consumer Price Index for Urban Wage Earners and Clerical Workers or one percent. There is no purchasing power floor for employees who fall under this tier.

For the District's year ended August 31, 2024, the District's total payroll for all employees was \$5,208,351. Total covered payroll was \$5,023,145. Covered payroll refers to all compensation paid by the district to active employees covered by the plan.

**Contributions**

The State's contribution is based on an annual actuarial valuation. In addition, the State contributes an amount equal to 2% of the compensation of all members. This contribution is considered a nonemployer contribution since school employees are not employees of the State. The employee contribution was equal to 9.78% from July 1, 2022, to June 30, 2023, (and from July 1, 2023, through August 31, 2024). The school district (employer) contribution is 101 percent of the employee contribution. The district's contribution to the plan its year ended August 31, 2024, was \$501,426.

**Pension Liabilities**

At June 30, 2023 the District had liability of \$841,061 for its proportionate share of the net pension liability. (This liability is not recorded in the accompanying modified cash basis financial statements.) The net pension liability was measured as of June 30, 2023, and the total pension liability used to calculate the net pension liability was determined using an actuarial valuation as of that date. The NPERS School Plan was 97.33% funded as of June 30, 2023, based on actuarial calculations comparing total pension liability to the fiduciary net position. The district's proportion of the net pension liability was based on a projection

**PALMYRA SCHOOLS  
DISTRICT OR-1 PUBLIC SCHOOLS  
NOTES TO FINANCIAL STATEMENTS – CASH BASIS  
YEAR ENDED AUGUST 31, 2024**

**C RETIREMENT PLAN (Continued)**

of the district's, long-term share of contributions to the pension plan relative to the projected contributions of all participating entities, actuarially determined. At June 30, 2023, the District's proportion was \$841,061, which was an decrease of \$830,208 from its proportion measured as of June 30, 2022.

For the year of June 30, 2023, the District's allocated pension expense was \$170,057

**Actuarial Assumptions**

The total pension liability in the June 30, 2023, actuarial valuation was determined using the following actuarial assumptions, applied to all periods included in the measurement:

Inflation	2.45 percent
Salary increases, including wage inflation	2.95 – 12.95 percent
Cost-of-Living Adjustment	Members hired before July 1, 2023: floor benefit equal to 75% purchasing power of original benefit. Members hired on/after July 1, 2013: with no no floor benefit
Investment Rate Return, net of investment Expense, including inflation	7.1 percent

The School Plan's pre-retirement mortality rates were based on the Pub-2010 general members (Above Median) Employee Mortality Table (100% of male rates, 95% of female rates), both male and female rates set back one year, projected generationally using MP-2019 modified to 75% of the ultimate rates.

The School Plan's post-retirement mortal rates through retirees were based on the Pub-2010 general members (Above Median) contingent survival mortality table (100% of rates, 95% of female rates), both male and female rates set back one year, projected generationally using MP-2019 modified to 75% of the ultimate rates.

The School Plan's disability mortality rates were based on the Pub-2010 Non-Safety Disabled Mortality Table (statistic table).

The actuarial assumptions used in the July 1, 2023, valuations, for the School Plan are based on results of the most recent actuarial experience study, which covered the four-year period ending June 30, 2019. The experience study report is dated December 21, 2020.

The long-term expected rate of return on pension plan investments was based upon expected long-term investment returns provided by a consultant of the Nebraska Investment Council, who is responsible for investing in the pension plan assets. The return assumptions were developed using a building block method in which best estimate ranges of expected future rates of return (expected returns, net of pension plan investment expense in inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighing the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. Best estimates of arithmetic real rates of return for each major asset class included in the pension plan's target asset allocation as of June 30, 2023, (see the discussion of the pension plan's investment policy) are summarized in the following table:

**PALMYRA SCHOOLS  
DISTRICT OR-1 PUBLIC SCHOOLS  
NOTES TO FINANCIAL STATEMENTS – CASH BASIS  
YEAR ENDED AUGUST 31, 2024**

**C RETIREMENT PLAN (Continued)**

ASSETT CLASS	TARGET ALLOCATION	LONG-TERM EXPECTED REAL RATE OF RETURN
U.S. EQUITY	27.0%	4.5%
GLOBAL EQUITY	19.0%	5.3%
NON-U.S. EQUITY	11.5%	5.8%
FIXED INCOME	30.0%	0.7%
PRIVATE EQUITY	5.0%	7.4%
REAL ESTATE	7.5%	4.2%
TOTAL	100%	

**Discount Rate**

The discount rate used to measure the Total Pension Liability on June 30, 2023, was 7.1%. The discount rate is reviewed as part of the actuarial experience study, which was performed for the period July 1, 2015, through June 30, 2019. The actuarial experience study is reviewed by the NPERS Board, which must vote to change the discount rate.

The projection of cash flows used to determine the discount rate assumed that contributions from plan members will be made at the current contribution rate and contributions from employers and non-employers will be made at the contractually required rates, actuarially determined. Based on those assumptions, the pension plans' fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate to return on pension plan investments was applied to all periods of projected benefit payment to determine the total pension liability. The projected future benefit payments for all current plan members were projected through 2122.

**Sensitivity of the District Proportionate Share of the Net Pension Liability to Changes in the Discount Rate.**

The following presents the district proportionate share of the net pension liability calculated using the discount rate of 7.1%, as well as the district's proportionate share of the net pension liability would be if it were calculated using a discount rate that is one percentage point lower (6.1 percent) or one percent higher (8.1 percent) the current rate:

	<u>Discount Rate</u>	<u>District's Proportionate Share of net Pension Liability</u>
1% decrease	6.1%	\$4,375,165
Current Discount Rate	7.1%	\$698,276
1% increase	8.1%	(\$2,318,048)

**Plan Fiduciary Net Position**

Detailed information about the Plan's fiduciary net position is available in the separately issued Nebraska. Public Employees Retirement Systems Plan financial reports. NPERS issues a publicly available financial report that includes financial statements in required supplementary information for NPERS. That report may be obtained via the Internet: [http://www.auditors.nebraska.gov/APA\\_Reports](http://www.auditors.nebraska.gov/APA_Reports)

**PALMYRA SCHOOLS  
DISTRICT OR-1 PUBLIC SCHOOLS  
NOTES TO FINANCIAL STATEMENTS – CASH BASIS  
YEAR ENDED AUGUST 31, 2024**

**D. LONG-TERM DEBT**

Long-term debt on August 31, 2024 consisted of the following:

Limited Tax Obligation Bonds, Series 2019, in the amount of \$1,320,000, were issued on October 9, 2019. The interest rate ranges from 1.60% to 2.20%. Payments of interest are made on December 15 and June 15 each year, with principal payments made annually on December 15. The Bond matures on December 15, 2029. Payments for this bond are made from the Qualified Capital Purpose Undertaking Fund. The balance at August 31, 2024 was \$825,000.

Two bond Issues were done during year 2021, Series A and Series B. The interest rate ranges from 2.5% to 3.5%. Payments are made in December and June each year. These bonds mature on December 15, 2036. The combined balance of these two bonds at August 31, 2024 was \$7,685,000.

In November 2022, the District issued \$9,910,000 of bonds at a premium of \$99,100. This is for the purpose of new construction for buildings. This is Phase 1 of two more bond issues. The district is only paying interest on this bond issue as of August 31, 2024. The first principle payment will be on December 15, 2033. The bond will mature on December 15, 2047. The balance at August 31, 2024 was \$9,910,000.

A bond was issued in 2023 for \$5,675,000 for second phase of construction on the building. This is the Series 2023. The first principle payment was due December 15, 2023 for \$690,000. The following interest payments are due December 15<sup>th</sup> and June 15<sup>th</sup> each year and the Principle payments are due December 15<sup>th</sup>. The bond will mature on December 15, 2047. The balance at August 31, 2024 was \$4,985,000.

