

Board of Education Regular Meeting  
Monday, June 21, 2021 8:00 PM  
WPS Board/Meeting Room  
300 S. Bismark St.  
PO Box 159  
Wausa, NE 68786-0159

### **Wausa Public Schools Board of Education Vision Statement**

*We believe that all the youth of this community should be given an equal opportunity for a general education that will help them to become good citizens for democratic living.*

*We believe our school should provide an educational environment that will assist all student to fulfill their needs, interests, and abilities so that they may develop to their maximum capabilities.*

*We believe that it is as important to learn to live a full and complete life as it is to learn to be self-sufficient.*

*Therefore, the total development of each individual to his/her highest potential is the primary concern of the Wausa School System.*

### **Wausa Public Schools: Educating Today's Students for Tomorrow's Future!**

1. Call to Order
  - 1.1. Pledge of Allegiance
  - 1.2. Excuse Absent Board Members
2. Approval of Consent Agenda
  - 2.1. Agenda
  - 2.2. Minutes of previous meeting
3. Guests
4. Financial Reports
  - 4.1. Treasurer

- 4.2. Claims
- 4.3. Activity
5. Action Items
  - 5.1. Discuss, Consider, and Make a Motion and a second to waive the first and second reading and to approve Board Policies 1200, 3132, 4003, 4007, 5002, 5401 & 5401z, and 6600, as recommended by Perry Law firm.
6. Reports
  - 6.1. Superintendent
  - 6.2. Principal
  - 6.3. Activities Director
7. Discussion Items
  - 7.1. Pre-Retreat Financial Information
  - 7.2. Annual Retreat Times & Dates
8. Executive (Closed) Session (If needed)
9. Dates of Future Board Meetings
10. Adjourn

Wausa Board of Education  
Regular Meeting  
May 17, 2021

The meeting was called to order at 8:00 pm by Vice-President Brian Wakeley.

Members present: Derek Cunningham, Mark Dawson, Terry Nelson, Brian Wakeley, Pepper West.  
Members Absent: Mike Kumm.

The Pledge of Allegiance was recited.

Motion to excuse Mike Kumm from the board meeting passed with a motion by Terry Nelson and a second by Mark Dawson.

Yea: Derek Cunningham, Mark Dawson, Terry Nelson, Brian Wakeley, Pepper West.  
Absent: Mike Kumm.

Motion to approve the agenda as presented passed with a motion by Terry Nelson and a second by Derek Cunningham.

Yea: Derek Cunningham, Mark Dawson, Terry Nelson, Brian Wakeley, Pepper West.  
Absent: Mike Kumm.

Motion to approve the minutes of the previous meeting passed with a motion by Mark Dawson and a second by Pepper West.

Yea: Derek Cunningham, Mark Dawson, Terry Nelson, Brian Wakeley, Pepper West.  
Absent: Mike Kumm.

Treasurer's Report:

General Fund Receipts:

State of Nebraska	24,566.00
Preschool	597.85
Commercial State Bank	49,851.74
Knox County Treasurer	664,966.35
Pierce County Treasurer	40,995.98
Cedar County Treasurer	254,447.10
Total Receipts	\$1,035,425.02

General Fund Disbursements:

April payroll	238,089.63
ACT	602.00
Apple Inc.	2,553.00
Josh Barney	3,843.94
Big Red Mini Mart	249.14
Black Hills Energy	1,773.82
Bloomfield Auto Parts	12.34

Alexandra Bloomquist	165.49
Carlson Home & Auto	284.86
Cedar Knox PPD	2,654.29
CHS	1,331.14
Decker Equipment	136.83
Eakes Office Solutions	185.34
Elan Financial Services	358.27
Enterprise Financial	160.00
Floor Maintenance	259.40
Great Plains Communications	612.79
Hefner Hardware	22.57
Hillyard	918.86
Hometown Leasing	1,484.99
Key Sanitation	310.00
KSB School Law	250.00
Matheson Tri-Gas Inc.	168.79
Menards – Yankton	462.11
Menford Electric	639.94
Mutual of Omaha	792.03
NE Nebraska New Co.	91.28
Olson’s Pest Technicians	96.00
Quill Corporation	51.11
Really Good Stuff	46.54
Roger’s Auto	77.00
Amanda Rojas	21.47
Staples	138.51
SYNCB/AMAZON	773.85
TASC	210.00
Viking Lumber	300.00
Wausa Gazette	37.00
Total Disbursements	\$260,164.33

Bond Fund Disbursements:

BOKF, NA	\$47,822.50
Building Fund:	
Boyd Jones Construction	\$73,229.98
Qualified Capital Fund:	
BOKF, NA	\$6,966.25

Motion to approve the Treasurer’s report as presented by Mr. Hoelsing passed with a motion by Terry Nelson and a second by Mark Dawson.

Yea: Derek Cunningham, Mark Dawson, Terry Nelson, Brian Wakeley, Pepper West.

Absent: Mike Kumm.

Motion to approve the claims as presented by Mr. Hoelsing passed with a motion by Pepper West and a second by Mark Dawson.

Yea: Derek Cunningham, Mark Dawson, Terry Nelson, Brian Wakeley, Pepper West.

Absent: Mike Kumm.

Motion to approve the Activity fund report passed with a motion by Derek Cunningham and a second by Terry Nelson.

Yea: Derek Cunningham, Mark Dawson, Terry Nelson, Brian Wakeley, Pepper West.

Absent: Mike Kumm.

Motion to approve the bid for TCI education for Social Studies Curriculum passed with a motion by Pepper West and a second by Mark Dawson.

Yea: Derek Cunningham, Mark Dawson, Terry Nelson, Brian Wakeley, Pepper West.

Absent: Mike Kumm.

Mr. Hoelsing presented the Superintendent report, focusing on summer maintenance projects that need to get done before the 2021-22 school year starts.

Mr. Anderson gave his Principal report, focusing on COVID Planning, End of the Year activities, and testing results.

Mr. Conn gave his AD report, focusing on Track and Field, as well as Golf.

Mr. Hoelsing continued on summer maintenance schedules, saying that he wants the Football Field press box done before the end of June. He also stated that we will get approximately \$175,000 in ESSER III money, with which he would like to upgrade the Gym HVAC system. It is the original furnace and is in bad need of replacement. Mr. Hoelsing gave an updated report on the NDE PE/Health standards.

The next regular school board meeting will be held on June 21, 2021 at 8:00 pm.

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Brad Hoelsing  
Recording Secretary

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Terry Nelson  
Secretary

TREASURER'S REPORT

June 21, 2021

BALANCE ON HAND AT LAST MEETING \$1,574,071.71

GENERAL FUND RECEIPTS:

State of Nebraska:		
SPED, school age	17,855.00	
State Aid	2,503.00	
NebMac	713.13	
MIPS	164.66	
Dual Enrollment	90.00	
Preschool:		
Tuition, 2019-20, \$230.00		
Tuition, 2016-17, \$100.00	2,765.65	
Tuition, 2020-21, \$2,435.65		
Snacks	624.35	
Commercial State Bank	107.22	
Knox County Treasurer	109,267.84	
Cedar County Treasurer	58,098.40	
Pierce County Treasurer	13,610.11	
Northeast Community College, Dual Credit	273.75	
TASC, Plan finalization refund	1,872.09	
Total Receipts		\$207,945.20

TOTAL FUNDS AVAILABLE \$1,782,016.91

GENERAL FUND DISBURSEMENTS:

Bills approved last month	22,074.70	
May payroll	240,101.71	
June payroll	221,167.28	
Total Disbursements		\$483,343.69

BALANCE ON HAND \$1,298,673.22

BALANCE ON HAND IN:

General Fund, CD's	\$800,000.00
Building Fund, checking	\$401,092.86
Depreciation Fund, checking	\$221,747.42
Qualified Capital Fund, checking	\$88,552.12
Employee Benefit Fund, checking	\$30,429.35
Cooperative Fund, checking	\$167,285.90
Lunch Fund, checking	\$65,019.05
Bond Fund, checking	\$112,650.75

<u>Vendor Name</u>		<u>Description</u>	<u>Amount</u>	<u>Check Total</u>
Checking	1			
Checking	1	Fund: 01 General Fund		
ANDERSON, STACI		PRESCHOOL	150.00	
ANDERSON, STACI		PRESCHOOL	33.46	
		<b>Vendor Total:</b>		<b>183.46</b>
APPLE INC		ESSER	17,980.00	
APPLE INC		ESSER	15,283.00	
APPLE INC		ESSER	1,029.00	
APPLE INC		ESSER	47,940.00	
		<b>Vendor Total:</b>		<b>82,232.00</b>
AVERY, SHELLY		INSTRUCTIONAL	296.02	
		<b>Vendor Total:</b>		<b>296.02</b>
BARNEY, JOSH		INSTRUCTIONAL, POVERTY, SPED	4,567.49	
		<b>Vendor Total:</b>		<b>4,567.49</b>
BIG RED MINI MART		TRANSPORTATION	669.55	
		<b>Vendor Total:</b>		<b>669.55</b>
BLACK HILLS ENERGY		CUSTODIAL	560.78	
		<b>Vendor Total:</b>		<b>560.78</b>
BLOOMQUIST PLUMBING & ELECTRIC		MAINTENANCE	25.00	
BLOOMQUIST PLUMBING & ELECTRIC		MAINTENANCE	205.00	
		<b>Vendor Total:</b>		<b>230.00</b>
BLOOMQUIST, LYNN		INSTRUCTIONAL	129.40	
		<b>Vendor Total:</b>		<b>129.40</b>
CASCADE SCHOOL SUPPLIES		BUSINESS	39.89	
		<b>Vendor Total:</b>		<b>39.89</b>
CEDAR KNOX PPD		CUSTODIAL, BUS BARN	2,002.04	
		<b>Vendor Total:</b>		<b>2,002.04</b>
CHS		TRANSPORTATION	898.23	
		<b>Vendor Total:</b>		<b>898.23</b>
CLAUSEN, CORIE		INSTRUCTIONAL, POVERTY	150.00	
CLAUSEN, CORIE		INSTRUCTIONAL	66.17	
CLAUSEN, CORIE		INSTRUCTIONAL	13.79	
		<b>Vendor Total:</b>		<b>229.96</b>
COLONIAL RESEARCH CHEMICAL CORP.		CUSTODIAL	366.40	
		<b>Vendor Total:</b>		<b>366.40</b>
CUSTOM HEATING & AIR CONDITIONING		CUSTODIAL	3,403.45	
		<b>Vendor Total:</b>		<b>3,403.45</b>
EAKES OFFICE SOLUTIONS		CUSTODIAL	12.96	
		<b>Vendor Total:</b>		<b>12.96</b>
ELAN FINANCIAL SERVICES		TRANSPORTATION, INSTRUCTIONAL	135.67	
		<b>Vendor Total:</b>		<b>135.67</b>
ENTERPRISE FINANCIAL		BUSINESS	160.00	
		<b>Vendor Total:</b>		<b>160.00</b>
ESU#1		SPED	25,303.34	
		<b>Vendor Total:</b>		<b>25,303.34</b>
GREAT PLAINS COMMUNICATIONS IN		SPED, BUSINESS	491.42	
		<b>Vendor Total:</b>		<b>491.42</b>
HEFNER HARDWARE		CUSTODIAL	305.55	
HEFNER HARDWARE		CUSTODIAL	52.93	
		<b>Vendor Total:</b>		<b>358.48</b>
HIGGINS, RICHARD		INSTRUCTIONAL	1,076.99	
		<b>Vendor Total:</b>		<b>1,076.99</b>
HILLYARD/DES MOINES		CUSTODIAL	593.62	
HILLYARD/DES MOINES		CUSTODIAL	42.39	
HILLYARD/DES MOINES		CUSTODIAL	117.12	
		<b>Vendor Total:</b>		<b>753.13</b>

<u>Vendor Name</u>	<u>Description</u>	<u>Amount</u>	<u>Check Total</u>
HIRERIGHT LLC	TRANSPORTATION	31.40	
		<b>Vendor Total:</b>	<b>31.40</b>
HOESING, SHEILA	INSTRUCTIONAL, POVERTY	150.00	
		<b>Vendor Total:</b>	<b>150.00</b>
HOMETOWN LEASING	MAINTENANCE	205.00	
HOMETOWN LEASING	MAINTENANCE	205.00	
HOMETOWN LEASING	BUSINESS	1,279.99	
		<b>Vendor Total:</b>	<b>1,689.99</b>
JAMF SOFTWARE LLC	TECHNOLOGY	1,292.50	
		<b>Vendor Total:</b>	<b>1,292.50</b>
KEY SANITATION & ROLL-OFFS	MAINTENANCE	310.00	
		<b>Vendor Total:</b>	<b>310.00</b>
KSB SCHOOL LAW	LEGAL SERVICES	64.00	
		<b>Vendor Total:</b>	<b>64.00</b>
MAIN STREET GROCERY	INSTRUCTIONAL	30.86	
		<b>Vendor Total:</b>	<b>30.86</b>
MATHESON TRI-GAS INC	INSTRUCTIONAL. POVERTY	173.90	
		<b>Vendor Total:</b>	<b>173.90</b>
MCGRAW-HILL SCHOOL EDUCATION HOLDINGS LLC	INSTRUCTIONAL	1,351.80	
		<b>Vendor Total:</b>	<b>1,351.80</b>
MENARD'S	CUSTODIAL	114.76	
		<b>Vendor Total:</b>	<b>114.76</b>
MENARDS - YANKTON	CUSTODIAL	91.29	
MENARDS - YANKTON	MAINTENANCE	168.02	
		<b>Vendor Total:</b>	<b>259.31</b>
MUTUAL OF OMAHA	INSURANCE	792.03	
		<b>Vendor Total:</b>	<b>792.03</b>
MYSTERY SCIENCE	INSTRUCTIONAL	299.00	
MYSTERY SCIENCE	INSTRUCTIONAL	1,545.00	
		<b>Vendor Total:</b>	<b>1,844.00</b>
NATIONAL ART & SCHOOL SUPPLIES INC	INSTRUCTIONAL, POVERTY	123.04	
		<b>Vendor Total:</b>	<b>123.04</b>
NEBRASKA STATE FIRE MARSHAL AGENCY	MAINTENANCE	144.00	
		<b>Vendor Total:</b>	<b>144.00</b>
NORTHEAST NEBRASKA NEWS COMPANY	BOARD	62.90	
		<b>Vendor Total:</b>	<b>62.90</b>
OK CONCRETE INC	MAINTENANCE	3,690.00	
		<b>Vendor Total:</b>	<b>3,690.00</b>
OLSON'S PEST TECHNICIANS	MAINTENANCE	96.00	
		<b>Vendor Total:</b>	<b>96.00</b>
ONAN CAPITAL INC	NURSE	220.00	
ONAN CAPITAL INC	NURSE	220.00	
		<b>Vendor Total:</b>	<b>440.00</b>
OSTDIEK PRINTING/BLUE HILL RIBBON COMPANY	INSTRUCTIONAL, POVERTY	97.50	
		<b>Vendor Total:</b>	<b>97.50</b>
PLANK ROAD PUBLISHING INC	INSTRUCTIONAL	147.45	
		<b>Vendor Total:</b>	<b>147.45</b>
PLUMBTREE, SHERI	DR. ED.	2,300.00	
		<b>Vendor Total:</b>	<b>2,300.00</b>
POPPLERS MUSIC INC.	INSTRUCTIONAL	48.07	
		<b>Vendor Total:</b>	<b>48.07</b>
PYRAMID SCHOOL PRODUCTS	SPED	40.70	
		<b>Vendor Total:</b>	<b>40.70</b>
RENAISSANCE LEARNING, INC.	FLEX	3,065.25	
		<b>Vendor Total:</b>	<b>3,065.25</b>

<u>Vendor Name</u>	<u>Description</u>	<u>Amount</u>	<u>Check Total</u>
SCHOOL HEALTH CORP	NURSE	11.32	
		<b>Vendor Total:</b>	<b>11.32</b>
SCHOOL LUNCH PROGRAM	INSTRUCTIONAL	30.00	
SCHOOL LUNCH PROGRAM	INSTRUCTIONAL	60.00	
		<b>Vendor Total:</b>	<b>90.00</b>
SCHOOL SPECIALTY LLC	INSTRUCTIONAL, POVERTY	85.54	
SCHOOL SPECIALTY LLC	INSTRUCTIONAL, POVERTY	108.01	
		<b>Vendor Total:</b>	<b>193.55</b>
SHERWIN-WILLIAMS CO	MAINTENANCE	127.86	
SHERWIN-WILLIAMS CO	MAINTENANCE	67.96	
		<b>Vendor Total:</b>	<b>195.82</b>
STUKENT INC	INSTRUCTIONAL	799.00	
		<b>Vendor Total:</b>	<b>799.00</b>
TASC - CLIENT INVOICES	INSTRUCTIONAL, PRE-SCHOOL	217.00	
		<b>Vendor Total:</b>	<b>217.00</b>
VIKING LUMBER INC	TRANSPORTATION	51.96	
		<b>Vendor Total:</b>	<b>51.96</b>
VILLAGE OF WAUSA	CUSTODIAL, MAINTENANCE, TRANSPORTATION	1,219.25	
		<b>Vendor Total:</b>	<b>1,219.25</b>
WAUSA MEDICAL CLINIC	TRANSPORTATION	60.00	
		<b>Vendor Total:</b>	<b>60.00</b>
		<b>Fund Total:</b>	<b>145,298.02</b>
		<b>Checking Account Total:</b>	<b>145,298.02</b>