A bond was issued in 2024 for \$6,415,000 for the third phase of the construction on the building. This is Series 2024. The first principle payment will be due December 15, 2024 for \$150,000. The following interest payments are due December 15<sup>th</sup> and June 15<sup>th</sup> each year with principle payments due each December 15<sup>th</sup>, excluding year 2025. The bond will mature on December 15, 2047. The balance at August 31, 2024 was \$6,415,000.

The following is a summary of bond transactions of the district for the year ended August 31, 2024:

**Palmyra Schools**  
**District OR-1 Public Schools**  
**Notes to Financial Statements – Cash Basis**  
**Year ended August 31, 2024**

FY End	Series 2019		Series 2021 A		Series 2021 B		Series 2022		Series 2023		Series 2024	
	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest
2025	130,000	15,843	135,000	6,163	395,000	126,288	-	476,394	270,000	232,500	150,000	294,687
2026	135,000	13,258	140,000	5,440	400,000	118,338	-	476,394	280,000	218,750	-	300,344
2027	135,000	10,524	95,000	4,746	455,000	109,788	-	476,394	50,000	210,500	240,000	294,344
2028	140,000	7,670	-	4,438	555,000	99,688	-	476,394	75,000	207,375	235,000	282,469
2029	140,000	4,695	-	4,438	555,000	88,588	-	476,394	225,000	199,875	110,000	273,844
2030-2034	145,000	1,595	110,000	21,813	2,905,000	274,470	20,000	2,381,469	660,000	872,250	1,185,000	1,238,794
2035-2039	-	-	175,000	3,063	1,765,000	40,921	1,495,000	2,294,344	425,000	795,625	1,825,000	810,094
2040-2044	-	-	-	-	-	-	4,230,000	1,496,713	1,000,000	587,500	1,865,000	395,975
2045-2049	-	-	-	-	-	-	4,165,000	396,478	2,000,000	190,000	805,000	72,909
	825,000	53,585	655,000	50,101	7,030,000	858,081	9,910,000	8,950,974	4,985,000	3,514,375	6,415,000	3,963,460

**PALMYRA SCHOOLS  
DISTRICT OR-1 PUBLIC SCHOOLS  
NOTES TO FINANCIAL STATEMENTS – CASH BASIS  
YEAR ENDED AUGUST 31, 2024**

**E. RISK MANAGEMENT**

The school is exposed to various risks of loss related to torts; theft of, damage to, or destruction of assets; errors or omissions; injuries to employees and to the public; or acts of God. For the fiscal year ended August 31, 2024, the School has approved insurance coverage through a commercial insurance company. The school's insurance coverage is as follows for various insurance policies: General Liability exposure, Umbrella Liability coverage, and Public Officials Errors and Omission exposure. Settled claims have not significantly exceeded this commercial coverage in any of the past three fiscal years.

**F. FEDERAL AWARD PROGRAMS**

The School District received funds under various federal grant programs and such assistance is to be disbursed in accordance with the provisions of the various grants. Compliance with the grants is subject to audit by various government agencies which may impose sanctions in the event of noncompliance. Management believes that they have complied with all aspects of the various grant provisions and the results of adjustments, if any, relating to such audits would not have any material financial impact.

**G. INTERFUND TRANSFERS**

The School District transferred the following amounts from the General Fund during the year to the following funds for student activities, support of the school Nutrition program.

<u>Fund</u>	<u>Purpose</u>	
Activities Fund (an agency fund)	Activity Support	\$ 60,000
School Nutrition Fund	Lunch Support	\$ 16,445
	<b>Total Transfers</b>	<b>\$ 76,445</b>

**H. SUBSEQUENT EVENTS**

In preparing the financial statements, the School District has evaluated events and transactions for potential recognition or disclosure through October 29, 2024, the date the financial statements were available to be issued.

**I. ECONOMIC DEPENDENCY**

The district depends on financial resources flowing from federal governments and state agencies

**SUPPLEMENTAL SCHEDULE**

**SCHOOL DISTRICT OR-1**  
**SUPPLEMENTAL SCHEDULE**  
**COMBINING SCHEDULE OF CASH RECEIPTS, DISBURSEMENTS,**  
**AND FUND BALANCES**  
**FOR THE YEAR ENDED AUGUST 31, 2024**

	Fund Balances At Beginning of Year	Excess (Deficiency)			Fund Balance Composition			
		Receipts	Disbursements	Transfers In (Out)	Of Receipts Over (Under) Disbursements	Ending Fund Balances	Cash in Bank	Cash at County Treasurer
General Fund	\$ 4,009,719	\$ 9,479,176	\$ 9,027,337	\$ (76,445)	\$ 375,394	\$ 4,385,113	\$ 3,465,097	\$ 920,016
Depreciation Fund	332,169	183,638	182,173	-	1,465	333,634	333,634	-
Employee Benefit Fund	39,554	722	-	-	722	40,276	40,276	-
Activities Fund	215,338	347,770	340,867	60,000	66,903	282,241	282,241	-
School Nutrition Fund	292,598	397,920	467,878	16,445	(53,513)	239,085	239,085	-
Bond Fund	1,573,056	1,948,845	2,015,112	-	(66,267)	1,506,789	1,142,435	364,354
Special Building Fund	9,573,946	12,833,147	16,271,821	-	(3,438,674)	6,135,272	6,097,896	37,376
QPUF	287,714	147,311	148,680	-	1,369	286,345	264,017	22,328
Student Fee Fund	-	-	-	-	-	-	-	-
<b>Grand Total - All Funds</b>	<b>\$ 16,324,094</b>	<b>\$ 25,338,529</b>	<b>\$ 28,453,868</b>	<b>\$ -</b>	<b>\$ (3,112,601)</b>	<b>\$ 13,208,755</b>	<b>\$ 11,864,681</b>	<b>\$ 1,344,074</b>

**SCHOOL DISTRICT OR-1  
GENERAL FUND  
SUPPLEMENTAL SCHEDULE OF CASH RECEIPTS, DISBURSEMENTS,  
AND FUND BALANCE - BUDGET AND ACTUAL  
FOR THE YEAR ENDED AUGUST 31, 2024**

		<u>Budget</u> <u>(Original and Final)</u>	<u>2024</u> <u>Actual</u>
<b>Receipts:</b>			
	Local sources:		
1100	Property taxes		5,228,647
1115	Carline Taxes		2,066
1120	Public Power District Sales Tax		95
1125	Motor vehicle taxes		429,545
1140	Penalties and Interest		11,664
1190	Other Taxes		2,325
1312	Tuition Summer School		4,250
1370	Preschool tuition		43,475
1510	Interest on Investments		3,132
1800	Community Service		34,307
1910	Rent of School Equipment and Facilities		270
1911	Local Licenses Fees		6,926
1920	Other Contributions		6,431
1990	Other Local Receipts		988
	<b>Total local sources</b>		<u>5,774,121</u>
	County and ESU sources:		
2110	Fines and licenses		33,087
2130	Other Country Receipts		903
2210	ESU Receipts		820
	<b>Total county and ESU sources</b>		<u>34,810</u>
	State sources:		
3110	State aid		1,704,644
3120	Special education		778,024
3125	SPED Transportation		16,903
3130	Homestead exemption		131,916
3131	Property tax credit		403,050
3180	Pro-Rate Motor Vehicle		13,716
3400	State apportionment		115,538
3535	Payment for high ability learners		7,187
3551	Career Education		7,500
3552	School Safety and Security		2,000
3990	Other State		237
	<b>Total state sources</b>		<u>3,180,715</u>
	Federal sources:		
4418	IDEA Peak- Part B		702
4421	IDEA Part B (611) E/P		2,686
4422	IDEA (619) ARP		2,017
4423	IDEA Part B ARP Proportionate Share		841
4505	ESSA Title I Accountability Improving Basic Programs Operated by local Education Agencies		37,487
4509	ESEA Title II Part A		1,386
4516	IDEA Preschool (619) Base/IDEA Enrollment Poverty (619) Allocation		4,920
4518	IDEA Part B (611) Base & Enrollment Poverty Allocation		126,922
4521	IDEA Part B : Proportionate Share		3,806
4525	Federal Vocations		6,242
4530	Other Federal Categorical		21
4708	Medicaid in Public Schools		4,741
4709	Medicaid Administrative Activities ( MAAPS)		13,923
4969	ESSA Title IV A: Student Support & Academic Enrichment Grant (SSAE)		10,000
4998	ESSER III		219,950
	<b>Total federal sources</b>		<u>435,644</u>
	<b>Other non-revenue receipts:</b>		
5301	Insurance Adjustments		43,275
5690	Other Non-Revenue Receipts		10,611
	<b>Total non-revenue receipts</b>		<u>53,886</u>
	<b>Total receipts</b>	<u>9,261,297</u>	<u>9,479,176</u>
<b>Disbursements:</b>			
	Operational disbursements:		
1100	Instruction - non-special education		\$ 4,471,308
1160	Instruction - poverty programs		111,412
1190	Early Childhood		106,963
1200	Instruction - special education		860,930
1291	SPED Age 3-5		1,249
1300	Summer School		19,307
	<b>Total Operation Disbursements</b>		<u>5,571,169</u>

**SCHOOL DISTRICT OR-1  
SUPPLEMENTAL SCHEDULE OF CASH RECEIPTS, DISBURSEMENTS,  
AND FUND BALANCE - BUDGET AND ACTUAL  
FOR THE YEAR ENDED AUGUST 31, 2024**

		<b>Budget (Original and Final)</b>	<b>2024 Actual</b>
Support Services - Students			
2120	Support Services - Guidance Services		186,035
2130	Support Services - Health Services		2,729
2131	Support Services - Health SPED		48,214
2141	Support Services - Psychological Services - SPED - School Age		110,852
2151	Support Services - Speech Pathology & Audiology - SPED - School Age		140,194
2152	Support Services - Speech Pathology & Audiology - SPED - Ages 3-5		8,757
2153	Support Services - Speech Pathology & Audiology - SPED - Ages 0-2		8,757
2161	Support Services - Occupational Therapy Related Services - SPED - School Age		38,183
2162	Support Services- Occupational Therapy SPED Age 3-5		2,333
2163	Support Services- Occupational Therapy SPED Age 0-2		66
2171	Support Services - Physical Therapy Related Services - SPED - School Age		32,976
2181	Support Services - Visually Impaired/Vision Services - SPED - School Age		9,372
<b>Total Support Services - Students</b>			<b>588,468</b>
Support Services - Instruction			
2220	Support Services - Instruction - Library/Media Services		132,411
2224	Support Services - Instruction - Educational Television Services		10,072
2230	Support Services - Instruction Related		12,524
<b>Total Support Services - Instruction</b>			<b>155,007</b>
Support Services - General Administration			
2310	General administration -board of education		129,056
2320	General administration - Executive Administration		205,484
2330	General administration - District Legal Services		13,789
<b>Total Support Services - General Administration</b>			<b>348,329</b>
Office of the Principal			
2410	Office of principal		375,699
2490	School Administration - Other		532
<b>Total Office of Principal</b>			<b>376,231</b>
Central Services			
2510	Central Services - Fiscal Services		127,613
<b>Total Central Services</b>			<b>127,613</b>
Operation & Maintenance of Plant			
2610	Operation & Maintenance of Plant - Operation of Buildings		525,162
2620	Operation & Maintenance of Plant - Maintenance of Buildings		194,325
2630	Operation & Maintenance of Plant - Care & Upkeep of Grounds		69,491
2650	Vehicle Operation & Maintenance		11,508
2660	Operation & Maintenance of Plant - Security		881
<b>Total Operation &amp; Maintenance of Plant</b>			<b>801,367</b>
Student Transportation			
27x0	Total Student Transportation - Regular Education		538,979
27x2	Total Student Transportation - SPED		57,346
<b>Total Transportation</b>			<b>596,325</b>
Other Student Support			
2900	Other Support Services		7,354
Community Services			
3300	Community Services Operations		39,961
State Categorical Programs			
3535	High Ability Learners		1,400
3540	State Early Childhood		70,688
3551	Career Education		7,233
3552	School Safety & Security		2,000
<b>Total State Categorical Programs</b>			<b>81,321</b>

**SCHOOL DISTRICT OR-1  
SUPPLEMENTAL SCHEDULE OF CASH RECEIPTS, DISBURSEMENTS,  
AND FUND BALANCE - BUDGET AND ACTUAL  
FOR THE YEAR ENDED AUGUST 31, 2024**

		<u>Budget (Original and Final)</u>	<u>2024 Actual</u>
	Federal Programs		
6200	Title I Part A ESSA Improving Basic Programs Operated by Local Education Agencies		70,220
6310	Title II - Part A ESSA		1,637
6406	IDEA Preschool (619) Base Allocation		3,921
6408	IDEA Part B (611) Base & Enrollment Poverty Allocation - Birth Through Age 21		136,112
6418	IDEA Part B PEAKS Projects		509
6421	IDEA Part B (611) ARP Base & Enrollment Poverty Allocation - Birth Through Age 21		1,971
6700	Federal Vocations - Carl Perkins		2,940
6998	ESSER III		116,873
	<b>Total Federal Programs</b>		<u>334,183</u>
	<b>Transfers to Other Funds</b>		<u>76,445</u>
8000	Total Transfers		<u>76,445</u>
	<b>Total disbursements and transfers</b>	<u>10,304,703</u>	<u>9,103,782</u>
	<b>Beginning Balance - Cash on Hand</b>		3,073,044
	<b>Beginning Balance - Cash at County Treasurers</b>		936,675
	<b>Ending Balance - Cash on Hand</b>		3,465,097
	<b>Ending Balance - Cash at County Treasurers</b>		920,016

**SCHOOL DISTRICT OR-1**  
**DEPRECIATION FUND**  
**SUPPLEMENTAL SCHEDULE OF CASH RECEIPTS, DISBURSEMENTS,**  
**AND FUND BALANCE - BUDGET AND ACTUAL**  
**FOR THE YEAR ENDED AUGUST 31, 2024**

	<u>Budget</u> <u>(Original and Final)</u>	<u>2024</u> <u>Actual</u>
FUND BALANCE, Beginning of Year		\$ <u>332,169</u>
Receipts:		
Interest on Investments		788
Other		7,850
Fund Transfer In		<u>175,000</u>
Total receipts	<u>125,600</u>	<u>183,638</u>
Total available resources		<u>515,807</u>
Disbursements:		
Bus Purchase		<u>182,173</u>
Total disbursements	<u>457,600</u>	<u>182,173</u>
FUND BALANCE, End of Year		<u>\$ 333,634</u>

**SCHOOL DISTRICT OR-1**  
**EMPLOYEE BENEFIT FUND**  
**SUPPLEMENTAL SCHEDULE OF CASH RECEIPTS, DISBURSEMENTS,**  
**AND FUND BALANCE - BUDGET AND ACTUAL**  
**FOR THE YEAR ENDED AUGUST 31, 2024**

	<u>Budget</u> <u>(Original and Final)</u>	<u>2024</u> <u>Actual</u>
FUND BALANCE, Beginning of Year		\$ 39,554
Receipts:		
Interest on Investments		722
Total receipts	<u>500</u>	<u>722</u>
Total available resources		<u>40,276</u>
Disbursements:		
Unemployment claims		<u>-</u>
Total disbursements	<u>40,054</u>	<u>-</u>
FUND BALANCE, End of Year		<u>\$ 40,276</u>

**SCHOOL DISTRICT OR-1  
ACTIVITIES FUND  
SUPPLEMENTAL SCHEDULE OF CASH RECEIPTS, DISBURSEMENTS,  
AND FUND BALANCE - BUDGET AND ACTUAL  
FOR THE YEAR ENDED AUGUST 31, 2024**