<u>Checking</u>	<u>3</u>	<u>Fund: 08</u>	<u>Building Fund</u>	<u>Amount</u>	<u>Check Total</u>
BULLSEYE FIRE SPRINKLER INC			BUILDING FUND	48,953.00	
BULLSEYE FIRE SPRINKLER INC			BUILDING FUND	17,000.00	
				<b>Vendor Total:</b>	<b>65,953.00</b>
				<b>Fund Total:</b>	<b>65,953.00</b>
				<b>Checking Account Total:</b>	<b>65,953.00</b>

ACTIVITIES FUND BALANCE  
June 21, 2021

FUND	BALANCE 5/17/2021	RECEIPTS	DISBURSEMENTS	BALANCE 6/21/2021
Student Reimbursement	263.67	133.84	0.00	397.51
Courtesy Fund	2,367.64	14.73	0.00	2,382.37
Athletics	18,833.03	1,587.92	6,126.55	14,294.40
Class of 2021	2,258.21	23.50	740.17	1,541.54
Music	2,461.41	42.75	15.00	2,489.16
Speech	1,545.70	1,268.28	0.00	2,813.98
Viking Yearbook	13,088.33	315.00	0.00	13,403.33
W-Club	3,596.00	50.00	0.00	3,646.00
Class of 2022	2,186.64	480.00	0.00	2,666.64
Class of 2023	2,678.05	549.24	0.00	3,227.29
Cheerleaders	200.00	0.00	0.00	200.00
Class of 2026	100.00	60.00	0.00	160.00
Class of 2025	440.00	560.00	0.00	1,000.00
HS Student Council	878.59	0.00	0.00	878.59
Class of 2020	550.69	0.00	550.69	0.00
Honor Society	555.80	0.00	0.00	555.80
Target Fund	639.30	535.75	517.50	657.55
Elem AR/Viking Store	8,150.95	20.20	0.00	8,171.15
FBLA	19,251.76	0.00	834.82	18,416.94
Elementary Garden	3,881.82	0.00	3,425.00	456.82
Weight Room	3,810.75	270.00	0.00	4,080.75
One-Act	9,067.90	515.59	0.00	9,583.49
Viking Achievement Award	18.70	0.00	0.00	18.70
Athletic Uniform Fund	1,400.00	0.00	0.00	1,400.00
Music Trip	7,555.76	0.00	0.00	7,555.76
Misc. Fund	32,287.07	0.00	0.00	32,287.07
SkillsUSA	3,890.65	0.00	1,085.00	2,805.65
Laptop Initiative	23,538.48	1,444.00	159.99	24,822.49
Class of 2024	1,690.00	255.00	0.00	1,945.00
<b>TOTALS</b>	<b>\$167,186.90</b>	<b>\$8,125.80</b>	<b>\$13,454.72</b>	<b>\$161,857.98</b>

James B. Gessford  
Daniel F. Kaplan  
Gregory H. Perry  
Joseph F. Bachmann\*  
R. J. Shortridge\*  
Joshua J. Schauer\*  
Derek A. Aldridge\*\*  
Justin J. Knight\*\*\*  
Charles Kaplan  
Haleigh B. Carlson  
Daniel K. Kaplan



**PERRY, GUTHERY, HAASE & GESSFORD, P.C., L.L.O.**

Of Counsel  
Thomas M. Haase  
Rex R. Schultze

\*Also admitted in Iowa  
\*\* Also admitted in Kansas  
\*\*\*Also admitted in Colorado

Ernest B. Perry (1876-1962)  
Arthur E. Perry (1910-1982)  
R.R. Perry (1917-1999)  
Edwin C. Perry (1931-2012)

## MEMORANDUM

To: Bill Heimann, ESU 1 Administrator  
From: Perry Law Firm  
Date: May 28, 2021  
RE: School District Annual Policy Service Update

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The Nebraska Legislature adjourned on May 27th. This session involved several legislative bills that will require policy changes, as discussed in this memo. In addition, new federal and state auditing guidelines and procedures will require updates to school policies in certain areas. Finally, we have included several other policies that school districts may consider adopting, based upon scenarios that have occurred over the past year or so.

### A. REQUIRED POLICY UPDATES

**1. Policy 1200 – Anti-Harassment** – Due to the enactment of LB 451, and to be consistent across policies, we have added the new non-discriminatory references to the general anti-harassment policy.

**2. Policy 3132 – Internal Controls** – NDE’s “Fiscal Desk Reviews” have started asking for each District’s “written Internal Controls and Policies and Procedures,” pursuant to 2 C.F.R. § 200.303, et seq. Policy 3132 includes those required policies and procedures.

**3. Policy 4003 and Attachments – Employee Antidiscrimination** – LB 451 adds protections under the Nebraska Fair Employment Practice Act with regard to race and hairstyles. Policy 4003 and its attachments are updated to reflect this change in the law.

**4. Attachments to Policy 4007 – (FMLA)** – The United States Department of Labor updated its Family and Medical Leave Act forms. To that end, the updated FMLA forms can replace the old versions of Forms 2-7. The FMLA Application itself (Form 1) remains the same.

**5. Attachment to Policy 5002 – “Affidavit”** – LB 528 removed the requirement that disenrollment forms be notarized. In addition, NDE may issue an updated “Nebraska Withdrawal From Mandatory Attendance Form” in light of LB 528. If that occurs, we will replace the existing NDE form with the updated NDE form.

**6. Policy 5401 and 5401z – Equal Opportunity** – Similar to Policy 1200, we have updated the new non-discrimination language to be consistent across all policies.

7. **Policy 6600 – Special Education Policies** – Recently, NDE’s special education audits have asked for more specifics and detail in policy. As such, we have updated Policy 6600 to conform with these new standards.

## **B. POLICY UPDATES TO CONSIDER**

1. **Policy 1110 – Bulletin Boards** – As some schools move towards distributing messages electronically, each Board should revisit Policy 1110. Some districts may no longer need this Policy. Each district should review their policy to make sure it reflects current and intended practice, including what may be posted and whether outside groups may post on school bulletin boards.

2. **Policy 4025 – Professional Boundaries (NDE Model Policy)** – Neb. Rev. Stat. § 79-879 requires that every school district have a professional boundaries policy to address, among other things, grooming of students. NDE has developed a model policy that a school district may adopt, though NDE’s policy itself is not required. Many school districts already have a professional boundaries policy. Our preference is to continue using our current professional boundaries policy, but each board can decide if they want to adopt NDE’s model policy or keep their existing professional boundaries policy. If a district wants to keep its current professional boundaries policy, that district should confirm that the policy includes all requirements contained in Neb. Rev. Stat. § 79-879.

3. **Policy 6111 – Classroom Environment** – This year, several districts struggled with staff members who displayed controversial flags or had political posters in their classroom. To avoid this situation in the future, Boards may want to consider adding a provision in Policy 6111 to limit non-curricular posters, flags and other displays.

4. **Policy 6212 – Assessments – Academic Content Standards** – In light of the proposed health standards, Boards may want to review their policy on academic content standards. In the past, our policy has allowed Boards to automatically adopt the State Board’s recommended content standards. However, with the controversy over the proposed health standards, Boards may want to change their policy to require an affirmative vote to adopt a standard recommended by the State Board.

5. **Policy 8130 – Annual Organizational Meeting** – During this past year, a handful of school boards struggled to select their officers, including multiple votes and stalemates to elect a Board President. We have provided two options to address this apparent, ongoing problem. Option #1 is our current recommended policy, which allows Boards to decide how many votes will be taken before a stalemate is called. In some cases, this resulted in (at least the appearance of) board members “stalling” to “run out the clock.” With that in mind, we are providing Option #2, which resolves a stalemate with a coin flip. These policies are optional and will likely be district-specific on how the Board wants to handle the election of Board officers.

**6. Policies 8151 & 8152 – Standing Committees** – In some districts, the Board President appoints committees. In other districts, the Superintendent facilitates committee assignments. To align with each district’s practices, we have provided Policy 8151 for those districts that wish to have their Board President handle committee assignments. (Districts that prefer to delegate committee assignments to the Superintendent should review their policies to ensure that their current policies align with such practice.)

### C. OTHER CONSIDERATIONS

**1. COVID Policy and Planning for 2021-2022.** Some districts have asked about developing a COVID-related policy or Board-approved procedures for the 2021-2022 school year, including requirements (or not) for masks, quarantining, employee leaves and absences, student attendance and remote learning, and other issues related to returning to school. Given how quickly things can change with COVID, we have not yet distributed any type of draft policy and are leery of recommending a formal board policy that may need to be continually updated and revised. Instead of a new, formal policy addressing COVID and the 2021-2022 school year, we see several other options, depending on the circumstances of each district:

- a. Extend the Superintendent Authority resolution that many schools passed last March to allow the Superintendent to make decisions on a timely basis (without needing formal board approval);
- b. Follow your typical health screening process and prevent symptomatic students from attending school. (A number of current board policies should already give the school the ability to address students who are sick, including Policies 1501 (Emergency Exclusion of Persons from School), 4012 (Infectious Diseases) and 6900 (Chronic Infectious Disease Practice and Procedure); and/or
- c. Approve a general framework at a Board meeting that will indicate the Board’s intent, without giving too many specifics to “pin down” the district if the COVID situation in the community changes unexpectedly.

There are obviously pros and cons with each approach and/or a combination of these approaches. Given that we are still three months away from the beginning of the 2021-2022 school year, we may need to revisit this topic (from a policy perspective) as we get closer to August.

**2. Employee Vaccinations** – Employee vaccinations are a “hot topic” in the employment law world. We have not heard from any Nebraska public school district who plans to require or incentivize employees to receive the COVID-19 vaccination. However, if your district would like to discuss a policy or requirement like this, please let us know and we can talk through the logistics of what that requirement would look like. Rather than issue a blanket policy for all districts, each district’s particular circumstances will (in all likelihood) need to be incorporated into a district-specific board policy or handbook provision.

**3. Purple Star Schools Program.** This year, LB 5 was signed into law. LB 5 allows for school districts to designate a staff member as a “military liaison” to identify and support military-connected students. LB 5 does not impose any requirements on schools. Rather, LB 5 is optional for each district, and each Board can determine if they would like to participate in the program or not.

**4. Open Meetings Act Update.** LB 83 updated and modernized statutory language in the Open Meetings Act. However, LB 83 did not allow public school boards to meet virtually, except in certain emergency situations. As such, public school boards need to continue meeting in-person. Each school district will need to update their Open Meetings Act poster to conform with the new Open Meetings Act language.

**5. Title IX.** On May 17th, the United States Department of Education announced that it will hold public hearings in June to “gather information for improving enforcement of Title IX of the Education Amendments of 1972.” If the federal government begins revising the recently enacted Title IX regulations, districts may need to update their Title IX policies in the middle of the school year. Until then, we will wait to see what happens.

**6. Safety Hotline.** LB 322 creates the “School Safety and Security Reporting System,” where individuals can report concerns about students to a statewide reporting system. LB 322 requires the Nebraska Department of Education to undertake certain efforts, but there is nothing in LB 322 that requires a change to board policies.

**7. Substitute Teaching.** LB 147 focused largely on transitioning the administration of the Omaha School Employees’ Retirement System to the Nebraska Public Employees Retirement Systems. LB 147 also included provisions that would generally allow a retired or terminated employee to substitute teach up to eight days per month. With that being said, LB 147 includes the following language: “Nothing in this subdivision precludes an employer from adopting a policy which limits or denies employees who have terminated employment from providing voluntary or substitute service within one hundred eighty days after termination.” We presume that most schools do not want a policy that limits the ability of terminated employees from volunteering or substitute teaching. However, if your district would like a policy to reflect this prohibition, please let us know.

**8. Student Discipline Data.** LB 154 requires the Nebraska Department of Education to implement a statewide system for tracking individual student discipline. LB 154 does not require any policy change or update, but LB 154 requires that each school “designate at least one discipline data coordinator for the purposes of gathering and reporting the discipline data required pursuant to [LB 154].” A school district can presumably designate the data coordinator without needing formal board action.

**9. Transition Services.** LB 527 changed the law regarding transition services. Under the old law, each school district was required to begin providing transition services to students with disabilities no later than the age of 16. LB 527 modified that law to provide that schools are now required to begin providing transition services to students to age 14. LB 527 does not require a policy change, but each district should ensure that their transition services will comply with LB 527.

**10. Budget Notice.** LB 528 amended 13-506, the statute governing the public hearings on proposed budgets, to require that each school district include the following statement in the notice:

For more information on statewide receipts and expenditures, and to compare cost per pupil and performance to other school districts, go to: [Insert Internet address for the web site established pursuant to section 5 of this act]. In addition, each school district shall electronically publish such statement on the school district web site. Such electronic publication shall be prominently displayed with an active link to the Internet address for the web site established pursuant to section 5 of this act to allow the public access to the information.

LB 528 requires NDE to create a website to include data and information about school district finances. We will send out the Internet address once we learn the website address.

**11. Student Identification Cards.** LB 528 requires that, beginning with the 2022-2023 school year, all school districts require the telephone number for a national suicide prevention hotline, a local suicide prevention hotline, or a crisis text line is printed on each new student identification card issued to a student enrolled in a middle school grade or a high school grade. LB 528 does not require schools to begin issuing student identification cards if the school does not currently issue student identification cards. If a district issues student identification cards, then that school should ensure that identification cards next year (2022-2023) comply with the new law.

**12. Financial Literacy.** LB 452 requires that, beginning with the 2022-2023 school year, each school district “in consultation with the State Department of Education, shall include financial literacy instruction, as appropriate, in the instructional program of its elementary and middle schools and require each student to complete at least one five-credit high school course in personal finance or financial literacy prior to graduation.” In addition, on or before December 31, 2024, each school district must “provide an annual financial literacy status report to its school board, including, but not limited to, student progress in financial literacy courses and other district determined measures of financial literacy progress from the previous school year.” Since these requirements are not effective until next school year (2022-2023), we will wait to update the associated policies until next summer (2022).

**13. Seizure Safe Schools Act.** LB 639 generally requires certain training and planning for students with seizures. Most schools already comply with LB 639. However, since LB 639 is not effective until the 2022-2023 school year, we will wait to update the associated policies until next summer (2022).

**14. Property Tax Request Act.** LB 644 generally imposes new requirements on political subdivisions seeking to increase its property tax request by the allowable growth percentage. Although LB 644 does not require any policy update, school districts will need to become familiar with these new requirements over this summer. We will provide more information on LB 644 in the coming weeks.

**15. United States Supreme Court Case.** Over the next month or two, the United States Supreme Court is expected to release its opinion in *Mahanoy Area School District v. B.L.* The Supreme Court's opinion will likely address how off-campus, social media speech interacts with the First Amendment. Depending on how the Court rules, we may need to update student handbooks and extracurricular handbooks to reflect the high court's ruling.

As always, please let us know if you have any questions or concerns.

### **Notice of Nondiscrimination**

The Wausa Public School District does not discriminate on the basis of sex, disability, race (including skin color, hair texture and protective hairstyles), color, religion, veteran status, national or ethnic origin, age, marital status, pregnancy, childbirth or related medical condition, sexual orientation or gender identity, or other protected status in its programs and activities and provides equal access to the Boy Scouts and other designated youth groups. The following persons have been designated to handle inquiries regarding the non-discrimination policies:

Students: Shane Anderson, Principal, 300 S. Bismark St., Wausa, NE 68786 (402) 586-2255 (shaneanderson@wausaschools.org)

Employees and Others: Brad Hoelsing, Superintendentl, 300 S. Bismark St., Wausa, NE 68786 (402) 586-2255 (bradhoelsing@wausaschools.org)

Complaints or concerns involving discrimination or needs for accommodation or access should be addressed to the appropriate Coordinator. For further information about anti-discrimination laws and regulations, or to file a complaint of discrimination with the OCR at One Petticoat Lane, 1010 Walnut Street, 3rd Floor, Suite 320, Kansas City, Missouri 64106, (816) 268-0550 (voice), Fax (816) 268-0599, (800) 877-8339 (telecommunications device for the deaf), or ocr.kansascity@ed.gov.