	<u>Budget (Original and Final)</u>	<u>2024 Actual</u>
TOTAL LIABILITIES & FUND BALANCE, Beginning of Year		<u>\$ 215,338</u>
Receipts:		
Direct Activities -Admissions		31,074
Other Income		316,696
Fund Transfers In		<u>60,000</u>
Total receipts	<u>411,000</u>	<u>407,770</u>
Total available resources		<u>623,108</u>
Disbursements:		
Other Support Services		<u>340,867</u>
Total disbursements	<u>619,463</u>	<u>340,867</u>
TOTAL LIABILITIES & FUND BALANCE, End of Year		<u><u>\$ 282,241</u></u>

**SCHOOL DISTRICT OR-1  
SCHOOL NUTRITION FUND  
SUPPLEMENTAL SCHEDULE OF CASH RECEIPTS, DISBURSEMENTS,  
AND FUND BALANCE - BUDGET AND ACTUAL  
FOR THE YEAR ENDED AUGUST 31, 2024**

	<u>Budget (Original and Final)</u>	<u>2024 Actual</u>
FUND BALANCE, Beginning of Year		<u>\$ 292,598</u>
Receipts:		
Food Service - Daily Sales		232,515
USDA Federal subsidy		159,408
State Reimbursements		2,537
Interest on Investments		245
Non Revenue		3,215
Fund Transfers In		16,445
Total receipts	<u>538,500</u>	<u>414,365</u>
Total available resources		<u>706,963</u>
Disbursements:		
Salaries		158,884
Benefits		48,811
Food		237,047
Purchased Services		11,923
Supplies and materials		6,766
Miscellaneous		4,217
Repairs		230
Total disbursements	<u>801,552</u>	<u>467,878</u>
FUND BALANCE, End of Year		<u><u>\$ 239,085</u></u>

**SCHOOL DISTRICT OR -1  
BOND FUND  
SUPPLEMENTAL SCHEDULE OF CASH RECEIPTS, DISBURSEMENTS,  
AND FUND BALANCE - BUDGET AND ACTUAL  
FOR THE YEAR ENDED AUGUST 31, 2024**

	<u>Budget (Original and Final)</u>	<u>2024 Actual</u>
FUND BALANCE, Beginning of Year		<u>\$ 1,573,056</u>
Receipts:		
Property taxes/Taxes Levied		1,818,072
Carline Taxes		3,969
Penalties and Interest		3,434
Pro Rate Motor Vehicle		3,893
State Property tax credit		72,486
Interest on Investments		2,029
Homestead		44,962
Total receipts	<u>1,957,110</u>	<u>1,948,845</u>
Total available resources		<u>3,521,901</u>
Disbursements:		
Bond principal		1,210,000
Bond interest		769,370
Fees		35,742
Total disbursements	<u>2,270,110</u>	<u>2,015,112</u>
FUND BALANCE, End of Year		<u><u>\$ 1,506,789</u></u>

**SCHOOL DISTRICT OR-1  
BUILDING FUND  
SUPPLEMENTAL SCHEDULE OF CASH RECEIPTS, DISBURSEMENTS,  
AND FUND BALANCE - BUDGET AND ACTUAL  
FOR THE YEAR ENDED AUGUST 31, 2024**

	<b>Budget</b>	<b>2024</b>
	<b>(Original and Final)</b>	<b>Actual</b>
	<hr/>	<hr/>
FUND BALANCE, Beginning of Year		\$ 9,573,946
Receipts:		
Property taxes		229,045
Carline Taxes		112
Penalties and Interest on Taxes		539
Interest on Investments		396,197
Homestead exemption		5,675
State property tax credit		8,656
Pro Rate Motor Vehicle		485
Issuance of Bonds		12,090,000
Bond Premiums		101,840
Other - Non-Revenue		598
Total receipts	12,351,500	12,833,147
	<hr/>	<hr/>
Total available resources		22,407,093
		<hr/>
Disbursements:		
Facilities Acquisition and Construction		16,221,527
Other Debt Related Fees and Costs		30,850
Operation of Building Maintenance		19,354
Dues and Fees		90
Total disbursements	21,743,147	16,271,821
	<hr/>	<hr/>
FUND BALANCE, End of Year		\$ 6,135,272
		<hr/> <hr/>

**SCHOOL DISTRICT OR -1  
 QUALIFIED CAPITAL PURPOSE UNDERTAKING FUND  
 SUPPLEMENTAL SCHEDULE OF CASH RECEIPTS, DISBURSEMENTS,  
 AND FUND BALANCE - BUDGET AND ACTUAL  
 FOR THE YEAR ENDED AUGUST 31, 2024**

	<u>Budget (Original and Final)</u>	<u>2024 Actual</u>
FUND BALANCE, Beginning of Year		\$ <u>287,714</u>
Receipts:		
Property taxes/Taxes Levied		137,782
Carline Taxes		76
Interest Levied on Taxes		402
State Property tax credit		5,088
Pro Rate Motor Vehicle Tax		354
Interest on Investments		227
Homestead		3,382
Total receipts	<u>149,516</u>	<u>147,311</u>
Total available resources		<u>435,025</u>
Disbursements:		
Bond Principle		130,000
Bond interest		18,280
Bond Issuance Fees		400
Total disbursements	<u>440,802</u>	<u>148,680</u>
FUND BALANCE, End of Year		\$ <u><u>286,345</u></u>

**SCHOOL DISTRICT OR-1**  
**STUDENT FEE FUND**  
**SUPPLEMENTAL SCHEDULE OF CASH RECEIPTS, DISBURSEMENTS,**  
**AND FUND BALANCE - BUDGET AND ACTUAL**  
**FOR THE YEAR ENDED AUGUST 31, 2024**

	<u>Budget</u> <u>(Original and Final)</u>	<u>2024</u> <u>Actual</u>
FUND BALANCE, Beginning of Year		\$ <u>          -</u>
Receipts:		
Extracurricular activity fees		<u>          -</u>
Total receipts	<u>          8,000</u>	<u>          -</u>
Total available resources		<u>          -</u>
Disbursements:		
Extracurricular activity fees		<u>          -</u>
Total disbursements	<u>          8,000</u>	<u>          -</u>
<b>FUND BALANCE, End of Year CLOSED</b>		<b>\$ <u>          -</u></b>

**PALMYRA SCHOOLS  
DISTRICT OR-1 PUBLIC SCHOOLS  
NOTES TO OTHER SUPPLEMENTARY INFORMATION –  
BUDGETARY COMPARISON SCHEDULES  
YEAR ENDED AUGUST 31, 2024**

NOTE A. SCHEDULES OF CASH RECEIPTS, DISBURSEMENTS, AND FUND BALANCE – BUDGET AND ACTUAL

Basis of Accounting

The accompanying schedules of cash receipts, disbursements, and changes in fund balance – budget and actual are presented on the cash basis of accounting. This basis is consistent with the basis of accounting used in preparing the basic financial statements. All undisbursed appropriations lapse at the end of the budget year. For budgetary purposes, transfers to Employee Benefit Fund and Depreciation Fund are reflected as functional disbursements in the General Fund when transfers are made.

Budget Law

The district is required by state law to hold public hearings and adopt annual budgets for all funds on the cash basis of accounting. Total expenditures for each fund may not exceed the total budgeted expenditures. The General Fund is also subject to a total non-special education expenditures limit. Appropriations for expenditures lapse at year-end. Any revisions to the adopted budget of total expenditures to any fund require a public hearing.

Presentation

*Governmental Accounting Standards* requires that for reporting purposes, the General Fund include all activity of funds that do not generate a significant amount of revenues from outside sources. Therefore, in the fund financial statements, Employee Benefit Fund and Depreciation have been included in the General fund since their revenues are mainly derived from transfers from the General Fund. However, since the Employee Benefit Fund and Depreciation are required by State law to adopt their own budget and, therefore, the respective budgetary schedules have been included here.