Business OperationsInternal Controls

The District will develop and maintain internal control procedures as required by law and in accordance with sound fiscal monitoring practices that will ensure appropriate oversight of state and federal funds. The following internal control procedures will be utilized for all federal grants:

Management requirements: The District will manage equipment (including replacement equipment), whether acquired in whole or in part under a federal award, until the District disposes of such equipment. The District will, as a minimum, meet the following requirements:

- 1) Maintain property records of the equipment (including equipment description, serial number or other identification number, source of funding, acquisition date, and the like);
- 2) Maintain a physical inventory procedure, with an inventory occurring at a minimum of every two years;
- 3) Implement a Control System procedure;
- 4) Continue to develop and implement adequate maintenance procedures for the equipment;
- 5) Continue to develop and implement sales procedures for the equipment; and
- 6) Continue to develop and implement disposition procedure for the equipment.

Legal Reference: 2 C.F.R. §§ 200.313 & 200.33.

Procurement: The District will use its own documented procurement procedures which reflect applicable State, local, and tribal laws and regulations, provided that the procurements conform to applicable Federal law and the requirement standards imposed by law, including:

- 1) A procedure for micro-purchases (Under \$10,000);
- 2) A procedure for small purchases (between \$10,000 to \$250,000);
- 3) A procedure for sealed bids;
- 4) A procedure for competitive proposals; and
- 5) A procedure for noncompetitive bids.

Legal Reference: 2 C.F.R. §§ 200.317 through 200.326.

Cross-Reference: Policies 3130 & 3131.

Record Retention: Financial records, supporting documents, statistical records, and all other related records pertinent to a federal award will be retained for a period of three years from the date of submission of the final expenditure report or, for Federal awards that are renewed quarterly or annually, from the date of the submission of the quarterly or annual financial report, respectively, as reported to the federal awarding agency or pass-through entity in the case of a sub-recipient.

For all other records, the District will retain such records for the length of time as required by law.

Legal Reference: 2 C.F.R. § 200.333.

Suspension and Debarment: The District will not contract with any entity or individual who has been debarred, suspended, or otherwise excluded from or ineligible for participation in federal assistance programs or activities. Before entering into a contract regarding a federal award, the District will verify that a vendor has not been debarred, suspended or otherwise excluded, and the District will maintain a copy of said verification.

Legal Reference: 2 C.F.R. § 200.213.

Financial Management: The District will maintain financial management systems to account for the federal funds, including records documenting compliance with federal statutes, regulations, and the terms and conditions of the federal award. These records will be sufficient to permit the District to prepare reports required by general and program-specific terms and conditions; and the tracing of funds to a level of expenditures adequate to establish that such funds have been used according to the Federal statutes, regulations, and the terms and conditions of the Federal award. The financial management system will provide for the following:

- 1) Identifying all of the federal awards received and expended and the federal programs under which they were received;
- 2) Ensuring that accurate, current, and complete disclosure of the financial results of each federal award or program are maintained in accordance with reporting requirements;
- 3) Identifying adequately the source and application of funds for federally-funded activities;
- 4) Ensuring effective controls over and accountability for all funds, property, and other assets;
- 5) Comparing actual expenditures with budget amounts for each federal award;
- 6) Ensuring payments of federal funds are made in accordance with applicable law, including 2 CFR § 200.305; and
- 7) Determining the allowability of costs in accordance with applicable law and the conditions of the federal award.

Legal Reference: 2 C.F.R. § 200.302.

Program Income: The District will consult with the federal awarding agency and refer to the applicable law and federal program terms and conditions to determine how to account for, deduct and otherwise handle income from federal programs.

Legal Reference: 2 C.F.R. § 200.307.

Cost Sharing or Matching: For all federal awards, any shared costs or matching funds and all contributions, including cash and third party in-kind contributions, must be accepted as part of the District's cost sharing or matching, when such contributions meet all of the following criteria:

- 1) Are verifiable from the District's records;
- 2) Are not included as contributions for any other Federal award;
- 3) Are necessary and reasonable for accomplishment of project or program objectives;
- 4) Are allowable under the applicable Cost Principles requirements;
- 5) Are not paid by the Federal Government under another Federal award, except where the federal statute authorizing a program specifically provides that Federal funds made

- available for such program can be applied to matching or cost sharing requirements of other Federal programs;
- 6) Are provided for in the approved budget when required by the federal awarding agency; and
  - 7) Conform to other provisions of the law or terms and conditions of the federal award, as applicable.

Legal Reference: 2 C.F.R. § 200.306.

Compensation: Compensation for personal services includes all remuneration for services of employees rendered during the period of performance under the federal award, including, but not limited to wages, salaries, and fringe benefits. Costs of compensation may be allowable under federal law and the federal grant to the extent that they satisfy the following requirements:

- 1) Is reasonable for the services rendered; and
- 2) Conforms to the established written expectations of the District, as applied consistently to both Federal and non-Federal activities.

If the District intends to charge compensation to federal awards, such charges will be based on records that accurately reflect the work performed, and will:

- 1) Be supported by a system of internal control which provides reasonable assurance that the charges are accurate, allowable, and properly allocated;
- 2) Be incorporated into the official records of the District;
- 3) Reasonably reflect the total activity for which the employee is compensated by the District, not exceeding 100% of compensated activities;
- 4) Encompass both federally-assisted and all other activities compensated by the District on an integrated basis, but may include the use of subsidiary records as defined in the District's written procedures;
- 5) Comply with the established accounting policies and practices of the District; and
- 6) Differentiate and account for the distribution of the employee's salary or wages among specific activities or cost objectives if the employee works on more than one Federal award; a Federal award and non-Federal award; an indirect cost activity and a direct cost activity; two or more indirect activities which are allocated using different allocation bases; or an unallowable activity and a direct or indirect cost activity.

Budget estimates will generally not be used to support charges to Federal awards but may be used for interim accounting purposes.

Legal Reference: 2 C.F.R. §§ 200.430 & 200.431.

Unexpected or Extraordinary Circumstances: For all federal awards, if the District does not currently have in place a sufficient policy that addresses extraordinary circumstances, such as those caused by COVID-19, the District may amend or create a policy at a later date in order to put emergency contingencies in place for federal and non-federal similarly situated employees. If the conditions exist for charges to be made to the federal grant, then charges may also be made to any non-federal sources that are used by the District in order to meet a matching requirement. The

District will take other steps to comply with federal award requirements in the event of unexpected or extraordinary circumstances.

Legal Reference: 2 C.F.R. §§ 200, et seq.

Date of Adoption: June 21<sup>st</sup>, 2021

Community RelationsPersonnel - All Employees and StudentsAnti-discriminationA. **Elimination of Discrimination.**

The policy of Wausa Public Schools is to not discriminate on the basis of sex, disability, race (including skin color, hair texture and protective hairstyles), color, religion, veteran status, national or ethnic origin, age, marital status, pregnancy, childbirth or related medical condition, sexual orientation or gender identity, or other protected status, in admission or access to, or treatment with regard to employment or with regard to its programs and activities.

Wausa Public Schools and its staff shall comply with all state and federal laws prohibiting discrimination. The Board of Wausa Public Schools intends to take any necessary measures to assure compliance with such laws against any prohibited form of discrimination and directs its staff to take all actions necessary to meet this objective.

The Superintendent shall be the Coordinator for anti-discrimination laws (including Title VI, Title IX; the Americans with Disabilities Act of 1990 (ADA), and Section 504 of the Rehabilitation Act of 1973 (Section 504)) and complaints or concerns involving discrimination or compliance with those laws should be addressed to said Coordinator.

B. **Preventing Harassment and Discrimination of Employees and Students.**

1. **Purpose:** Wausa Public Schools is committed to offering employment and educational opportunity to its employees and students based on ability and performance in a climate free of discrimination. Accordingly, unlawful discrimination or harassment of any kind by administrators, teachers, co-workers or other persons is prohibited. In addition, Wausa Public Schools will try to protect employees or students from reported discrimination or harassment by non-employees or others in the work place and educational environment.

For purposes of this policy, discrimination or harassment based on a person's sex, disability, race (including skin color, hair texture and protective hairstyles), color, religion, veteran status, national or ethnic origin, age, marital status, pregnancy, childbirth or related medical condition, sexual orientation or gender identity, or other protected status, is prohibited. The following are general definitions of what might constitute prohibited harassment.

- a. In general, ethnic or racial slurs or other verbal or physical conduct relating to a person's sex, disability, race (including skin color, hair texture and protective hairstyles), color, religion, veteran status, national or ethnic origin, age, marital status, pregnancy, childbirth or related medical condition, sexual

orientation or gender identity, or other protected status, constitutes harassment when they unreasonably interfere with the person's work performance or create an intimidating work, instructional or educational environment.

- b. Age harassment has been defined by federal regulations as a form of age discrimination. It can consist of demeaning jokes, insults or intimidation based on a person's age.
- c. Sexual harassment has been defined by federal and state regulations as a form of sex discrimination. It can consist of unwelcome sexual advances, requests for sexual favors, or physical or verbal conduct of a sexual nature by supervisors or others in the work place, classroom or educational environment.

Sexual harassment may exist when:

- (a) Supervisors or managers make submission to such conduct either an explicit or implicit term and condition of employment (including hiring, compensation, promotion, or retention);
- (b) Submission to or rejection of such conduct is used by supervisors or managers as a basis for employment related decisions such as promotion, performance evaluation, pay adjustment, discipline, work assignment, etc.
- (c) The conduct has the purpose or effect of unreasonably interfering with an individual's work or educational performance or creating an intimidating, hostile, or offensive working, class room or educational environment.

Sexual harassment may include explicit sexual propositions, sexual innuendo, suggestive comments, sexually oriented "kidding" or "teasing", "practical jokes", jokes about gender-specific traits, foul or obscene language or gestures, displays of foul or obscene printed or visual material, and physical contact, such as patting, pinching or brushing against another's body.

## 2. **Procedures:**

- a. Employees or students should initially report all instances of discrimination or harassment to their immediate supervisor or teacher. However, if the employee or student is uncomfortable in presenting the problem to the supervisor or teacher, or if the supervisor or teacher is the problem, the employee or student is encouraged to go to the next level of supervision.
- b. If the report is not satisfactorily resolved within ten calendar days, or if the discrimination or harassment continues, please report your complaint to the Superintendent of Wausa Public Schools.

- c. If a satisfactory arrangement cannot be obtained through the Superintendent, the complaint may be processed to the Board of Education.
- d. The person to whom the complaint is made is to thoroughly investigate the complaint and work with the person filing the complaint to seek an appropriate resolution so the discrimination or harassment can be remedied and put to an end.
- e. Complaints of discrimination or harassment will be treated with the utmost confidence, consistent with resolution of the problem.
- f. Based on the results of the investigation, appropriate corrective action, up to and including discharge of offending employees, etc., may be taken.
- g. Under no circumstances will a supervisor or a teacher or the Board threaten or retaliate against a person for alleging discrimination or harassment.

Legal Reference: Title VI, 42 U.S.C. Sec. 2000d, Title VII, 42 U.S.C. Sec. 2000e, Title IX; 20 U.S.C. Sec. 1681, and the Nebraska Fair Employment Practices Act, Neb. Rev. Stat. Sec. 48-1101 et seq.  
Age Discrimination in Employment Act (ADEA), the Older Workers Benefit Protection Act (OWBPA), 29 U.S.C. Sec. 621 et seq., and the Nebraska Age Discrimination in Employment Act, Neb. Rev. Stat. Sec. 48-1001 et seq.;  
Americans with Disabilities Act (ADA), 42 U.S.C. Sec. 12101 et seq.  
Section 504 of the Rehabilitation Act of 1973 (Section 504)  
Pregnancy Discrimination Act, 42 U.S.C. Sec. 2000e(k)  
Uniform Service Employment and Reemployment Rights Act (USERRA), 38 U.S.C. Sec. 4301 et seq.  
Neb. Rev. Stat. Sec. 79-2,115, et seq

Date of Adoption: June 21<sup>st</sup>, 2021

Personnel - All Employees (& Students)Anti-discrimination, Anti-harassment, and Anti-retaliation**A. Elimination of Discrimination.**

The Wausa Public Schools hereby gives this statement of compliance and intends to comply with all state and federal laws prohibiting discrimination. This school district intends to take any necessary measures to assure compliance with such laws against any prohibited form of discrimination.

The Wausa Public Schools does not discriminate on the basis of sex, disability, race (including skin color, hair texture and protective hairstyles), color, religion, veteran status, national or ethnic origin, age, marital status, pregnancy, childbirth or related medical condition, sexual orientation or gender identity, or other protected status in its programs and activities and provides equal access to the Boy Scouts and other designated youth groups. Reasonable accommodations will be provided to employees with disabilities and to those who are pregnant, have given birth, or have a related medical condition, as required by law. The following persons have been designated to handle inquiries regarding the non-discrimination policies:

Students: Shane Anderson, Principal, 300 S. Bismark St., Wausa, NE 68786 (402) 586-2255 (shaneanderson@wausaschools.org)

Employees and Others: Brad Hoelsing, Superintendent, 300 S. Bismark St., Wausa, NE 68786 (402) 586-2255 (bradhoelsing@wausaschools.org)

Complaints or concerns involving discrimination or needs for accommodation or access should be addressed to the appropriate Coordinator. For further information about anti-discrimination laws and regulations, or to file a complaint of discrimination with the Office of Civil Rights in the U.S. Department of Education (OCR), please contact the OCR at One Petticoat Lane, 1010 Walnut Street, 3<sup>rd</sup> Floor, Suite 320, Kansas City, Missouri 64106, (816) 268-0550 (voice), Fax (816) 268-0599, (800) 877-8339 (telecommunications device for the deaf), or [ocr.kansascity@ed.gov](mailto:ocr.kansascity@ed.gov).

**B. Prohibited Harassment, Discrimination, and Retaliation of Employees, Students and Others.****1. Purpose:**

The Wausa Public Schools is committed to offering employment and educational opportunities to its employees and students in a climate free of discrimination. Accordingly, unlawful discrimination, harassment or retaliation of any kind by District employees, including, co-workers, non-employees (such as volunteers), third parties, and others is strictly prohibited and will not be tolerated.

Harassment is a form of discrimination and includes verbal, non-verbal, written, graphic, or physical conduct relating to a person's sex, disability, race (including skin color, hair texture and protective hairstyles), color, religion, veteran status, national or ethnic origin, age, marital status, pregnancy, childbirth or related medical condition, sexual orientation

or gender identity, or other protected status, that is sufficiently serious to deny, interfere with, or limit a person's ability to participate in or benefit from an educational or work program or activity, including, but not limited to:

- a. Conduct that is sufficiently severe or pervasive to create an intimidating, hostile, or abusive educational or work environment, or
- b. Requiring an individual to endure the offensive conduct as a condition of continued employment or educational programs or activities, including the receipt of aids, benefits, and services.

Educational programs and activities include all academic, educational, extracurricular, athletic, and other programs of the school, whether those programs take place in a school's facilities, on a school bus, at a class or training program sponsored by the school at another location, or elsewhere.

Discriminatory harassment because of a person's sex, disability, race (including skin color, hair texture and protective hairstyles), color, religion, veteran status, national or ethnic origin, age, marital status, pregnancy, childbirth or related medical condition, sexual orientation or gender identity, or other protected status, may include, but is not limited to:

- a. Name-calling,
- b. Teasing or taunting,
- c. Insults, slurs, or derogatory names or remarks,
- d. Demeaning jokes,
- e. Inappropriate gestures,
- f. Graffiti or inappropriate written or electronic material,
- g. Visual displays, such as cartoons, posters, or electronic images,
- h. Threats or intimidating or hostile conduct,
- i. Physical acts of aggression, assault, or violence, or
- j. Criminal offenses

The following examples are additional or more specific examples of conduct that may constitute sexual harassment:

- a. Unwelcome sexual advances or propositions,
- b. Requests or pressure for sexual favors,
- c. Comments about an individual's body, sexual activity, or sexual attractiveness,
- d. Physical contact or touching of a sexual nature, including touching intimate body parts and inappropriate patting, pinching, rubbing, or brushing against another's body,
- e. Physical sexual acts of aggression, assault, or violence, including criminal offenses (such as rape, sexual assault or battery, and sexually motivated stalking), against a person's will or where a person is incapable of giving consent due to the victim's age, intellectual disability, or use of drugs or alcohol,
- f. Requiring sexual favors or contact in exchange for aids, benefits, or services, such as grades, awards, privileges, promotions, etc., or

- g. Gender-based harassment; acts of verbal, nonverbal, written, graphic, or physical conduct based on sex or sex-stereotyping, but not involving conduct of a sexual nature.

If the District knows or reasonably should know about possible harassment, including violence, the District will conduct a prompt, adequate, reliable, thorough, and impartial investigation to determine whether unlawful harassment occurred (see section entitled “Grievance Procedures,” below), and take appropriate interim measures, if necessary. If the District determines that unlawful harassment occurred, the District will take prompt and effective action to eliminate the harassment, prevent its recurrence, and remedy its effects, if appropriate. If harassment or violence that occurs off school property creates a hostile environment at school, the District will follow this policy and grievance procedure, within the scope of its authority.