Reconciliation

A reconciliation of the General Fund financial reporting basis to the budgetary basis is as follows:

Receipts over disbursements – financial reporting basis – General Fund	\$4,759,023
Receipts over Disbursements – Budgetary basis	
General Fund	4,385,113
Depreciation Fund	333,634
Employee Benefit Fund	<u>40,276</u>
TOTAL	<u>\$4,759,023</u>



**INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS**

To the Board of Education  
Palmyra Schools  
District No. OR-1 Public Schools  
Palmyra, Nebraska

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the District No. OR-1, Palmyra, NE ("School District") as of and for the year ended August 31, 2024, and the related notes to the financial statements, which collectively comprise the School District's financial statements, and have issued our report thereon dated October 29, 2024. Our report disclosed that as described in Note A to the financial statements, the School District prepares its financial statements on the basis of cash receipts and disbursements, which is a comprehensive basis of accounting other than accounting principles generally accepted in the United States of America.

***Report on Internal Control over Financial Reporting***

In planning and performing our audit of the financial statements, we considered the School District's internal control over financial reporting (internal control) as a basis for designing the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of District No. OR-1s' internal control. Accordingly, we do not express an opinion on the effectiveness of School District No. OR-1s' internal control.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

### ***Report on Compliance and Other Matters***

As part of obtaining reasonable assurance about whether the School District's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

### ***Purpose of this Report***

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

A handwritten signature in cursive script that reads "Julie D. Bauman, CPA".

Julie D. Bauman, CPA, P.C.  
Falls City, Nebraska  
October 29, 2024

Business OperationsSale and Disposal of School Property

The Superintendent is authorized and directed to dispose of books, furniture, equipment, real estate, and other property that is obsolete or no longer needed for school operations. Any sale of school property is contingent on approval by the vote of at least two-thirds of the members of the Board of Education at a regular meeting.

Such disposal may be by private sale, auction, trade-in, or by taking bids and selling to the highest or most responsible bidder.

The following procedures shall be followed for an auction or when taking bids:

1. The intention to sell shall be publicized, via school newsletter, a weekly memo, a bulletin posting, a newspaper advertisement, or other means suitable to the value and nature of the property.
2. Real estate will be sold to the highest bidder, except that a minimum acceptable price may be established prior to bidding.
3. Items which are offered for sale in an approved manner which are not sold after a reasonable period of time may be considered to have no value and may be disposed of as determined by the Superintendent and reported to the Board of Education.

Property that has little or no value shall be discarded or recycled as appropriate. No school employee shall take such property for their personal use, even if the item has been placed in the trash, without the express approval of the administration.

Legal Reference: Neb. Rev. Stat. § 79-10,114

Date of Adoption: April 10, 2017

Date of Review: April 12, 2021

# NASB BOARD NOTES

A MONTHLY PUBLICATION FROM THE NEBRASKA ASSOCIATION OF SCHOOL BOARDS



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# Snapshots



## IN THIS EDITION OF BOARD NOTES

THIS MONTH IN ...

AT THE BOARD TABLE

THE 2024 STATE EDUCATION CONFERENCE

PRE-CONFERENCE SESSIONS & KEYNOTES

UPCOMING INTERIM STUDIES: CURIOUS YOUR THOUGHTS?

CHOOSING YOUR BOARD'S DELEGATE

AFFILIATE SPOTLIGHT

... AND MUCH MORE!

# THIS MONTH IN ...

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<https://members.nasbonline.org/>

## THIS MONTH IN ...

A quick snapshot of the various programs, services, support and events NASB has planned for its members in the coming month!

**ADVOCACY & GOVERNMENT RELATIONS ...** Continue pushing back on the narrative that high property taxes in Nebraska are primarily due to spending at the local level. We have seen and heard incredible examples of you sharing your unique, individual stories through letters to your Senators. NOTE: on Page 6 you will see the dates and topics for some key interim hearings we will be paying attention to, and would like your thoughts as well. As always, stay engaged and informed! Call Colby & Matt with questions any time!

**ALICAP & INSURANCE ...** ALICAP continues to add new members to the pool! Welcome to Bloomfield Public Schools! We're thrilled to have you join us! ALICAP's membership is up to 211 public schools and ESUs statewide.

**BOARD LEADERSHIP ...** "At the Board Table" is on page 4. This space reflects recommended regular board meeting agenda items to include in your upcoming agenda. - Marcia, Katie, Caden, Stacie, Ben, Stephanie & McKenna!

**DATA ANALYTICS ...** The next Legislative session is drawing nearer and many legislators will be meeting with their constituents after Election Day. Knowing how your school's costs per pupil, tax levies, enrollment trends, poverty indicators and student achievement compare to surrounding districts or districts of a similar size is useful in these discussions. Being armed with data gives you credibility and backs up your narrative when you describe the challenges your own district faces. Contact Jim Luebbe if you are interested in creating one of these summaries for your local school.

**EDUCATION LEADERSHIP SEARCH SERVICE ...** If you are facing a leadership vacancy, we can prepare a proposal to outline the steps of a search process and answer questions on best practice. If you are an applicant considering a specific position, please visit our website at <https://members.nasbonline.org/els> or give Shari a call.

**ENERGY PURCHASING ...** Natural gas continues to trade at fairly low prices going into the colder months and our natural gas purchasing consortiums have had considerable supplies priced in since early this year. We are constantly reminded how changeable the Midwest's weather conditions can be, and our NJUMP and CJUMP programs will be there to assist your district with keeping costs down if we have a repeat of the historic cold temperatures we saw as recently as February of 2021.

**GALLUP STRENGTHS ...** If you work with someone who has SIGNIFICANCE in their Top 5, they thrive when doing work that creates a big impact and perform best when their performance is visible. They may feel a need to be admired as credible, professional, and successful. They want to be known and appreciated for the unique contributions they make. Contact Shari to schedule a Gallup team retreat.

**MEMBER ENGAGEMENT ...** I'm looking forward to seeing you all at the State Education Conference in just 30+ days!

**NOW HIRING ...** NASB is hiring a Board Leadership Associate! If you or someone you know might be interested in this position, visit our About Us page to learn more!

**POLICY ...** Public records requests for schools have now become potentially more expensive. LB 43 passed during the regular session, which requires districts to supply up to 8 hours of employee time, rather than the previous requirement of 4 hours, to meet public records requests of state residents without charging for that time.

**TECHNOLOGY ...** New Subscribers - State Conference - EHA! Welcome to our newest Negotiations Subscribers: Sandhills Public Schools & Sargent Public Schools, and our new Meetings subscriber: Sandhills Public Schools! Please join us for our hospitality event at Beer Can Alley on Thursday, November 21, from 7 to 11 PM during the State Education Conference! Earlier that day, plan to attend our breakout session, "Unlocking Efficiency: Mastering Paperless Board Meetings & Staff Negotiations" at 3:30 PM in Room 210. Finally, be on the lookout for the new EHA Rates to be released soon! Once updated in the Sparq Negotiations program, your district can go into the system and generate projections with the most accurate benefits data. Watch for an email to come with more information!

# TRAINING, NETWORKING, ENGAGEMENT & EVENTS



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<https://members.nasbonline.org/events>

To register for an NASB event, click on the 'My Membership' link, then navigate to the 'Events' dropdown and select 'Register'. If you do not have an email and password to log in or have forgotten it, please contact NASB at 402-423-4951 for assistance.