All District employees are expected to take prompt and appropriate actions to report and prevent discrimination, harassment, and retaliation by others. Employees who witness or become aware of possible discrimination, including harassment and retaliation, must immediately report the conduct to his or her supervisor or the compliance coordinator designated to handle complaints of discrimination (designated compliance coordinator).

## **2. Anti-retaliation:**

The District prohibits retaliation, intimidation, threats, coercion, or discrimination against any person for opposing discrimination, including harassment, or for participating in the District's discrimination complaint process or making a complaint, testifying, assisting, or participating in any manner, in an investigation, proceeding, or hearing. Retaliation is a form of discrimination.

The District will take immediate steps to stop retaliation and prevent its recurrence against the alleged victim and any person associated with the alleged victim. These steps will include, but are not limited to, notifying students, employees, and others, that they are protected from retaliation, ensuring that they know how to report future complaints, and initiating follow-up contact with the complainant to determine if any additional acts of discrimination, harassment, or retaliation have occurred. If retaliation occurs, the District will take prompt and strong responsive action, including possible discipline, including expulsion or termination, if applicable.

## **3. Grievance (or Complaint) Procedures:**

Employees or students should initially report all instances of discrimination, harassment or retaliation to their immediate supervisor or teacher or to the compliance coordinator designated to handle complaints of discrimination. If the employee or student is uncomfortable in presenting the problem to the supervisor or teacher, or if the supervisor or teacher is the problem, the employee or student may report the alleged discrimination, harassment or retaliation to the designated coordinator, or in the case of students, to another staff person (such as a counselor or principal).

Other individuals may report alleged discrimination to the designated coordinator. If the designated coordinator is the person alleged to have committed the discriminatory act, then the complaint should be submitted to the Superintendent for assignment. A discrimination complaint form is attached to this grievance procedure and is available in the office of each District building, on the District's website, and from the designated coordinators.

Under no circumstances will a person filing a complaint or grievance involving discrimination be retaliated against for filing the complaint or grievance.

*i. Level 1 (Investigation and Findings):*

Once the District receives a grievance, complaint or report alleging discrimination, harassment, or retaliation, or becomes aware of possible discriminatory conduct, the District will conduct a prompt, adequate, reliable, thorough, and impartial investigation to determine whether unlawful harassment occurred. If necessary, the District will take immediate, interim action or measures to protect the alleged victim and prevent further potential discrimination, harassment, or retaliation during the pending investigation. The alleged victim will be notified of his or her options to avoid contact with the alleged harasser, such as changing a class or prohibiting the alleged harasser from having any contact with the alleged victim pending the result of the District's investigation. The District will minimize any burden on the alleged victim when taking interim measures to protect the alleged victim.

The District will promptly investigate all complaints of discrimination, even if an outside entity or law enforcement agency is investigating a complaint involving the same facts and allegations. The District will not wait for the conclusion or outcome of a criminal investigation or proceeding to begin an investigation required by this grievance procedure. If the allegation(s) involve possible criminal conduct, the District will notify the complainant of his or her right to file a criminal complaint, and District employees will not dissuade the complainant from filing a criminal complaint either during or after the District's investigation.

The District will aim to complete its investigation within **ten (10) working days** after receiving a complaint or report, unless extenuating circumstances exist. Extenuating circumstances may include the unavailability of witnesses due to illness or incapacitation, or additional time needed because of the complexity of the investigation, the need for outside experts to evaluate the evidence (such as forensic evidence), or multiple complainants or victims. If extenuating circumstances exist, the extended timeframe to complete the investigation will **not exceed ten (10) additional working days without the consent of the complainant, unless the alleged victim agrees to a longer timeline.** Periodic status updates will be given to the parties, when appropriate.

The District's investigation will include, but is not limited to:

- a. Providing the parties with the opportunity to present witnesses and provide evidence.

- b. An evaluation of all relevant information and documentation relating to the alleged discriminatory conduct.
- c. For allegations involving harassment, some of the factors the District will consider include: 1) the nature of the conduct and whether the conduct was unwelcome, 2) the surrounding circumstances, expectations, and relationships, 3) the degree to which the conduct affected one or more students' education, 4) the type, frequency, and duration of the conduct, 5) the identity of and relationship between the alleged harasser and the suspect or suspects of the harassment, 6) the number of individuals involved, 7) the age (and sex, if applicable) of the alleged harasser and the alleged victim(s) of the harassment, 8) the location of the incidents and the context in which they occurred, 9) the totality of the circumstances, and 10) other relevant evidence.
- d. A review of the evidence using a "preponderance of the evidence" standard (based on the evidence, is it more likely than not that discrimination, harassment, or retaliation occurred?)

The designated compliance coordinator (or designated investigator) will complete an investigative report, which will include:

- a. A summary of the facts,
- b. Findings regarding whether discrimination, harassment or other inappropriate conduct occurred, and
- c. If a finding is made that discrimination, harassment or other inappropriate conduct occurred, the recommended remedy or remedies necessary to eliminate such discrimination, harassment or other inappropriate conduct.

If someone other than the designated compliance coordinator conducted the investigation, the compliance coordinator will review, approve, and sign the investigative report. The District will ensure that prompt, appropriate, and effective remedies are provided if a finding of discrimination, harassment, or retaliation is made. The District will maintain relevant documentation obtained during the investigation and documentation supportive of the findings and any subsequent determinations, including the investigative report, witness statements, interview summaries, and any transcripts or audio recordings, pertaining to the investigative and appeal proceedings.

The District will send concurrently to the parties written notification of the decision (findings and any remedy) regarding the complaint within **one (1) working day** after the investigation is completed. The Family Educational Rights and Privacy Act (FERPA), 20 U.S.C. Sec. 11232g; 34 C.F.R. Part 99, permits the District to disclose relevant information to a student who was discriminated against or harassed.

*ii. Level 2 (Appeal to the Superintendent):*

If a party is not satisfied with the findings or remedies (or both) set forth in the decision, he or she may file an appeal in writing with the Superintendent within **five (5) working days** after receiving the decision. The Superintendent will review the appeal and the investigative documentation and decision, conduct additional investigation, if necessary,

and issue a written determination about the appeal **within ten (10) working days** after receiving the appeal. The party who filed the appeal will be sent the Superintendent's determination at the time it is issued, and a copy will be sent to the designated compliance coordinator. [If the Superintendent is the subject of the complaint, the party will file the appeal directly with the Board.]

*iii. Level 3 (Appeal to the Board):*

If the party is not satisfied with the Superintendent's determination, he or she may file an appeal in writing with the Board of Education **within five (5) working days** after receiving the Superintendent's determination. The Board of Education will review the appeal, the Superintendent's determination, the investigative documentation and decision, and allow the party to address the Board at a Board meeting to present his or her appeal. The party will be allowed to address the Board at the Board's next regularly scheduled Board meeting (unless the Board receives the appeal within one week of the next regularly scheduled Board meeting) or at a time and date agreed to by the Board, designated compliance officer and the party. The Board will issue a written determination about the appeal **within thirty (30) days** after the party addresses the Board. The party who filed the appeal will be sent the Board's determination at the time it is issued, and a copy will be sent to the designated compliance coordinator. The Board's determination, and any actions taken, will be final on behalf of the District.

**4. Confidentiality:**

The identity of the complainant will be kept confidential to the extent permitted by state and federal law. The District will notify the complainant of the anti-retaliation provisions of applicable laws and that the District will take steps to prevent retaliation and will take prompt and strong responsive actions if retaliation occurs.

If a complainant requests confidentiality or asks that the complaint not be pursued, the District will take all reasonable steps to investigate and respond to the complaint consistent with the request for confidentiality or the request not to pursue an investigation, as long as doing so does not prevent the District from responding effectively to the harassment and preventing harassment of other students. If a complainant insists that his or her name or other identifiable information not be disclosed to the alleged perpetrator, the District will inform the complainant that its ability to respond may be limited. Even if the District cannot take disciplinary action against the alleged harasser, the District will pursue other steps to limit the effects of the alleged harassment and prevent its recurrence, if warranted.

**5. Training:**

The District will ensure that relevant District employees are adequately trained so they understand and know how to identify acts of discrimination, harassment, and retaliation, and how to report it to appropriate District officials or employees.

In addition, the District shall ensure that employees designated to address or investigate discrimination, harassment, and retaliation, including designated compliance coordinators, receive training to promptly and effectively investigate and respond to

complaints and reports of discrimination, and to know the District's grievance procedures and the applicable confidentiality requirements.

**6. Designated Compliance Coordinators:**

Designated compliance coordinators will be responsible for:

- a. Coordinating efforts to comply with anti-discrimination, anti-harassment, and anti-retaliation laws and regulations.
- b. Coordinating and implementing training for students and employees pertaining to anti-discrimination, anti-harassment and anti-retaliation laws and regulations, including the training areas listed above.
- c. Investigating complaints of discrimination (unless the coordinator designates other trained individuals to investigate).
- d. Monitoring substantiated complaints or reports of discrimination, as needed (and with the assistance of other District employees, if necessary), to ensure discrimination or harassment does not recur, and that retaliation conduct does not occur or recur.
- e. Overseeing discrimination complaints, including identifying and addressing any patterns or systemic problems, and reporting such patterns or systemic problems to the Superintendent and the Board of Education.
- f. Communicating regularly with the District's law enforcement unit investigating cases and providing current information to them pertaining to anti-discrimination, anti-harassment, and anti-retaliation standards and compliance requirements.
- g. Reviewing all evidence in harassment or violence cases brought before the District's disciplinary committee or administrator to determine whether the complainants are entitled to a remedy under anti-discrimination laws and regulations that was not available in the disciplinary process.
- h. Ensuring that investigations address whether other students or employees may have been subjected to discrimination, including harassment and retaliation.
- i. Determining whether District employees with knowledge of allegations of discrimination, including harassment and retaliation, failed to carry out their duties in reporting the allegations to the designated compliance coordinator and responding to the allegations.
- j. Recommending changes to this policy and grievance procedure.
- k. Performing other duties as assigned.

**7. Preventive Measures:**

The District will publish and widely distribute on an ongoing basis a notice of nondiscrimination (notice) in electronic and printed formats, including prominently displaying the notice on the District's website and posting the notice at each building in the District. The District also will designate an employee to coordinate compliance with anti-discrimination laws (see Designated Compliance Coordinator section, above, for further information on compliance coordinator), and widely publish and disseminate this grievance procedure, including prominently posting it on the District's website, at each

building in the District, reprinting it in District publications, such as handbooks, and sending it electronically to members of the school community.

The District also may distribute specific harassment and violence materials (such as sexual violence), including a summary of the District's anti-discrimination, anti-harassment, and anti-retaliation policy and grievance procedure, and a list of victim resources, during events such as school assemblies and back to school nights, if recent incidents or allegations warrant additional education to the school community.

Legal Reference: Title VI, 42 U.S.C. Sec. 2000d, Title VII, 42 U.S.C. Sec. 2000e, Title IX; 20 U.S.C. Sec. 1681, and the Nebraska Fair Employment Practices Act, Neb. Rev. Stat. Sec. 48-1101 et seq.  
Age Discrimination in Employment Act (ADEA), the Older Workers Benefit Protection Act (OWBPA), 29 U.S.C. Sec. 621 et seq., and the Nebraska Age Discrimination in Employment Act, Neb. Rev. Stat. Sec. 48-1001 et seq.;  
Americans with Disabilities Act (ADA), 42 U.S.C. Sec. 12101 et seq.  
Section 504 of the Rehabilitation Act of 1973 (Section 504)  
Pregnancy Discrimination Act, 42 U.S.C. Sec. 2000e(k)  
Uniform Service Employment and Reemployment Rights Act (USERRA), 38 U.S.C. Sec. 4301 et seq.  
Neb. Rev. Stat. Sec. 79-2,115, et seq

Date of Adoption: June 21<sup>st</sup>, 2021

**Complaint Form  
Discrimination, Harassment or Retaliation**

The Wausa Public School District does not discriminate on the basis of sex, disability, race (including skin color, hair texture and protective hairstyles), color, religion, veteran status, national or ethnic origin, age, marital status, pregnancy, childbirth or related medical condition, sexual orientation or gender identity, or other protected status, in its programs and activities and provides equal access to the Boy Scouts and other designated youth groups. This complaint form is to be used when a person has a complaint related to discrimination, harassment or retaliation on such bases in regard to employment or the programs and activities of the school district. Refer to Board Policy 4003 and/or 5401 for the particulars of the complaint and grievance process. You may attach additional materials to this form if needed.

The applicable coordinator may be contacted if you have questions about filling out this complaint form:  
Students: Shane Anderson, Principal, 300 S. Bismark St., Wausa, NE 68786 (402) 586-2255 (shaneanderson@wausaschools.org)  
Employees and Others: Brad Hoelsing, Superintendent, 300 S. Bismark St., Wausa, NE 68786 (402) 586-2255 (bradhoelsing@wausaschools.org)

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

(1) Description of the complaint: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_.

(2) Names of any witnesses to the matter being complained about: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_.

(3) Identify and attach any document supporting the complaint: \_\_\_\_\_  
\_\_\_\_\_.

(4) Confidentiality: I \_\_\_ do\_\_\_ do not give consent to my identity being shared with the person(s) against whom I am complaining. If I do not give consent, I understand that the investigation may be hindered, but that the District will nonetheless investigate and take prompt and effective action to remediate the concerns I have raised, if appropriate.  
\_\_\_\_\_  
\_\_\_\_\_.

(5) Relief requested (what I want done in response to this complaint):  
\_\_\_\_\_  
\_\_\_\_\_.

The undersigned states: The facts in this complaint are true to the best of my knowledge, information and belief. I give permission for an investigation to be made into this complaint. I understand that the District will take steps to prevent me being retaliated against for filing this complaint, that I am to notify the District if any such retaliation occurs, and that the District will take prompt and strong responsive action if retaliation occurs.

Received by: \_\_\_\_\_ Signature: \_\_\_\_\_  
Date: \_\_\_\_\_

**DO NOT SEND TO THE DEPARTMENT OF LABOR.  
PROVIDE TO EMPLOYEE.**

OMB Control Number: 1235-0003

Expires: 6/30/2023

In general, to be eligible to take leave under the Family and Medical Leave Act (FMLA), an employee must have worked for an employer for at least 12 months, meet the hours of service requirement in the 12 months preceding the leave, and work at a site with at least 50 employees within 75 miles. While use of this form is optional, a fully completed Form WH-381 provides employees with the information required by 29 C.F.R. §§ 825.300(b), (c) which must be provided within five business days of the employee notifying the employer of the need for FMLA leave. Information about the FMLA may be found [on the WHD website at www.dol.gov/agencies/whd/fmla](http://www.dol.gov/agencies/whd/fmla).

Date: \_\_\_\_\_ (mm/dd/yyyy)

From: \_\_\_\_\_ (Employer) To: \_\_\_\_\_ (Employee)

On \_\_\_\_\_ (mm/dd/yyyy), we learned that you need leave (beginning on) \_\_\_\_\_ (mm/dd/yyyy)  
for one of the following reasons: (Select as appropriate)

- The birth of a child, or placement of a child with you for adoption or foster care, and to bond with the newborn or newly-placed child
- Your own serious health condition
- You are needed to care for your family member due to a serious health condition. Your family member is your:
  - Spouse
  - Parent
  - Child under age 18
  - Child 18 years or older and incapable of self-care because of a mental or physical disability
- A qualifying exigency arising out of the fact that your family member is on covered active duty or has been notified of an impending call or order to covered active duty status. Your family member on covered active duty is your:
  - Spouse
  - Parent
  - Child of any age
- You are needed to care for your family member who is a covered servicemember with a serious injury or illness. You are the servicemember's:
  - Spouse
  - Parent
  - Child
  - Next of kin

Spouse means a husband or wife as defined or recognized in the state where the individual was married, including in a common law marriage or same-sex marriage. The terms "child" and "parent" include *in loco parentis* relationships in which a person assumes the obligations of a parent to a child. An employee may take FMLA leave to care for an individual who assumed the obligations of a parent to the employee when the employee was a child. An employee may also take FMLA leave to care for a child for whom the employee has assumed the obligations of a parent. No legal or biological relationship is necessary.

## SECTION I – NOTICE OF ELIGIBILITY

**This Notice is to inform you that you are:**

- Eligible** for FMLA leave. (See Section II for any Additional Information Needed and Section III for information on your Rights and Responsibilities.)
- Not eligible** for FMLA leave because: (Only one reason need be checked)
  - You have not met the FMLA's 12-month length of service requirement. As of the first date of requested leave, you will have worked approximately: \_\_\_\_\_ towards this requirement.  
(months)
  - You have not met the FMLA's 1,250 hours of service requirement. As of the first date of requested leave, you will have worked approximately: \_\_\_\_\_ towards this requirement.  
(hours of service)

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

- You are an airline flight crew employee and you have not met the special hours of service eligibility requirements for airline flight crew employees as of the first date of requested leave (i.e., worked or been paid for at least 60% of your applicable monthly guarantee, and worked or been paid for at least 504 duty hours.)
- You do not work at and/or report to a site with 50 or more employees within 75-miles as of the date of your request.

If you have any questions, please contact: \_\_\_\_\_ (Name of employer representative)  
at \_\_\_\_\_ (Contact information).

## SECTION II – ADDITIONAL INFORMATION NEEDED

As explained in Section I, you meet the eligibility requirements for taking FMLA leave. Please review the information below to determine if additional information is needed in order for us to determine whether your absence qualifies as FMLA leave. Once we obtain any additional information specified below we will inform you, **within 5 business days**, whether your leave will be designated as FMLA leave and count towards the FMLA leave you have available. **If complete and sufficient information is not provided in a timely manner, your leave may be denied.**

(Select as appropriate)

- No additional information requested. If no additional information requested, go to Section III.
- We request that the leave be supported by a certification, as identified below.
  - Health Care Provider for the Employee
  - Health Care Provider for the Employee's Family Member
  - Qualifying Exigency
  - Serious Illness or Injury (Military Caregiver Leave)

Selected certification form is  attached /  not attached.

If requested, medical certification must be returned by \_\_\_\_\_ (mm/dd/yyyy) (Must allow at least 15 calendar days from the date the employer requested the employee to provide certification, unless it is not feasible despite the employee's diligent, good faith efforts.)

- We request that you provide reasonable documentation or a statement to establish the relationship between you and your family member, including *in loco parentis* relationships (as explained on page one). The information requested must be returned to us by \_\_\_\_\_ (mm/dd/yyyy). You may choose to provide a simple statement of the relationship or provide documentation such as a child's birth certificate, a court document, or documents regarding foster care or adoption-related activities. Official documents submitted for this purpose will be returned to you after examination.

- Other information needed (e.g. documentation for military family leave): \_\_\_\_\_  
The information requested must be returned to us by \_\_\_\_\_ (mm/dd/yyyy).

If you have any questions, please contact: \_\_\_\_\_ (Name of employer representative)  
at \_\_\_\_\_ (Contact information).

## SECTION III – NOTICE OF RIGHTS AND RESPONSIBILITIES

### **Part A: FMLA Leave Entitlement**

You have a right under the FMLA to take unpaid, job-protected FMLA leave in a 12-month period for certain family and medical reasons, including up to **12 weeks** of unpaid leave in a 12-month period for the birth of a child or placement of a child for adoption or foster care, for leave related to your own or a family member's serious health condition, or for certain qualifying exigencies related to the deployment of a military member to covered active duty. You also have a right

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

under the FMLA to take up to **26 weeks** of unpaid, job-protected FMLA leave in a single 12-month period to care for a covered servicemember with a serious injury or illness (*Military Caregiver Leave*).

The 12-month period for FMLA leave is calculated as: (*Select as appropriate*)

- The calendar year (January 1<sup>st</sup> - December 31<sup>st</sup>)
- A fixed leave year based on \_\_\_\_\_  
(*e.g., a fiscal year beginning on July 1 and ending on June 30*)
- The 12-month period measured forward from the date of your first FMLA leave usage.
- A “rolling” 12-month period measured backward from the date of any FMLA leave usage. (*Each time an employee takes FMLA leave, the remaining leave is the balance of the 12 weeks not used during the 12 months immediately before the FMLA leave is to start.*)

If applicable, the single 12-month period for *Military Caregiver Leave* started on \_\_\_\_\_ (*mm/dd/yyyy*).

**You** ( *are* /  *are not*) **considered a key employee** as defined under the FMLA. Your FMLA leave cannot be denied for this reason; however, we may not restore you to employment following FMLA leave if such restoration will cause substantial and grievous economic injury to us.

We ( *have* /  *have not*) determined that restoring you to employment at the conclusion of FMLA leave will cause substantial and grievous economic harm to us. Additional information will be provided separately concerning your status as key employee and restoration.

**Part B: Substitution of Paid Leave – When Paid Leave is Used at the Same Time as FMLA Leave**

You have a right under the FMLA to request that your accrued paid leave be substituted for your FMLA leave. This means that you can request that your accrued paid leave run concurrently with some or all of your unpaid FMLA leave, provided you meet any applicable requirements of our leave policy. Concurrent leave use means the absence will count against both the designated paid leave and unpaid FMLA leave at the same time. If you do not meet the requirements for taking paid leave, you remain entitled to take available unpaid FMLA leave in the applicable 12-month period. Even if you do not request it, the FMLA allows us to require you to use your available sick, vacation, or other paid leave during your FMLA absence.

(*Check all that apply*)

- Some or all of your FMLA leave will not be paid.** Any unpaid FMLA leave taken will be designated as FMLA leave and counted against the amount of FMLA leave you have available to use in the applicable 12-month period.
- You have requested to use some or all of your available paid leave** (*e.g., sick, vacation, PTO*) during your FMLA leave. Any paid leave taken for this reason will also be designated as FMLA leave and counted against the amount of FMLA leave you have available to use in the applicable 12-month period.
- We are requiring you to use some or all of your available paid leave** (*e.g., sick, vacation, PTO*) during your FMLA leave. Any paid leave taken for this reason will also be designated as FMLA leave and counted against the amount of FMLA leave you have available to use in the applicable 12-month period.
- Other:** (*e.g., short- or long-term disability, workers’ compensation, state medical leave law, etc.*) \_\_\_\_\_  
Any time taken for this reason will also be designated as FMLA leave and counted against the amount of FMLA leave you have available to use in the applicable 12-month period.

The applicable conditions for use of paid leave include: \_\_\_\_\_.

For more information about conditions applicable to sick/vacation/other paid leave usage please refer to \_\_\_\_\_  
\_\_\_\_\_ available at: \_\_\_\_\_.

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

**Part C: Maintain Health Benefits**

Your health benefits must be maintained during any period of FMLA leave under the same conditions as if you continued to work. During any paid portion of FMLA leave, your share of any premiums will be paid by the method normally used during any paid leave. During any unpaid portion of FMLA leave, you must continue to make any normal contributions to the cost of the health insurance premiums. To make arrangements to continue to make your share of the premium payments on your health insurance while you are on any unpaid FMLA leave, contact \_\_\_\_\_ at \_\_\_\_\_.

You have a minimum grace period of ( 30-days or  \_\_\_\_\_ *indicate longer period, if applicable*) in which to make premium payments. If payment is not made timely, your group health insurance may be cancelled, provided we notify you in writing at least 15 days before the date that your health coverage will lapse, or, at our option, we may pay your share of the premiums during FMLA leave, and recover these payments from you upon your return to work.

You may be required to reimburse us for our share of health insurance premiums paid on your behalf during your FMLA leave if you do not return to work following **unpaid** FMLA leave for a reason other than: the continuation, recurrence, or onset of your or your family member's serious health condition which would entitle you to FMLA leave; or the continuation, recurrence, or onset of a covered servicemember's serious injury or illness which would entitle you to FMLA leave; or other circumstances beyond your control.

**Part D: Other Employee Benefits**

Upon your return from FMLA leave, your other employee benefits, such as pensions or life insurance, must be resumed in the same manner and at the same levels as provided when your FMLA leave began. To make arrangements to continue your employee benefits while you are on FMLA leave, contact \_\_\_\_\_ at \_\_\_\_\_.

**Part E: Return-to-Work Requirements**

You must be reinstated to the same or an equivalent job with the same pay, benefits, and terms and conditions of employment on your return from FMLA-protected leave. An equivalent position is one that is virtually identical to your former position in terms of pay, benefits, and working conditions. At the end of your FMLA leave, all benefits must also be resumed in the same manner and at the same level provided when the leave began. You do not have return-to-work rights under the FMLA if you need leave beyond the amount of FMLA leave you have available to use.

**Part F: Other Requirements While on FMLA Leave**

While on leave you ( will be /  will not be) required to furnish us with periodic reports of your status and intent to return to work every \_\_\_\_\_.

*(Indicate interval of periodic reports, as appropriate for the FMLA leave situation).*

**If the circumstances of your leave change and you are able to return to work earlier than expected, you will be required to notify us at least two workdays prior to the date you intend to report for work.**

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**PAPERWORK REDUCTION ACT NOTICE AND PUBLIC BURDEN STATEMENT**

It is mandatory for employers to provide employees with notice of their eligibility for FMLA protection and their rights and responsibilities. 29 U.S.C. § 2617; 29 C.F.R. § 825.300(b), (c). It is mandatory for employers to retain a copy of this disclosure in their records for three years. 29 U.S.C. § 2616; 29 C.F.R. § 825.500. Persons are not required to respond to this collection of information unless it displays a currently valid OMB control number. The Department of Labor estimates that it will take an average of 10 minutes for respondents to complete this collection of information, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. If you have any comments regarding this burden estimate or any other aspect of this collection information, including suggestions for reducing this burden, send them to the Administrator, Wage and Hour Division, U.S. Department of Labor, Room S-3502, 200 Constitution Avenue, N.W., Washington, D.C. 20210.

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**DO NOT SEND THE COMPLETED FORM TO THE DEPARTMENT OF LABOR. EMPLOYEE INFORMATION.**

**DO NOT SEND TO THE DEPARTMENT OF LABOR.  
PROVIDE TO EMPLOYEE.**

OMB Control Number: 1235-0003

Expires: 6/30/2023

Leave covered under the Family and Medical Leave Act (FMLA) must be designated as FMLA-protected and the employer must inform the employee of the amount of leave that will be counted against the employee's FMLA leave entitlement. In order to determine whether leave is covered under the FMLA, the employer may request that the leave be supported by a certification. If the certification is incomplete or insufficient, the employer must state in writing what additional information is necessary to make the certification complete and sufficient. While use of this form is optional, a fully completed Form WH-382 provides employees with the information required by 29 C.F.R. §§ 825.300(d), 825.301, and 825.305(c), which must be provided within five business days of the employer having enough information to determine whether the leave is for an FMLA-qualifying reason. Information about the FMLA may be found [on the WHD website at www.dol.gov/agencies/whd/fmla](http://www.dol.gov/agencies/whd/fmla).

### SECTION I - EMPLOYER

The employer is responsible in **all** circumstances for designating leave as FMLA-qualifying and giving notice to the employee. Once an eligible employee communicates a need to take leave for an FMLA-qualifying reason, an employer may not delay designating such leave as FMLA leave, and neither the employee nor the employer may decline FMLA protection for that leave.

Date: \_\_\_\_\_ (mm/dd/yyyy)

From: \_\_\_\_\_ (Employer) To: \_\_\_\_\_ (Employee)

On \_\_\_\_\_ (mm/dd/yyyy) we received your most recent information to support your need for leave due to:  
(Select as appropriate)

- The birth of a child, or placement of a child with you for adoption or foster care, and to bond with the newborn or newly-placed child
- Your own serious health condition
- The serious health condition of your spouse, child, or parent
- A qualifying exigency arising out of the fact that your spouse, child, or parent is on covered active duty or has been notified of an impending call or order to covered active duty with the Armed Forces
- A serious injury or illness of a covered servicemember where you are the servicemember's spouse, child, parent, or next of kin (Military Caregiver Leave)

**We have reviewed information related to your need for leave under the FMLA along with any supporting documentation provided and decided that your FMLA leave request is:** (Select as appropriate)

- Approved.** All leave taken for this reason will be designated as FMLA leave. Go to Section III for more information.
- Not Approved:** (Select as appropriate)
  - The FMLA does not apply to your leave request.
  - As of the date the leave is to start, you do not have any FMLA leave available to use.
  - Other \_\_\_\_\_
- Additional information** is needed to determine if your leave request qualifies as FMLA leave. (Go to Section II for the specific information needed. If your FMLA leave request is approved and no additional information is needed, go to Section III.)

### SECTION II – ADDITIONAL INFORMATION NEEDED

We need additional information to determine whether your leave request qualifies under the FMLA. Once we obtain the additional information requested, we will inform you **within 5 business days** if your leave will or will not be designated as FMLA leave and count towards the amount of FMLA leave you have available. **Failure to provide the additional information as requested may result in a denial of your FMLA leave request.**

If you have any questions, please contact: \_\_\_\_\_ at \_\_\_\_\_  
(Name of employer FMLA representative) (Contact information)

#### **Incomplete or Insufficient Certification**

The certification you have provided is incomplete and/or insufficient to determine whether the FMLA applies to your leave request. (Select as applicable)

- The certification provided is incomplete and we are unable to determine whether the FMLA applies to your leave request. "Incomplete" means one or more of the applicable entries on the certification have not been completed.

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

- The certification provided is insufficient to determine whether the FMLA applies to your leave request. “Insufficient” means the information provided is vague, unclear, ambiguous or non-responsive.

Specify the information needed to make the certification complete and/or sufficient: \_\_\_\_\_

You must provide the requested information no later than (provide at least 7 calendar days) \_\_\_\_\_ (mm/dd/yyyy), unless it is not practicable under the particular circumstances despite your diligent good faith efforts, or your leave may be denied.

### Second and Third Opinions

- We request that you obtain a ( second /  third opinion) medical certification at our expense, and we will provide further details at a later time. Note: The employee or the employee’s family member may be requested to authorize the health care provider to release information pertaining only to the serious health condition at issue.

## SECTION III – FMLA LEAVE APPROVED

As explained in Section I, your FMLA leave request is approved. All leave taken for this reason will be designated as FMLA leave and will count against the amount of FMLA leave you have available to use in the applicable 12-month period. The FMLA requires that you notify us as soon as practicable if the dates of scheduled leave change, are extended, or were initially unknown. Based on the information you have provided to date, we are providing the following information about the amount of time that will be counted against the total **amount of FMLA leave** you have available to use in the applicable 12-month period: (Select as appropriate)

- Provided there is no change from your **anticipated FMLA leave schedule**, the following number of hours, days, or weeks will be counted against your leave entitlement: \_\_\_\_\_.
- Because the leave you will need will be **unscheduled**, it is not possible to provide the hours, days, or weeks that will be counted against your FMLA entitlement at this time. You have the right to request this information once in a 30-day period (if leave was taken in the 30-day period).

Please be advised: (check all that apply)

- Some or all of your FMLA leave will not be paid.** Any unpaid FMLA leave taken will be designated as FMLA leave and counted against the amount of FMLA leave you have available to use in the applicable 12-month period.
- Based on your request, some or all of your available paid leave** (e.g., sick, vacation, PTO) **will be used during your FMLA leave.** Any paid leave taken for this reason will also be designated as FMLA leave and counted against the amount of FMLA leave you have available to use in the applicable 12-month period.
- We are requiring you to use some or all of your available paid leave** (e.g., sick, vacation, PTO) **during your FMLA leave.** Any paid leave taken for this reason will also be designated as FMLA leave and counted against the amount of FMLA leave you have available to use in the applicable 12-month period.
- Other:** \_\_\_\_\_  
(e.g., Short- or long-term disability, workers’ compensation, state medical leave law, etc.) Any time taken for this reason will also be designated as FMLA leave and counted against the amount of FMLA leave you have available to use in the applicable 12-month period.

**Return-to-work requirements.** To be restored to work after taking FMLA leave, you ( will be /  will not be) required to provide a certification from your health care provider (fitness-for-duty certification) that you are able to resume work. This request for a fitness-for-duty certification is *only* with regard to the particular serious health condition that caused your need for FMLA leave. **If such certification is not timely received, your return to work may be delayed until the certification is provided.**

A list of the essential functions of your position ( is /  is not) attached. If attached, the fitness-for-duty certification must address your ability to perform the essential job functions.

### PAPERWORK REDUCTION ACT NOTICE AND PUBLIC BURDEN STATEMENT

It is mandatory for employers to inform employees in writing whether leave requested under the FMLA has been determined to be covered under the FMLA. 29 U.S.C. § 2617; 29 C.F.R. § 825.300(d), (e). It is mandatory for employers to retain a copy of this disclosure in their records for three years. 29 U.S.C. § 2616; 29 C.F.R. § 825.500. Persons are not required to respond to this collection of information unless it displays a currently valid OMB control number. The Department of Labor estimates that it will take an average of 10 minutes for respondents to complete this collection of information, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. If you have any comments regarding this burden estimate or any other aspect of this collection information, including suggestions for reducing this burden, send them to the Administrator, Wage and Hour Division, U.S. Department of Labor, Room S-3502, 200 Constitution Avenue, N.W., Washington, D.C. 20210.