Order your 2024 Nebraska Ed Laws Books by October 28 at <https://nasb.envisiams.com/membership/ne-ed-law-book>



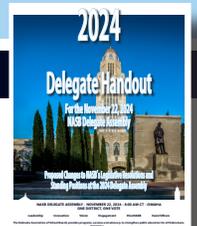
Statewide General Election Day - November 5

Check out our Legislative Candidate Questionnaires at <https://members.nasbonline.org/government-relations/candidate-questionnaires-videos>

State Education Conference - November 20-22 - Omaha

NASB Delegate Assembly - November 22 - 8:00 AM - Omaha

Download your 'Delegate Handout' for the Delegate Assembly now at <https://members.nasbonline.org/government-relations>



2024 NEW BOARD MEMBER WORKSHOPS

New Board Member Workshops



- December 2 - Norfolk
- December 3 - Kearney
- December 4 - Gering
- December 5 - North Platte
- December 10 - York
- December 11 - La Vista

## 2025

Legislative Issues Conference - January 26-27 - Lincoln

School Board Member Week in Nebraska - January 26 to February 1

President's Retreat - February 16-17 - Kearney

# AT THE BOARD TABLE

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## BOARD AGENDA ITEMS FOR YOUR MONTHLY MEETINGS

<https://members.nasbonline.org/board-leadership>



Each month, this space reflects recommended regular board meeting agenda items to include in the upcoming board meeting agenda. Please contact Marcia at [mherring@NASBonline.org](mailto:mherring@NASBonline.org) if you have questions or recommendations for improving the Board Meeting Annual Calendar.

### NOVEMBER BOARD AGENDA ITEMS

Please see the October 15<sup>th</sup> email from [mherring@NASBonline.org](mailto:mherring@NASBonline.org) and [shiggins@NASBonline.org](mailto:shiggins@NASBonline.org) for the draft of the November Board Meeting Agenda. If you have questions or need us to resend the email, please feel free to contact Marcia at 402-450-5152 or Stacie at 402-209-1608.

### NASB LEARNING OPPORTUNITIES FOR BOARD CANDIDATES OR NEWLY APPOINTED/ELECTED BOARD MEMBERS

#### State Conference Mentor-Mentee Session

Watch your Inbox for more information in the weeks to come.

#### NASB New Board Member Workshops

Full agenda and registration information posted at <https://members.nasbonline.org/events/new-board-member-workshops>



Monday, December 2 - Norfolk Country Club  
Tuesday, December 3 - Kearney Holiday Inn  
Wednesday, December 4 - Gering Civic Center  
Thursday, December 5 - North Platte - Venue 304  
Register by Monday, November 25, 2024

Tuesday, December 10 - York - Holthus Center  
Wednesday, December 11 - La Vista Conference Center  
Register by Thursday, December 5, 2024

#### Target Audience

Newly elected board members, appointed board members, experienced board members, ESU board members, Superintendents, ESU Administrators

#### Topics to be covered

NASB Board Governance Standards, Open Meetings Act, board meetings, board-superintendent communication, public comment, closed/executive session, conflict of interest, mission, vision, and goals, policy governance, community and stakeholder engagement, community alignment, student learning, NASB Annual Board Calendar, board committees, board self-assessment, superintendent evaluation, scenarios, board professional development

Awards of Achievement Points Earned: 15



# THE 2024 STATE EDUCATION CONFERENCE

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<https://members.nasbonline.org/events/state-education-conference>

## WEDNESDAY, NOVEMBER 20

Pre-Conference Sessions  
1:00 to 4:00 PM

Exhibitor Reception  
4:00 to 5:30 PM

## THURSDAY, NOVEMBER 21

Board Member/Mentor  
Collaboration  
7:15 to 8:15 AM

Opening Keynote Speaker  
8:15 to 9:30 AM

A - Breakout Sessions  
9:45 to 10:45 AM

B - Breakout Sessions  
11:15 AM to 12:15 PM

Thursday Luncheon Keynote  
12:30 to 2:00 PM

C - Breakout Sessions  
2:15 to 3:15 PM

D - Breakout Sessions  
3:30 to 4:30 PM

## FRIDAY, NOVEMBER 22

Classroom Showcase  
8:00 to 11:30 AM

NASB Delegate Assembly  
8:00 to 9:30 AM

NASA Membership Meeting  
8:00 to 9:30 AM

E - Breakout Sessions  
9:15 to 10:15 AM

F - Breakout Sessions  
10:30 to 11:30 AM

Friday Luncheon Keynote Speaker  
11:45 AM to 1:15 PM

## WEDNESDAY, NOVEMBER 20 - PRE-CONFERENCES

**Harnessing the Power of AI: Practical Applications for School Board Members and Administrators:** Have you been hearing about the buzz around AI and wondering how it will impact your district? Join us for an engaging, hands-on workshop designed specifically for school board members and administrators. We'll start by showcasing how cutting-edge AI tools, like ChatGPT, can simplify daily tasks and enhance the efficiency of board work. From there, we'll explore real-world applications where AI is already benefiting educators—saving time, reducing burnout, and improving student support. Our session will wrap up with the latest research on AI in education, including how schools are crafting policies to leverage AI for better learning outcomes and streamlined operations. You'll leave with actionable insights and practical tools to help you navigate the evolving landscape of AI and make a meaningful difference in your district and community.

**Inside Out: Navigating Board Conflict and the Hidden Costs of Dysfunction:** As Boards of Education evolve, long-standing teams often encounter new members with differing beliefs, styles, and agendas, which can challenge board dynamics. This session offers attendees a chance to delve into how respectful dialogue ensures diverse perspectives are heard and considered in the decision-making process. What can the board and superintendent do to prepare for change and explore strategies for managing communication and conflict when it occurs? Participants will learn to foster civility in governance and proactively address common challenges. Join us to enhance your skills in navigating board transitions and maintaining a productive, respectful environment that builds trust between the board and superintendent and ensures that decisions are made openly and with integrity.

## KEYNOTE SPEAKERS

**Inspiring Hope Through the Power of Commitment and Positivity Beyond the Game: Applying "ALL IN" to Life - Gian Paul Gonzalez**

**18 Inches to Heart-Led Leadership - Tommy Spaulding**

**What's on the Horizon at the Nebraska Department of Education? - Brian Maher**



# UPCOMING INTERIM STUDIES: CURIOUS YOUR THOUGHTS?

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**Below are some upcoming Interim Hearings we feel you as school board members and education leaders should be paying attention to. Please take a look at these and let us know your thoughts.**

<https://nasb.envisiams.com/legislative-bills>

## Friday, November 1

LR 321 (Conrad) - Interim study to determine the scope and use of student surveillance, monitoring, and tracking technology by school officials in Nebraska

LR 341 (McKinney) - Interim study to determine the scope and use by school districts of a ban and bar action, banning and barring individuals from school property

LR 439 (McKinney) - Interim study to explore whether the size of school districts has contributed to historical student underachievement within the Class V school district

LR 440 (McKinney) - Interim study to examine how to close the educational achievement gap in the Class V school district

## Thursday, November 7

LR 320 (Conrad) - Interim study to examine changes to the enrollment option program to ensure students with disabilities have an increased ability to access enrollment opportunities

LR 425 (Murman) - Interim study to examine the challenges faced by families with special needs students in enrolling such students as option students in other school districts under the enrollment option program

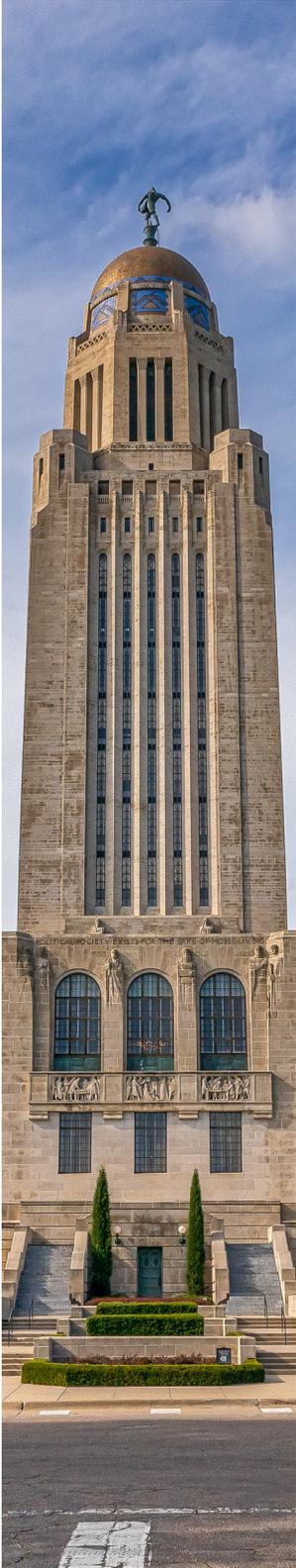
## Friday, November 8

LR 303 (Murman) - Interim study to examine the viability of adopting the Classical Learning Test as an option for meeting admissions requirements at the University of Nebraska and the Nebraska state colleges