**DO NOT SEND THE COMPLETED FORM TO THE DEPARTMENT OF LABOR. EMPLOYEE INFORMATION.**

**Certification of Health Care Provider for  
Employee's Serious Health Condition  
under the Family and Medical Leave Act**

**U.S. Department of Labor  
Wage and Hour Division**



**DO NOT SEND COMPLETED FORM TO THE DEPARTMENT OF LABOR.  
RETURN TO THE PATIENT.**

OMB Control Number: 1235-0003  
Expires: 6/30/2023

The Family and Medical Leave Act (FMLA) provides that an employer may require an employee seeking FMLA protections because of a need for leave due to a serious health condition to submit a medical certification issued by the employee's health care provider. 29 U.S.C. §§ 2613, 2614(c)(3); 29 C.F.R. § 825.305. The employer must give the employee **at least 15 calendar days** to provide the certification. If the employee fails to provide complete and sufficient medical certification, his or her FMLA leave request may be denied. 29 C.F.R. § 825.313. Information about the FMLA may be found [on the WHD website at www.dol.gov/agencies/whd/fmla](http://www.dol.gov/agencies/whd/fmla).

**SECTION I – EMPLOYER**

Either the employee or the employer may complete Section I. While use of this form is optional, this form asks the health care provider for the information necessary for a complete and sufficient medical certification, which is set out at 29 C.F.R. § 825.306. **You may not ask the employee to provide more information than allowed under the FMLA regulations, 29 C.F.R. §§ 825.306-825.308.** Additionally, you **may not** request a certification for FMLA leave to bond with a healthy newborn child or a child placed for adoption or foster care.

Employers must generally maintain records and documents relating to medical information, medical certifications, recertifications, or medical histories of employees created for FMLA purposes as confidential medical records in separate files/records from the usual personnel files and in accordance with 29 C.F.R. § 1630.14(c)(1), if the Americans with Disabilities Act applies, and in accordance with 29 C.F.R. § 1635.9, if the Genetic Information Nondiscrimination Act applies.

(1) Employee name: \_\_\_\_\_  
*First Middle Last*

(2) Employer name: \_\_\_\_\_ Date: \_\_\_\_\_ (mm/dd/yyyy)  
*(List date certification requested)*

(3) The medical certification must be returned by \_\_\_\_\_ (mm/dd/yyyy)  
*(Must allow at least 15 calendar days from the date requested, unless it is not feasible despite the employee's diligent, good faith efforts.)*

(4) Employee's job title: \_\_\_\_\_ Job description ( is /  is not) attached.  
Employee's regular work schedule: \_\_\_\_\_  
Statement of the employee's essential job functions: \_\_\_\_\_

*(The essential functions of the employee's position are determined with reference to the position the employee held at the time the employee notified the employer of the need for leave or the leave started, whichever is earlier.)*

**SECTION II - HEALTH CARE PROVIDER**

Please provide your contact information, complete all relevant parts of this Section, and sign the form. Your patient has requested leave under the FMLA. The FMLA allows an employer to require that the employee submit a timely, complete, and sufficient medical certification to support a request for FMLA leave due to the serious health condition of the employee. For FMLA purposes, a "serious health condition" means an illness, injury, impairment, or physical or mental condition that involves *inpatient care* or *continuing treatment by a health care provider*. For more information about the definitions of a serious health condition under the FMLA, see the chart on page 4.

You may, but are **not required** to, provide other appropriate medical facts including symptoms, diagnosis, or any regimen of continuing treatment such as the use of specialized equipment. Please note that some state or local laws may not allow disclosure of private medical information about the patient's serious health condition, such as providing the diagnosis and/or course of treatment.

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

Health Care Provider's name: (Print) \_\_\_\_\_

Health Care Provider's business address: \_\_\_\_\_

Type of practice / Medical specialty: \_\_\_\_\_

Telephone: (\_\_\_\_) \_\_\_\_\_ Fax: (\_\_\_\_) \_\_\_\_\_ E-mail: \_\_\_\_\_

**PART A: Medical Information**

Limit your response to the medical condition(s) for which the employee is seeking FMLA leave. Your answers should be your **best estimate** based upon your medical knowledge, experience, and examination of the patient. **After completing Part A, complete Part B to provide information about the amount of leave needed.** Note: For FMLA purposes, "incapacity" means the inability to work, attend school, or perform regular daily activities due to the condition, treatment of the condition, or recovery from the condition. Do not provide information about genetic tests, as defined in 29 C.F.R. § 1635.3(f), genetic services, as defined in 29 C.F.R. § 1635.3(e), or the manifestation of disease or disorder in the employee's family members, 29 C.F.R. § 1635.3(b).

(1) State the approximate date the condition started or will start: \_\_\_\_\_ (mm/dd/yyyy)

(2) Provide your **best estimate** of how long the condition lasted or will last: \_\_\_\_\_

(3) Check the box(es) for the questions below, as applicable. For all box(es) checked, the amount of leave needed must be provided in Part B.

**Inpatient Care:** The patient ( has been /  is expected to be) admitted for an overnight stay in a hospital, hospice, or residential medical care facility on the following date(s): \_\_\_\_\_

**Incapacity plus Treatment:** (e.g. outpatient surgery, strep throat)

Due to the condition, the patient ( has been /  is expected to be) incapacitated for *more than* three consecutive, full calendar days from \_\_\_\_\_ (mm/dd/yyyy) to \_\_\_\_\_ (mm/dd/yyyy).

The patient ( was /  will be) seen on the following date(s): \_\_\_\_\_

The condition ( has /  has not) also resulted in a course of continuing treatment under the supervision of a health care provider (e.g. prescription medication (other than over-the-counter) or therapy requiring special equipment)

**Pregnancy:** The condition is pregnancy. List the expected delivery date: \_\_\_\_\_ (mm/dd/yyyy).

**Chronic Conditions:** (e.g. asthma, migraine headaches) Due to the condition, it is medically necessary for the patient to have treatment visits at least twice per year.

**Permanent or Long Term Conditions:** (e.g. Alzheimer's, terminal stages of cancer) Due to the condition, incapacity is permanent or long term and requires the continuing supervision of a health care provider (even if active treatment is not being provided).

**Conditions requiring Multiple Treatments:** (e.g. chemotherapy treatments, restorative surgery) Due to the condition, it is medically necessary for the patient to receive multiple treatments.

**None of the above:** If none of the above condition(s) were checked, (i.e., inpatient care, pregnancy) no additional information is needed. Go to page 4 to sign and date the form.

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

- (4) If needed, briefly describe other appropriate medical facts related to the condition(s) for which the employee seeks FMLA leave. (e.g., use of nebulizer, dialysis) \_\_\_\_\_

**PART B: Amount of Leave Needed**

For the medical condition(s) checked in Part A, complete all that apply. Several questions seek a response as to the frequency or duration of a condition, treatment, etc. Your answer should be your **best estimate** based upon your medical knowledge, experience, and examination of the patient. Be as specific as you can; terms such as “lifetime,” “unknown,” or “indeterminate” may not be sufficient to determine FMLA coverage.

- (5) Due to the condition, the patient ( had /  will have) **planned medical treatment(s)** (scheduled medical visits) (e.g. psychotherapy, prenatal appointments) on the following date(s): \_\_\_\_\_

- (6) Due to the condition, the patient ( was /  will be) **referred to other health care provider(s)** for evaluation or treatment(s).

State the nature of such treatments: (e.g. cardiologist, physical therapy) \_\_\_\_\_

Provide your **best estimate** of the beginning date \_\_\_\_\_ (mm/dd/yyyy) and end date \_\_\_\_\_ (mm/dd/yyyy) for the treatment(s).

Provide your **best estimate** of the duration of the treatment(s), including any period(s) of recovery (e.g. 3 days/week) \_\_\_\_\_

- (7) Due to the condition, it is medically necessary for the employee to work a **reduced schedule**.

Provide your **best estimate** of the reduced schedule the employee is able to work. From \_\_\_\_\_ (mm/dd/yyyy) to \_\_\_\_\_ (mm/dd/yyyy) the employee is able to work: (e.g., 5 hours/day, up to 25 hours a week)

- (8) Due to the condition, the patient ( was /  will be) **incapacitated for a continuous period of time**, including any time for treatment(s) and/or recovery.

Provide your **best estimate** of the beginning date \_\_\_\_\_ (mm/dd/yyyy) and end date \_\_\_\_\_ (mm/dd/yyyy) for the period of incapacity.

- (9) Due to the condition, it ( was /  is /  will be) medically necessary for the employee to be absent from work on an **intermittent basis** (periodically), including for any episodes of incapacity i.e., episodic flare-ups. Provide your **best estimate** of how often (frequency) and how long (duration) the episodes of incapacity will likely last.

Over the next 6 months, episodes of incapacity are estimated to occur \_\_\_\_\_ times per ( day /  week /  month) and are likely to last approximately \_\_\_\_\_ (  hours /  days) per episode.

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

**PART C: Essential Job Functions**

If provided, the information in Section I question #4 may be used to answer this question. If the employer fails to provide a statement of the employee’s essential functions or a job description, answer these questions based upon the employee’s own description of the essential job functions. An employee who must be absent from work to receive medical treatment(s), such as scheduled medical visits, for a serious health condition is considered to be *not able* to perform the essential job functions of the position during the absence for treatment(s).

(10) Due to the condition, the employee ( was not able /  is not able /  will not be able) to perform *one or more* of the essential job function(s). Identify at least one essential job function the employee is not able to perform:

\_\_\_\_\_  
\_\_\_\_\_

Signature of Health Care Provider \_\_\_\_\_ Date \_\_\_\_\_ (mm/dd/yyyy)

<b>Definitions of a Serious Health Condition</b> (See 29 C.F.R. §§ 825.113-.115)
<b>Inpatient Care</b>
<ul style="list-style-type: none"><li>• An overnight stay in a hospital, hospice, or residential medical care facility.</li><li>• Inpatient care includes any period of incapacity or any subsequent treatment in connection with the overnight stay.</li></ul>
<b>Continuing Treatment by a Health Care Provider (any one or more of the following)</b>
<p><b><u>Incapacity Plus Treatment:</u></b> A period of incapacity of more than three consecutive, full calendar days, and any subsequent treatment or period of incapacity relating to the same condition, that also involves either:</p> <ul style="list-style-type: none"><li>○ Two or more in-person visits to a health care provider for treatment within 30 days of the first day of incapacity unless extenuating circumstances exist. The first visit must be within seven days of the first day of incapacity; or,</li><li>○ At least one in-person visit to a health care provider for treatment within seven days of the first day of incapacity, which results in a regimen of continuing treatment under the supervision of the health care provider. For example, the health provider might prescribe a course of prescription medication or therapy requiring special equipment.</li></ul>
<p><b><u>Pregnancy:</u></b> Any period of incapacity due to pregnancy or for prenatal care.</p>
<p><b><u>Chronic Conditions:</u></b> Any period of incapacity due to or treatment for a chronic serious health condition, such as diabetes, asthma, migraine headaches. A chronic serious health condition is one which requires visits to a health care provider (or nurse supervised by the provider) at least twice a year and recurs over an extended period of time. A chronic condition may cause episodic rather than a continuing period of incapacity.</p>
<p><b><u>Permanent or Long-term Conditions:</u></b> A period of incapacity which is permanent or long-term due to a condition for which treatment may not be effective, but which requires the continuing supervision of a health care provider, such as Alzheimer’s disease or the terminal stages of cancer.</p>
<p><b><u>Conditions Requiring Multiple Treatments:</u></b> Restorative surgery after an accident or other injury; or, a condition that would likely result in a period of incapacity of more than three consecutive, full calendar days if the patient did not receive the treatment.</p>

**PAPERWORK REDUCTION ACT NOTICE AND PUBLIC BURDEN STATEMENT**

If submitted, it is mandatory for employers to retain a copy of this disclosure in their records for three years. 29 U.S.C. § 2616; 29 C.F.R. § 825.500. Persons are not required to respond to this collection of information unless it displays a currently valid OMB control number. The Department of Labor estimates that it will take an average of 15 minutes for respondents to complete this collection of information, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. If you have any comments regarding this burden estimate or any other aspect of this collection information, including suggestions for reducing this burden, send them to the Administrator, Wage and Hour Division, U.S. Department of Labor, Room S-3502, 200 Constitution Avenue, N.W., Washington, D.C. 20210.

**DO NOT SEND COMPLETED FORM TO THE DEPARTMENT OF LABOR. RETURN TO THE PATIENT.**

**Certification of Health Care Provider for  
Family Member's Serious Health Condition  
under the Family and Medical Leave Act**

**U.S. Department of Labor  
Wage Hour Division**



**DO NOT SEND COMPLETED FORM TO THE DEPARTMENT OF LABOR.  
RETURN TO THE PATIENT.**

OMB Control Number: 1235-0003  
Expires: 6/30/2023

The Family and Medical Leave Act (FMLA) provides that an employer may require an employee seeking FMLA leave to care for a family member with a serious health condition to submit a medical certification issued by the family member's health care provider. 29 U.S.C. §§ 2613, 2614(c)(3); 29 C.F.R. § 825.305. The employer must give the employee **at least 15 calendar days** to provide the certification. If the employee fails to provide complete and sufficient medical certification, his or her FMLA leave request may be denied. 29 C.F.R. § 825.313. Information about the FMLA may be found [on the WHD website at www.dol.gov/agencies/whd/fmla](http://www.dol.gov/agencies/whd/fmla).

**SECTION I - EMPLOYER**

Either the employee or the employer may complete Section I. While use of this form is optional, this form asks the health care provider for the information necessary for a complete and sufficient medical certification, which is set out at 29 C.F.R. § 825.306. **You may not ask the employee to provide more information than allowed under the FMLA regulations, 29 C.F.R. §§ 825.306-825.308.** Additionally, you **may not** request a certification for FMLA leave to bond with a healthy newborn child or a child placed for adoption or foster care.

Employers must generally maintain records and documents relating to medical information, medical certifications, recertifications, or medical histories of employees or employees' family members created for FMLA purposes as confidential medical records in separate files/records from the usual personnel files and in accordance with 29 C.F.R. § 1630.14(c)(1), if the Americans with Disabilities Act applies, and in accordance with 29 C.F.R. § 1635.9, if the Genetic Information Nondiscrimination Act applies.

(1) Employee name: \_\_\_\_\_  
*First Middle Last*

(2) Employer name: \_\_\_\_\_ Date: \_\_\_\_\_ (mm/dd/yyyy)  
*(List date certification requested)*

(3) The medical certification must be returned by \_\_\_\_\_ (mm/dd/yyyy)  
*(Must allow at least 15 calendar days from the date requested, unless it is not feasible despite the employee's diligent, good faith efforts.)*

**SECTION II - EMPLOYEE**

Please complete and sign Section II before providing this form to your family member or your family member's health care provider. The FMLA allows an employer to require that you submit a timely, complete, and sufficient medical certification to support a request for FMLA leave due to the serious health condition of your family member. If requested by your employer, your response is required to obtain or retain the benefit of the FMLA protections. 29 U.S.C. §§ 2613, 2614(c)(3). **You are responsible for making sure the medical certification is provided to your employer within the time frame requested, which must be at least 15 calendar days.** 29 C.F.R. §§ 825.305-825.306. Failure to provide a complete and sufficient medical certification may result in a denial of your FMLA leave request. 29 C.F.R. § 825.313.

(1) Name of the family member for whom you will provide care: \_\_\_\_\_

(2) Select the relationship of the family member to you. The family member is your:

- Spouse                       Parent                       Child, under age 18  
 Child, age 18 or older and incapable of self-care because of a mental or physical disability

Spouse means a husband or wife as defined or recognized in the state where the individual was married, including in a common law marriage or same-sex marriage. The terms "child" and "parent" include *in loco parentis* relationships in which a person assumes the obligations of a parent to a child. An employee may take FMLA leave to care for an individual who assumed the obligations of a parent to the employee when the employee was a child. An employee may also take FMLA leave to care for a child for whom the employee has assumed the obligations of a parent. No legal or biological relationship is necessary.

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

(3) Briefly describe the care you will provide to your family member: *(Check all that apply)*

- Assistance with basic medical, hygienic, nutritional, or safety needs  Transportation  
 Physical Care  Psychological Comfort  Other: \_\_\_\_\_

(4) Give your **best estimate** of the amount of leave needed to provide the care described: \_\_\_\_\_

(5) If a **reduced work schedule** is necessary to provide the care described, give your **best estimate** of the reduced schedule you are able to work. From \_\_\_\_\_ *(mm/dd/yyyy)* to \_\_\_\_\_ *(mm/dd/yyyy)*, I am able to work \_\_\_\_\_ *(hours per day)* \_\_\_\_\_ *(days per week)*.

Employee Signature \_\_\_\_\_ Date \_\_\_\_\_ *(mm/dd/yyyy)*

### SECTION III - HEALTH CARE PROVIDER

Please provide your contact information, complete all relevant parts of this Section, and sign the form below. A family member of your patient has requested leave under the FMLA to care for your patient. The FMLA allows an employer to require that the employee submit a timely, complete, and sufficient medical certification to support a request for FMLA leave to care for a family member with a serious health condition. For FMLA purposes, a “serious health condition” means an illness, injury, impairment, or physical or mental condition that *involves inpatient care or continuing treatment by a health care provider*. For more information about the definitions of a serious health condition under the FMLA, see the chart at the end of the form.