LR 378 (Murman) - Interim study to examine the viability of selling land managed by the Board of Educational Lands and Funds

LR 385 (Linehan) - Interim study to examine state standardized testing required in elementary and secondary public schools and the (AQuESTT) system used to classify schools under the Quality Education Accountability Act

LR 419 (Hughes) - Interim study to examine school meal programs in Nebraska



# CHOOSING YOUR BOARD'S DELEGATE

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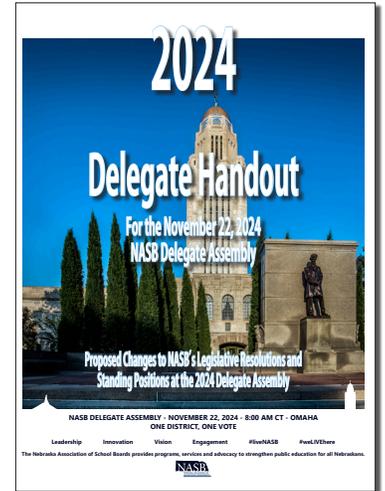
1,900,000 Nebraskans 329,000 Students 1,700 Locally Elected School Board Members 260 Member Districts/ESUs ONE NEBRASKA

<https://members.nasbonline.org/government-relations>

**This year's Delegate Assembly will take place Friday, November 22, at 8:00 AM, in conjunction with the State Education Conference, at the CHI Health Center - downtown Omaha.**

Per the NASB Bylaws, each member district and ESU board of education is allowed and encouraged to have one board member as their voting delegate. As a reminder, having a representative of your board attend Delegate Assembly is a requirement for all boards working toward either the Board of Excellence Award or the President's Board Award.

All items within the Delegate Handout will be considered by this Assembly. The NASB Delegate Handout of proposed changes to the standing positions and legislative resolutions for your review prior to the 2024 Delegate Assembly is now posted at the NASB website. To better prepare you and your board's voting representative for the Delegate Assembly, please download, review, and bring this Handout with you to Omaha.



<https://members.nasbonline.org/government-relations/nasb-advocacy-handbook>

If you haven't already, each board should select one board member to represent the district or ESU as the voting delegate, although multiple members from each board may attend. As a school board member, this is YOUR chance to be heard and help craft the 2024 legislative and leadership initiatives for NASB.

## 2024 NASB MEMBER DELEGATE ASSEMBLY FRIDAY, NOVEMBER 22 - 8:00 AM - OMAHA

### WHY IS IT IMPORTANT FOR YOUR DISTRICT TO BE REPRESENTED AT THE DELEGATE ASSEMBLY?

The Delegate Assembly determines NASB's annual legislative and leadership agenda.

The Delegate Assembly is a key cog in securing laws, regulations, and a vision in Nebraska to benefit public education.

The Delegate Assembly is where your voice can be heard.

The Delegate Assembly is your governance meeting for the entire year.

The Delegate Assembly allows for equal representation. One district. One vote.



# AFFILIATE SPOTLIGHT

Leadership

Innovation

Vision

Engagement

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1,900,000 Nebraskans

329,000 Students

1,700 Locally Elected School Board Members

260 Member Districts/ESUs

ONE NEBRASKA



ARCHITECTURE  
MASTER PLANNING  
INTERIOR DESIGN  
BOND ASSISTANCE



[WWW.CMBAARCHITECTS.COM](http://WWW.CMBAARCHITECTS.COM)

# 2025 CALENDAR

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<https://members.nasbonline.org/events>

## 2025



**Legislative Issues Conference - January 26-27, 2025 - Lincoln**

**School Board Member Week in Nebraska - January 26 to February 1, 2025**

**President's Retreat - February 16-17, 2025 - Kearney**

**NAEP State convention - March 19-20, 2025 - Kearney**

**NASB Member Golf Outing - June 11, 2025 - Kearney Country Club**

**School Leaders & Law Conference - June 11-12, 2025 - Kearney**

**ALICAP Summer Workshops / Leadership Workshops - Summer 2025**

**Area Membership Meetings - Fall 2025**

**Labor Relations Conference - October 1-2, 2025 - Lincoln**

**2025 State Education Conference - November 19-21, 2025 - Omaha**

**New Board Member Workshop - December 3, 2025 - Kearney**



**Paul Grieger**  
Managing Director,  
Public Finance  
402-392-7986  
pgrieger@dadco.com



**Cody Wickham**  
Senior Vice President,  
Public Finance  
402-392-7989  
cwickham@dadco.com



**Andy Forney**  
Senior Vice President,  
Public Finance  
402-392-7988  
aforney@dadco.com

## Building a Better Future with Nebraska's Public Finance Partner

D.A. Davidson & Co. has long been a leader in innovative debt financing for school districts. What we're most proud of are the relationships we've nourished and the strong community improvements that are made as a result.

Our public finance professionals take a personal interest and a hands-on approach, carrying our deals from start to finish. Because you deserve solutions tailored to fit you.

- School Bond Issues
- Tax Anticipation / Construction Notes
- Lease-Purchase Financing
- QCPUF Bonds
- Refinancing Bond Issues



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# YOUR NASB BOARD OF DIRECTORS & STAFF

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**Sandy Noffsinger - President**  
Dundy County Stratton



**Stacy Jolley - President-Elect**  
Millard



**Brad Wilkins - Vice President**  
Ainsworth



**Kim Burry - Past President**  
Bayard

## YOUR NASB OFFICERS AND REGION DIRECTORS

<https://members.nasbonline.org/board-of-directors>



**Region 1 - Neal Kanel**  
HTRS



**Region 2 - Sarah Centineo**  
Bellevue



**Region 3 - Renee Vokt**  
Elkhorn



**Region 4 - Elizabeth Kumru**  
Ralston



**Region 5 - Shavonna Holman**  
Omaha



**Region 6 - Ricky Smith**  
Omaha



**Region 7 - Tracy Casady**  
Omaha



**Region 8 - Don Mayhew**  
Lincoln



**Region 9 - Piyush Srivastav**  
Lincoln



**Region 10 - Ed Swotek**  
Malcolm



**Region 11 - Jim Vlach**  
Lyons-Decatur Northeast



**Region 12 - Lisa Wagner**  
Central City



**Region 13 - Marilyn Bohn**  
ESU 10



**Region 14 - Steve Koch**  
Hershey



**Region 15 - Allison Sandman**  
Wauneta-Palisade



**Region 16 - Suzanne Sapp**  
Ashland-Greenwood



**Region 17 - Michelle Reikofski**  
Osmond



**Region 18 - Susan Ernest**  
Leyton



**Region 19 - Amanda McGill Johnson**  
Millard

## YOUR NASB STAFF

<https://members.nasbonline.org/about-us/nasb-staff>



**John Spatz**  
Executive Director



**Nate Alspaugh**  
IT Specialist



**Ben Anderjaska**  
Board Leadership  
Engagement Associate



**Makenzie Barry**  
ALICAP Data &  
Financial Specialist



**Shari Becker**  
Director of Education  
Leadership Search Service



**Matt Belka**  
Director of Marketing,  
Communications & Advocacy



**Megan Boldt**  
Associate Executive Director  
Director of ALICAP



**Craig Caples**  
Director of Technology



**Colby Coash**  
Associate Executive Director  
Dir. of Government Relations



**Katie Corfield**  
Board Leadership Online  
Survey Specialist



**McKenna DeRiese**  
Board Leadership  
Administrative Assistant



**Sharon Endorf**  
Director of  
Member Engagement



**Caden Frank**  
Board Leadership Community  
Engagement Specialist



**Marcia Herring**  
Director of Board Leadership



**Stacie Higgins**  
Board Leadership Specialist



**Sallie Horky**  
Chief Operating Officer



**Rachel Horstman**  
Business Manager



**Kem Loecker**  
Executive Administrative  
Assistant



**Jim Luebbe**  
Director of Policy Services



**Avary Pansing Brooks**  
Event Planning &  
Engagement Assistant



**Stephanie Summers**  
Board Leadership Specialist



**Lindsey Wooton**  
Administrative Specialist

# YOUR 2024 NASB AFFILIATES

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View the full, detailed listings with contact info at:

<https://members.nasbonline.org/about-us/affiliate-members>

## YOUR 2024 PLATINUM AFFILIATES


## YOUR 2024 GOLD AFFILIATES


# YOUR 2024 NASB AFFILIATES

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## ACCOUNTING

Watts and Hershberger, P.C.