You also may, but are **not required** to, provide other appropriate medical facts including symptoms, diagnosis, or any regimen of continuing treatment such as the use of specialized equipment. Please note that some state or local laws may not allow disclosure of private medical information about the patient’s serious health condition, such as providing the diagnosis and/or course of treatment.

Health Care Provider’s name: *(Print)* \_\_\_\_\_

Health Care Provider’s business address: \_\_\_\_\_

Type of practice / Medical specialty: \_\_\_\_\_

Telephone: (\_\_\_\_) \_\_\_\_\_ Fax: (\_\_\_\_) \_\_\_\_\_ E-mail: \_\_\_\_\_

#### **PART A: Medical Information**

Limit your response to the medical condition for which the employee is seeking FMLA leave. Your answers should be your **best estimate** based upon your medical knowledge, experience, and examination of the patient. **After completing Part A, complete Part B to provide information about the amount of leave needed.** Note: For FMLA purposes, “incapacity” means the inability to work, attend school, or perform regular daily activities due to the condition, treatment of the condition, or recovery from the condition. Do not provide information about genetic tests, as defined in 29 C.F.R. § 1635.3(f), genetic services, as defined in 29 C.F.R. § 1635.3(e), or the manifestation of disease or disorder in the employee’s family members, 29 C.F.R. § 1635.3(b).

(1) Patient’s Name: \_\_\_\_\_

(2) State the approximate date the condition started or will start: \_\_\_\_\_ *(mm/dd/yyyy)*

(3) Provide your **best estimate** of how long the condition lasted or will last: \_\_\_\_\_

(4) For FMLA to apply, care of the patient must be medically necessary. Briefly describe the type of care needed by the patient *(e.g., assistance with basic medical, hygienic, nutritional, safety, transportation needs, physical care, or psychological comfort)*.  
\_\_\_\_\_  
\_\_\_\_\_

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

(5) Check the box(es) for the questions below, as applicable. For all box(es) checked, the amount of leave needed must be provided in Part B.

**Inpatient Care:** The patient ( has been /  is expected to be) admitted for an overnight stay in a hospital, hospice, or residential medical care facility on the following date(s): \_\_\_\_\_

**Incapacity plus Treatment:** (e.g. outpatient surgery, strep throat)

Due to the condition, the patient ( has been /  is expected to be) incapacitated for *more than three* consecutive, full calendar days from \_\_\_\_\_ (mm/dd/yyyy) to \_\_\_\_\_ (mm/dd/yyyy).

The patient ( was /  will be) seen on the following date(s): \_\_\_\_\_

The condition ( has /  has not) also resulted in a course of continuing treatment under the supervision of a health care provider (e.g. prescription medication (other than over-the-counter) or therapy requiring special equipment)

**Pregnancy:** The condition is pregnancy. List the expected delivery date: \_\_\_\_\_ (mm/dd/yyyy).

**Chronic Conditions:** (e.g. asthma, migraine headaches) Due to the condition, it is medically necessary for the patient to have treatment visits at least twice per year.

**Permanent or Long Term Conditions:** (e.g. Alzheimer's, terminal stages of cancer) Due to the condition, incapacity is permanent or long term and requires the continuing supervision of a health care provider (even if active treatment is not being provided).

**Conditions requiring Multiple Treatments:** (e.g. chemotherapy treatments, restorative surgery) Due to the condition, it is medically necessary for the patient to receive multiple treatments.

**None of the above:** If none of the above condition(s) were checked, (i.e., inpatient care, pregnancy) no additional information is needed. Go to page 4 to sign and date the form.

(6) If needed, briefly describe other appropriate medical facts related to the condition(s) for which the employee seeks FMLA leave. (e.g., use of nebulizer, dialysis) \_\_\_\_\_

### **PART B: Amount of Leave Needed**

For the medical condition(s) checked in Part A, complete all that apply. Several questions seek a response as to the frequency or duration of a condition, treatment, etc. Your answer should be your **best estimate** based upon your medical knowledge, experience, and examination of the patient. Be as specific as you can; terms such as "lifetime," "unknown," or "indeterminate" may not be sufficient to determine if the benefits and protections of the FMLA apply.

(7) Due to the condition, the patient ( had /  will have) **planned medical treatment(s)** (scheduled medical visits) (e.g. psychotherapy, prenatal appointments) on the following date(s): \_\_\_\_\_

(8) Due to the condition, the patient ( was /  will be) **referred to other health care provider(s)** for evaluation or treatment(s).

State the nature of such treatments: (e.g. cardiologist, physical therapy) \_\_\_\_\_

Provide your **best estimate** of the beginning date \_\_\_\_\_ (mm/dd/yyyy) and end date \_\_\_\_\_ (mm/dd/yyyy) for the treatment(s).

Provide your **best estimate** of the duration of the treatment(s), including any period(s) of recovery \_\_\_\_\_ (e.g. 3 days/week)

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

- (9) Due to the condition, the patient ( was /  will be) **incapacitated for a continuous period of time**, including any time for treatment(s) and/or recovery.

Provide your **best estimate** of the beginning date: \_\_\_\_\_ (mm/dd/yyyy) and end date \_\_\_\_\_ (mm/dd/yyyy) for the period of incapacity.

- (10) Due to the condition it, ( was /  is /  will be) medically necessary for the employee to be absent from work to provide care for the patient on an **intermittent basis** (periodically), including for any episodes of incapacity i.e., episodic flare-ups. Provide your **best estimate** of how often (frequency) and how long (duration) the episodes of incapacity will likely last.

Over the next 6 months, episodes of incapacity are estimated to occur \_\_\_\_\_ times per ( day /  week /  month) and are likely to last approximately \_\_\_\_\_ (  hours /  days) per episode.

Signature of Health Care Provider \_\_\_\_\_ Date \_\_\_\_\_ (mm/dd/yyyy)

**Definitions of a Serious Health Condition (See 29 C.F.R. §§ 825.113-.115)**

**Inpatient Care**

- An overnight stay in a hospital, hospice, or residential medical care facility.
- Inpatient care includes any period of incapacity or any subsequent treatment in connection with the overnight stay.

**Continuing Treatment by a Health Care Provider (any one or more of the following)**

**Incapacity Plus Treatment:** A period of incapacity of more than three consecutive, full calendar days, and any subsequent treatment or period of incapacity relating to the same condition, that also involves either:

- Two or more in-person visits to a health care provider for treatment within 30 days of the first day of incapacity unless extenuating circumstances exist. The first visit must be within seven days of the first day of incapacity; or,
- At least one in-person visit to a health care provider for treatment within seven days of the first day of incapacity, which results in a regimen of continuing treatment under the supervision of the health care provider. For example, the health provider might prescribe a course of prescription medication or therapy requiring special equipment.

**Pregnancy:** Any period of incapacity due to pregnancy or for prenatal care.

**Chronic Conditions:** Any period of incapacity due to or treatment for a chronic serious health condition, such as diabetes, asthma, migraine headaches. A chronic serious health condition is one which requires visits to a health care provider (or nurse supervised by the provider) at least twice a year and recurs over an extended period of time. A chronic condition may cause episodic rather than a continuing period of incapacity.

**Permanent or Long-term Conditions:** A period of incapacity which is permanent or long-term due to a condition for which treatment may not be effective, but which requires the continuing supervision of a health care provider, such as Alzheimer's disease or the terminal stages of cancer.

**Conditions Requiring Multiple Treatments:** Restorative surgery after an accident or other injury; or, a condition that would likely result in a period of incapacity of more than three consecutive, full calendar days if the patient did not receive the treatment.

**PAPERWORK REDUCTION ACT NOTICE AND PUBLIC BURDEN STATEMENT**

If submitted, it is mandatory for employers to retain a copy of this disclosure in their records for three years. 29 U.S.C. § 2616; 29 C.F.R. § 825.500. Persons are not required to respond to this collection of information unless it displays a currently valid OMB control number. The Department of Labor estimates that it will take an average of 15 minutes for respondents to complete this collection of information, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. If you have any comments regarding this burden estimate or any other aspect of this collection information, including suggestions for reducing this burden, send them to the Administrator, Wage and Hour Division, U.S. Department of Labor, Room S-3502, 200 Constitution Avenue, N.W., Washington, D.C. 20210.

**DO NOT SEND COMPLETED FORM TO THE DEPARTMENT OF LABOR. RETURN TO THE PATIENT.**

**Certification for Military Family Leave for  
Qualifying Exigency  
under the Family and Medical Leave Act**

**U.S. Department of Labor  
Wage and Hour Division**



**DO NOT SEND FORM TO THE DEPARTMENT OF LABOR.  
RETURN THE COMPLETED FORM TO THE EMPLOYER.**

OMB Control Number: 1235-0003  
Expires: 6/30/2023

The Family and Medical Leave Act (FMLA) provides that eligible employees may take FMLA leave for a qualifying exigency while the employee's spouse, child, or parent (the military member) is on covered active duty or has been notified of an impending call or order to covered active duty. The FMLA allows an employer to require an employee seeking FMLA leave due to a qualifying exigency to submit a certification. 29 U.S.C. §§ 2613, 2614(c)(3). The employer must give the employee **at least 15 calendar days** to provide the certification. 29 C.F.R. § 825.305(b). If the employee fails to provide complete and sufficient certification, the employee's FMLA leave request may be denied. 29 C.F.R. § 825.313. Information about the FMLA may be found [on the WHD website at http://www.dol.gov/agencies/whd/fmla](http://www.dol.gov/agencies/whd/fmla).

**SECTION I - EMPLOYER**

Either the employee or the employer may complete Section I. While use of this form is optional, it asks the employee for the information necessary for a complete and sufficient qualifying exigency certification, which is set out at 29 C.F.R. § 825.309. **You may not ask the employee to provide more information than allowed under the FMLA regulations, 29 C.F.R. § 825.309.**

- (1) Employee name: \_\_\_\_\_  
*First Middle Last*
- (2) Employer name: \_\_\_\_\_ Date: \_\_\_\_\_ (mm/dd/yyyy)  
*(List date certification requested)*
- (3) This certification must be returned by \_\_\_\_\_ (mm/dd/yyyy).  
*(Must allow at least 15 calendar days from the date requested, unless it is not feasible despite the employee's diligent, good faith efforts.)*

**SECTION II - EMPLOYEE**

Please complete all Parts of Section II and sign the form before returning it to your employer. The FMLA allows an employer to require that you submit a timely, complete, and sufficient certification to support a request for FMLA leave due to a qualifying exigency. If requested by your employer, your response is required to obtain the benefits and protections of the FMLA. 29 C.F.R. § 825.309. Failure to provide a complete and sufficient certification may result in a denial of your FMLA leave request. A complete and sufficient certification to support a request for FMLA leave due to a qualifying exigency includes written documentation confirming a military member's covered active duty or call to covered active duty status. **You are responsible for making sure the certification is provided to your employer within the time frame requested, which must be at least 15 calendar days.** 29 C.F.R. § 825.313.

- (1) Provide the name of the military member on covered active duty or call to covered active duty status:  
\_\_\_\_\_  
*First Middle Last*
- (2) Select your relationship of the military member. The military member is your:  
 Spouse     Parent     Child, of any age

Spouse means a husband or wife as defined or recognized in the state where the individual was married, including a common law marriage or same-sex marriage. The terms "child" and "parent" include *in loco parentis* relationships in which a person assumes the obligations of a parent to a child. An employee may take FMLA leave for a qualifying exigency related a military member who assumed the obligations of a parent to the employee when the employee was a child. An employee may also take FMLA leave for a qualifying exigency related a military member for whom the employee has assumed the obligations of a parent. No legal or biological relationship is necessary.

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

**PART A: COVERED ACTIVE DUTY STATUS**

Covered active duty or call to covered active duty in the case of a member of the Regular Armed Forces means duty during the deployment of the member with the Armed Forces to a foreign country. Covered active duty or call to covered active duty in the case of a member of the Reserve components means duty during the deployment of the member with the Armed Forces to a foreign country under a Federal call or order to active duty in support of a contingency operation pursuant to: Section 688 of Title 10 of the United States Code; Section 12301(a) of Title 10 of the United States Code; Section 12302 of Title 10 of the United States Code; Section 12304 of Title 10 of the United States Code; Section 12305 of Title 10 of the United States Code; Section 12406 of Title 10 of the United States Code; chapter 15 of Title 10 of the United States Code; or, any other provision of law during a war or during a national emergency declared by the President or Congress so long as it is in support of a contingency operation. 10 U.S.C. § 101(a)(13)(B).

An employer may require the employee to provide a copy of the military member's active duty orders or other documentation issued by the military which indicates that the military member is on covered active duty or call to covered active duty status, and the dates of the military member's covered active duty service. **This information need only be provided to the employer once, unless additional leave is needed for a different military member or different deployment.**

- (3) Provide the dates of the military member's covered active duty service: \_\_\_\_\_
- (4) Please check one of the following and attach the indicated written document to support that the military member is on covered active duty or call to covered active duty status:
  - A copy of the military member's covered active duty orders
  - Other documentation from the military indicating that the military member is on covered active duty or has been notified of an impending call to covered active duty, such as official military correspondence from the military member's chain of command
  - I have previously provided my employer with sufficient written documentation confirming the military member's covered active duty or call to covered active duty status

**PART B: APPROPRIATE FACTS**

Under the FMLA, leave can be taken for a number of qualifying exigencies. 29 C.F.R. § 825.126(b). Complete and sufficient certification to support a request for FMLA leave due to a qualifying exigency includes available written documentation which supports the need for leave such as a copy of a meeting announcement for informational briefings sponsored by the military, a document confirming the military member's Rest and Recuperation leave, or other documentation issued by the military which indicates that the military member has been granted Rest and Recuperation leave, or a document confirming an appointment with a third party (e.g., a counselor or school official, or staff at a care facility, a copy of a bill for services for the handling of legal or financial affairs). Please provide appropriate facts related to the particular qualifying exigency to support the FMLA leave request, including information on the type of qualifying exigency and any available written documentation of the exigency event.

- (5) Select the appropriate **Qualifying Exigency Category** and, if needed, provide additional information related to the event:
  - Short notice deployment (*i.e.*, deployment within seven or fewer days of notice)
  - Military events and related activities (*e.g.*, *official ceremonies or events, or family support and assistance programs*):  
\_\_\_\_\_
  - Childcare related activities for the child of the military member (*e.g.*, *arranging for alternative childcare*):  
\_\_\_\_\_

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

- Care for the military member's parent (*e.g., admitting or transferring the parent to a new care facility*):  
\_\_\_\_\_
  - Financial and legal arrangements related to the deployment (*e.g., obtaining military identification cards*)
  - Counseling related to the deployment (*i.e., counseling provided by someone other than a health care provider*)
  - Military member's short-term, temporary Rest and Recuperation leave (R&R) (leave for this reason is limited to 15 calendar days for each instance of R&R)
  - Post deployment activities (*e.g., arrival ceremonies, or reintegration briefings and events*): \_\_\_\_\_
  - Any other event that the employee and employer agree is a qualifying exigency: \_\_\_\_\_
- (6) **Available written documentation** supporting this request for leave is ( attached /  not attached /  not available).

**PART C: AMOUNT OF LEAVE NEEDED**

**Provide information concerning the amount of leave that will be needed.** Several questions in this section seek a response as to the frequency or duration of the qualifying exigency leave needed. Be as specific as you can; terms such as “*unknown*” or “*indeterminate*” may not be sufficient to determine FMLA coverage.

- (7) List the approximate date exigency started or will start: \_\_\_\_\_ (*mm/dd/yyyy*)
- (8) Provide your best estimate of how long the exigency lasted or will last:  
From \_\_\_\_\_ (*mm/dd/yyyy*) to \_\_\_\_\_ (*mm/dd/yyyy*)
- (9) Due to a qualifying exigency, I need to work a **reduced schedule**. Provide your **best estimate** of the reduced schedule you are able to work:  
From \_\_\_\_\_ (*mm/dd/yyyy*) to \_\_\_\_\_ (*mm/dd/yyyy*)  
I am able to work \_\_\_\_\_  
(*e.g., 5 hours/day, up to 25 hours a week*)
- (10) Due to a qualifying exigency, I will need to be absent from work for a **continuous period of time**. Provide your **best estimate** of the beginning and ending dates for the period of absence:  
From \_\_\_\_\_ (*mm/dd/yyyy*) to \_\_\_\_\_ (*mm/dd/yyyy*)

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

(11) Due to a qualifying exigency, I will need to be absent from work on an **intermittent basis** (periodically).

Provide your **best estimate** of the frequency (how often) and duration (how long) of each appointment, meeting, or leave event, including any travel time.

Over the next 6 months, absences on an **intermittent basis** are estimated to occur: \_\_\_\_\_ times per  
(  day /  week /  month ) and are likely to last approximately \_\_\_\_\_ (  hours /  days ) per episode.