## ARCHITECTS

Alley Poyner Macchietto Architecture

**BCDM Architects**  
PLATINUM LEVEL AFFILIATE

**BVH Architecture**  
PLATINUM LEVEL AFFILIATE

**Carlson West Povondra Architects**  
PLATINUM LEVEL AFFILIATE

**Clark & Enersen**  
GOLD LEVEL AFFILIATE

**CMBA Architects**  
PLATINUM LEVEL AFFILIATE

**DLR Group**  
GOLD LEVEL AFFILIATE

## AWARDS & PLAQUES

Awards Unlimited

## BUILDING CONTROLS AND BUILDING SERVICES

**Navitas**  
GOLD LEVEL AFFILIATE

## CONSTRUCTION SERVICES

**914 Coatings**  
GOLD LEVEL AFFILIATE

**BD Construction**  
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**Boyd Jones**  
PLATINUM LEVEL AFFILIATE

**Cheever Construction**  
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**Hausmann Construction**  
PLATINUM LEVEL AFFILIATE

**MCL Construction**  
GOLD LEVEL AFFILIATE

Project Control

**Sampson Construction**  
PLATINUM LEVEL AFFILIATE

## ENERGY SERVICES

**Facility Advocates**  
PLATINUM LEVEL AFFILIATE

## EQUIPMENT AND FURNITURE

**Outdoor Recreation Products**  
PLATINUM LEVEL AFFILIATE

## FINANCIAL SERVICES

Ameritas Investment Company

**D.A. Davidson & CO.**  
PLATINUM LEVEL AFFILIATE

**Nebraska Liquid Asset Fund**  
PLATINUM LEVEL AFFILIATE

**Northland, (First National Capital Markets)**  
PLATINUM LEVEL AFFILIATE

**Piper Sandler**  
PLATINUM LEVEL AFFILIATE

## FOOD SERVICE

**Lunchtime Solutions**  
GOLD LEVEL AFFILIATE

Opa! Food Management

## FUNDRAISING

**Omaha Public Schools Foundation**  
GOLD LEVEL AFFILIATE

## INSURANCE SERVICES

**American Fidelity**  
PLATINUM LEVEL AFFILIATE

**Blue Cross Blue Shield of Nebraska**  
GOLD LEVEL AFFILIATE

National Insurance Services

**Public Risk Management/ALICAP**  
PLATINUM LEVEL AFFILIATE

## LEGAL SERVICES

Mueller Robak, LLC

## PLAYGROUND/SCOREBOARDS/SURFACING

**Creative Sites, LLC**  
SILVER LEVEL AFFILIATE

## PLAYGROUND/SCOREBOARDS (CONTINUED)

**Crouch Recreation**  
PLATINUM LEVEL AFFILIATE

Cunningham Recreation/GameTime

Fisher Tracks, Inc.

## SAFETY & SECURITY SERVICES

**One Source The Background Check Company**  
GOLD LEVEL AFFILIATE

## STUDENT SERVICES

**Doane University**  
GOLD LEVEL AFFILIATE

**TeamMates Mentoring Program**  
SILVER LEVEL AFFILIATE

## TECHNOLOGY/SOFTWARE

**Bishop Business**  
PLATINUM LEVEL AFFILIATE

**Envisi**  
PLATINUM LEVEL AFFILIATE

**Hamilton**  
PLATINUM LEVEL AFFILIATE

**Sparq Data Solutions**  
PLATINUM LEVEL AFFILIATE

## TRANSPORTATION PRODUCTS

**Cornhusker International**  
GOLD LEVEL AFFILIATE

**Master's Transportation**  
GOLD LEVEL AFFILIATE

BOARD NOTES IS PUBLISHED ON A MONTHLY BASIS AS A MEMBER SERVICE. ADVERTISING IS AVAILABLE IN EVERY ISSUE. TO ADVERTISE OR BECOME AN AFFILIATE, PLEASE CONTACT MATT BELKA FOR FURTHER INFORMATION. ARTICLES OR ADVERTISING CONTAINED HEREIN DO NOT NECESSARILY REPRESENT THE VIEWS OR POLICIES OF NASB.



# NASB BOARD QUICKS

A MONTHLY E-UPDATE OF KEY DATES FROM THE NEBRASKA ASSOCIATION OF SCHOOL BOARDS



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To register for an NASB event, click on the 'My Membership' link, then navigate to the 'Events' dropdown and select 'Register'. If you do not have an email and password to log in or have forgotten it, please contact NASB at 402-423-4951 for assistance. All Dates & Locations Tentative & Subject to Change

JOIN US!

Events & Networking - <https://members.nasbonline.org/events>

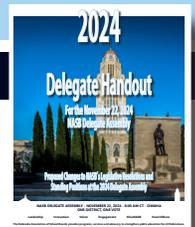


Last Day To Register For The State Education Conference Is FRIDAY, November 8!

State Education Conference - November 20-22 - Omaha

NASB Delegate Assembly - November 22 - 8:00 AM - Omaha

Download your 'Delegate Handout' for the Delegate Assembly now at <https://members.nasbonline.org/government-relations>



2024 NEW BOARD MEMBER WORKSHOPS

New Board Member Workshops

CALL TO ORDER:

WELCOME TO THE BOARD TABLE

NORFOLK - KEARNEY - GERING - NORTH PLATTE - YORK - LA VISTA

December 2 - Norfolk

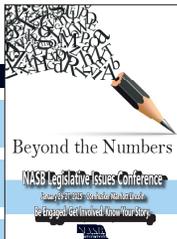
December 3 - Kearney

December 4 - Gering

December 5 - North Platte

December 10 - York

December 11 - La Vista



2025

Legislative Issues Conference - January 26-27 - Lincoln

School Board Member Week - January 26 to February 1

President's Retreat - February 16-17 - Kearney

Continued on Page 2



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## PAGE 2

### Educators Health Alliance Sets 2025-26 School Year Rates

Overall premium increase of 5.49% continues single-digit streak

There will be an overall increase of 5.49% in premiums next year for the medical and dental insurance plans used by nearly every Nebraska school district, following action by the Educators Health Alliance (EHA) Board of Directors. The EHA is a consortium of three statewide public school groups that manages the plan. All medical insurance rates and dental insurance rates for active employees and retirees will increase 5.49% from the 2024-25 rate level.

"While our medical claims have increased in the most recent months, we are comfortable approving a rate increase below some of the industry surveys we have seen," said Trish Guinan, EHA Board Chair and NSEA Executive Director. "Given the rate of inflation over the last few years, we are pleased we've been able to maintain our streak of more than 20 years without a double-digit increase in rates, and to average an increase of 4.77% for the last decade."

Read the full release now at [www.ehapan.org/sites/default/files/2025-26-insurance-rate-news-release.pdf](http://www.ehapan.org/sites/default/files/2025-26-insurance-rate-news-release.pdf)

## YOUR 2024 PLATINUM AFFILIATES

If your business would like to become an Affiliate Member of NASB, please visit: <https://members.nasbonline.org/about-us/affiliate-members>

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