(12) My leave is due to a qualifying exigency that involves **Rest and Recuperation leave** (R & R) of the military member (leave for this reason is limited to 15 calendar days for each instance of R & R leave).

List the dates of the military member's R & R leave:

From \_\_\_\_\_ (mm/dd/yyyy) to \_\_\_\_\_ (mm/dd/yyyy)

**PART D: THIRD PARTY INFORMATION**

If applicable, please provide information below that may be used by your employer to verify meetings or appointments with a third party related to the qualifying exigency. Examples of meetings with third parties include: arranging for childcare or parental care, to attend non-medical counseling, to attend meetings with school, childcare or parental care providers, to make financial or legal arrangements, to act as the military member's representative before a federal, state, or local agency for purposes of obtaining, arranging or appealing military service benefits, or to attend any event sponsored by the military or military service organizations. This information may be used by your employer to verify that the information contained on this form is accurate.

Individual (e.g., name and title) or Entity / Organization: \_\_\_\_\_

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

Telephone: (\_\_\_\_) \_\_\_\_\_ Fax: (\_\_\_\_) \_\_\_\_\_ E-mail: \_\_\_\_\_

Describe purpose of meeting: \_\_\_\_\_

Employee  
Signature \_\_\_\_\_ Date \_\_\_\_\_ (mm/dd/yyyy)

**PAPERWORK REDUCTION ACT NOTICE AND PUBLIC BURDEN STATEMENT**

If submitted, it is mandatory for employers to retain a copy of this disclosure in their records for three years. 29 U.S.C. § 2616; 29 C.F.R. § 825.500. Persons are not required to respond to this collection of information unless it displays a currently valid OMB control number. The Department of Labor estimates that it will take an average of 15 minutes for respondents to complete this collection of information, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. If you have any comments regarding this burden estimate or any other aspect of this collection information, including suggestions for reducing this burden, send them to the Administrator, Wage and Hour Division, U.S. Department of Labor, Room S-3502, 200 Constitution Avenue, N.W., Washington, D.C. 20210.

**DO NOT SEND THE COMPLETED FORM TO THE DEPARTMENT OF LABOR.  
RETURN FORM TO THE EMPLOYER.**

**Certification for Serious Injury or Illness of a  
Current Servicemember for Military Caregiver Leave  
under the Family and Medical Leave Act**

**U.S. Department of Labor  
Wage Hour Division**



**DO NOT SEND COMPLETED FORM TO THE DEPARTMENT OF LABOR.  
RETURN TO THE PATIENT.**

OMB Control Number: 1235-0003  
Expires: 6/30/2023

The Family and Medical Leave Act (FMLA) provides that eligible employees may take FMLA leave to care for a covered servicemember with a serious illness or injury. The FMLA allows an employer to require an employee seeking FMLA leave for this purpose to submit a medical certification. 29 U.S.C. §§ 2613, 2614(c)(3). The employer must give the employee **at least 15 calendar days** to provide the certification. If the employee fails to provide complete and sufficient certification, his or her FMLA leave request may be denied. 29 C.F.R. § 825.313. Information about the FMLA may be found [on the WHD website at www.dol.gov/agencies/whd/fmla](http://www.dol.gov/agencies/whd/fmla).

**SECTION I - EMPLOYER**

Either the employee or the employer may complete Section I. While use of this form is optional, it asks the health care provider for the information necessary for a complete and sufficient medical certification. **You may not ask the employee to provide more information than allowed under the FMLA regulations, 29 C.F.R. § 825.310. Recertifications are not allowed for FMLA leave to care for a covered servicemember. Where medical certification is requested by an employer, an employee may not be held liable for administrative delays in the issuance of military documents, despite the employee's diligent, good-faith efforts to obtain such documents.** An employer requiring an employee to submit a certification for leave to care for a covered servicemember **must** accept as sufficient certification invitational travel orders (ITOs) or invitational travel authorizations (ITAs) issued to any family member to join an injured or ill servicemember at the servicemember's bedside. An ITO or ITA is sufficient certification for the duration of time specified in the ITO or ITA.

Employers must generally maintain records and documents relating to medical information, medical certifications, recertifications, or medical histories of employees or employees' family members created for FMLA purposes as confidential medical records in separate files/records from the usual personnel files and in accordance with 29 C.F.R. § 1630.14(c)(1), if the Americans with Disabilities Act applies, and in accordance with 29 C.F.R. § 1635.9, if the Genetic Information Nondiscrimination Act applies.

- (1) Employee name: \_\_\_\_\_  
*First Middle Last*
- (2) Employer name: \_\_\_\_\_ Date: \_\_\_\_\_ (mm/dd/yyyy)  
*(List date certification requested)*
- (3) This certification must be returned by: \_\_\_\_\_ (mm/dd/yyyy)  
*(Must allow at least 15 calendar days from the date requested, unless it is not feasible despite the employee's diligent, good faith efforts.)*

**SECTION II - EMPLOYEE and/or CURRENT SERVICEMEMBER**

Please complete all Parts of Section II before having the servicemember's health care provider complete Section III. The FMLA allows an employer to require that an employee submit a timely, complete, and sufficient certification to support a request for FMLA leave due to a serious injury or illness of a covered servicemember. If requested by your employer, your response is required to obtain or retain the benefit of FMLA-protected leave.

**PART A: EMPLOYEE INFORMATION**

- (1) Name of the current servicemember for whom employee is requesting leave: \_\_\_\_\_

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

(2) Select your relationship to the current servicemember. You are the current servicemember's:

- Spouse                       Parent                       Child                       Next of Kin

Spouse means a husband or wife as defined or recognized in the state where the individual was married, including a common law marriage or same-sex marriage. The terms "child" and "parent" include *in loco parentis* relationships in which a person assumes the obligations of a parent to a child. An employee may take FMLA leave to care for a covered servicemember who assumed the obligations of a parent to the employee when the employee was a child. An employee may also take FMLA leave to care for a covered servicemember for whom the employee has assumed the obligations of a parent. No biological or legal relationship is necessary. "Next of kin" is the servicemember's nearest blood relative, other than the spouse, parent, son, or daughter, in the following order of priority: (1) a blood relative as designated in writing by the servicemember for purposes of FMLA leave, (2) blood relatives granted legal custody of the servicemember, (3) brothers and sisters, (4) grandparents, (5) aunts and uncles, and (6) first cousins.

**PART B: SERVICEMEMBER INFORMATION AND CARE TO BE PROVIDED TO THE SERVICEMEMBER**

(3) The servicemember ( is /  is not) a current member of the Regular Armed Forces, the National Guard or Reserves. If yes, provide the servicemember's military branch, rank and unit currently assigned to: \_\_\_\_\_

(4) The servicemember ( is /  is not) assigned to a military medical treatment facility as an outpatient or to a unit established for the purpose of providing command and control of members of the Armed Forces receiving medical care as outpatients, such as a medical hold or warrior transition unit. If yes, provide the name of the medical treatment facility or unit: \_\_\_\_\_

(5) The servicemember ( is /  is not) on the Temporary Disability Retired List (TDRL).

(6) Briefly describe the care you will provide to the servicemember: *(Check all that apply)*

- Assistance with basic medical, hygienic, nutritional, or safety needs  
 Psychological Comfort                       Physical Care  
 Transportation                                       Other: \_\_\_\_\_

(7) Give your **best estimate** of the amount of leave needed to provide the care described: \_\_\_\_\_

(8) If a reduced work schedule is necessary to provide the care described, give your **best estimate** of the reduced work schedule you are able to work. From \_\_\_\_\_ (mm/dd/yyyy) to \_\_\_\_\_ (mm/dd/yyyy), I am able to work: \_\_\_\_\_ (hours per day) \_\_\_\_\_ (days per week).

**SECTION III - HEALTH CARE PROVIDER**

Please provide your contact information, complete all Parts of this Section fully and completely, and sign the form below. The employee listed at Section I has requested leave under the FMLA to care for a family member who is a current member of the Regular Armed Forces, the National Guard, or the Reserves who is undergoing medical treatment, recuperation, or therapy, is otherwise in outpatient status, or is otherwise on the temporary disability retired list for a serious injury or illness. Note: For purposes of FMLA leave, a serious injury or illness is one that was incurred in the line of duty on active duty in the Armed Forces or that existed before the beginning of the member's active duty and was aggravated by service in the line of duty on active duty in the Armed Forces that may render the servicemember medically unfit to perform the duties of the servicemember's office, grade, rank, or rating. "Need for care" includes both physical and psychological care. It includes situations where, for example, due to his or her serious injury or illness, the servicemember is not able to care for his or her own basic medical, hygienic, or nutritional needs or safety, or needs transportation to the doctor. It also includes providing psychological comfort and reassurance which would be beneficial to the servicemember who is receiving inpatient or home

**Employee Name:** \_\_\_\_\_

care. A complete and sufficient certification to support a request for FMLA leave due to a current servicemember's serious injury or illness includes written documentation confirming that the servicemember's injury or illness was incurred in the line of duty on active duty or if not, that the current servicemember's injury or illness existed before the beginning of the servicemember's active duty and was aggravated by service in the line of duty on active duty in the Armed Forces, and that the current servicemember is undergoing treatment for such injury or illness by a health care provider listed above.

**PART A: HEALTH CARE PROVIDER INFORMATION**

Health Care Provider's Name: *(Print)* \_\_\_\_\_

Health Care Provider's business address: \_\_\_\_\_

Type of practice/Medical specialty: \_\_\_\_\_

Telephone: (\_\_\_\_) \_\_\_\_\_ Fax: (\_\_\_\_) \_\_\_\_\_ E-mail: \_\_\_\_\_

Please select the type of FMLA health care provider you are:

- DOD health care provider
- VA health care provider
- DOD TRICARE network authorized private health care provider
- DOD non-network TRICARE authorized private health care provider
- Health care provider as defined in 29 C.F.R. § 825.125

**PART B: MEDICAL INFORMATION**

Please provide appropriate medical information of the patient as requested below. Limit your responses to the servicemember's condition for which the employee is seeking leave. If you are unable to make some of the military-related determinations contained below, you are permitted to rely upon determinations from an authorized DOD representative, such as a DOD recovery care coordinator. Do not provide information about genetic tests, as defined in 29 C.F.R. § 1635.3(f), or genetic services, as defined in 29 C.F.R. § 1635.3(e).

(1) Patient's Name: \_\_\_\_\_

(2) List the approximate date condition started or will start: \_\_\_\_\_ *(mm/dd/yyyy)*

(3) Provide your **best estimate** of how long the condition will last: \_\_\_\_\_

(4) The servicemember's injury or illness: *(Select as appropriate)*

- Was incurred in the line of duty on active duty.
- Existed before the beginning of the servicemember's active duty and was aggravated by service in the line of duty on active duty.
- None of the above.

(5) The servicemember ( is /  is not) undergoing medical treatment, recuperation, or therapy for this condition.

If yes, briefly describe the medical treatment, recuperation or therapy: \_\_\_\_\_

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

- (6) The current servicemember's medical condition is classified as: *(Select as appropriate)*
- (VSI) Very Seriously Ill/Injured** Illness/Injury is of such a severity that life is imminently endangered. Family members are requested at bedside immediately. *Please note this is an internal DOD casualty assistance designation used by DOD healthcare providers.*
  - (SI) Seriously Ill/Injured** Illness/injury is of such severity that there is cause for immediate concern, but there is no imminent danger to life. Family members are requested at bedside. *Please note this is an internal DOD casualty assistance designation used by DOD healthcare providers.*
  - OTHER Ill/Injured** A serious injury or illness that may render the servicemember medically unfit to perform the duties of the member's office, grade, rank, or rating.
  - NONE OF THE ABOVE.** *Note to Employee: If this box is checked, you may still be eligible to take leave to care for a covered family member with a "serious health condition" under 29 C.F.R. § 825.113 of the FMLA. If such leave is requested, you may be required to complete DOL FORM WH-380-F or an employer-provided form seeking the same information.*

**PART C: AMOUNT OF LEAVE NEEDED**

For the medical condition checked in Part B, complete all that apply. Some questions seek a response as to the frequency or duration of a condition, treatment, etc. Your answer should be your **best estimate** based upon your medical knowledge, experience, and examination of the patient. Be as specific as you can; terms such as "lifetime," "unknown," or "indeterminate" may not be sufficient to determine FMLA coverage.

- (7) Due to the condition, the servicemember will need care for a **continuous period of time**, including any time for treatment and recovery. Provide your **best estimate** of the beginning date \_\_\_\_\_ (mm/dd/yyyy) and end date \_\_\_\_\_ (mm/dd/yyyy) for this period of time.
- (8) Due to the condition, it is medically necessary for the servicemember to attend **planned medical treatment** appointments (scheduled medical visits). Provide your **best estimate** of the duration of the treatment(s), including any period(s) of recovery \_\_\_\_\_ (e.g. 3 days/week)
- (9) Due to the condition, it is medically necessary for the servicemember to receive care on an **intermittent basis** (periodically), such as the care needed because of episodic flare-ups of the condition or assisting with the servicemember's recovery. Provide your **best estimate** of how often (frequency) and how long (the duration) the intermittent episodes will likely last.

Over the next 6 months, intermittent care is estimated to occur \_\_\_\_\_ times per  
( day /  week /  month) and are likely to last approximately \_\_\_\_\_ (  hours /  days) per episode.

Signature of  
Health Care Provider \_\_\_\_\_ Date \_\_\_\_\_ (mm/dd/yyyy)

**PAPERWORK REDUCTION ACT NOTICE AND PUBLIC BURDEN STATEMENT**

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**DO NOT SEND THE COMPLETED FORM TO THE DEPARTMENT OF LABOR. RETURN IT TO THE PATIENT.**



### NEBRASKA WITHDRAWAL FROM MANDATORY ATTENDANCE FORM

\_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_ submitted a written request to  
 Requester's Name Address City  
 \_\_\_\_\_, \_\_\_\_\_, alleging that he/she was a  
 District Name District Code  
 person with legal or actual charge or control of \_\_\_\_\_, with the child's  
 Child's First Name Child's Middle Name Child's Last Name  
 date of birth being \_\_\_\_/\_\_\_\_/\_\_\_\_, and having a NDE Student ID \_\_\_\_\_, and that said child be withdrawn  
 Month/Day/Year ID #  
 from school under the provisions of section 79-202 of the Nebraska Reissue Revised Statutes. Said child currently  
 attends \_\_\_\_\_.  
 School of Attendance Name School of Attendance Code

An exit interview was conducted on \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, with the following being present:  
 Day Month Year

\_\_\_\_\_  
 First and Last Name of Person Making Written Request with Legal or Actual Control of Child  
 \_\_\_\_\_  
 First and Last Name of Child (May be Left Blank if Reason is Illness)  
 \_\_\_\_\_  
 First and Last Name of Principal or Designee if Child is Currently Enrolled in District  
 \_\_\_\_\_  
 First and Last Name(s) of Other Persons Present and their Relationship to the Child  
 \_\_\_\_\_  
 First and Last Name of Superintendent or Designee

\_\_\_\_\_ presented evidence that (a) the person has legal or actual charge or control of the  
 Name of Person Making Request  
 child and (b) the child would be withdrawing due to:

- (i) financial hardships requiring the child to be employed to support the child's family or one or more dependents of the child, or
- (ii) an illness of the child making attendance impossible or impracticable.

All known alternative educational opportunities, including vocational courses of study, that are available to the child in the school district and how withdrawing from school is likely to reduce potential future earnings for the child and increase the likelihood of the child being unemployed in the future were presented and discussed.

I, being the person making the written request to withdraw the child, hereby affixes my signature representing that I attended said exit interview, all of the requirements having been presented and discussed, and I agree to the withdrawal of the child.

\_\_\_\_\_  
 Signature of Requester Signature of Child (May be left blank if Reason is Illness)

My signature below acknowledges that the exit interview was held, the required information was provided and discussed at the interview, and, that in my opinion, based upon the evidence presented at the exit interview, the person making the written request does in fact have legal or actual charge or control of the child, and the child is experiencing:

- (a) financial hardships requiring the child to be employed to support the child's family or one or more dependents of the child, or
- (b) an illness of the child making attendance impossible or impracticable.

\_\_\_\_\_  
 Superintendent's or Designee's Signature Date of Signature

79-202. (1) A person who has legal or actual charge or control of a child who is at least sixteen years of age but less than eighteen years of age may withdraw such child from school before graduation and be exempt from the mandatory attendance requirements of section 79-201 if an exit interview is conducted and the withdrawal form is signed as required by subsections (2) through (5) of this section for a child enrolled in a public, private, denominational, or parochial school or if a signed notarized release form is filed with the Commissioner of Education as required by subsection (6) of this section for a child enrolled in a school that elects pursuant to section 79-1601 not to meet accreditation or approval requirements.

(2) Upon the written request of any person who has legal or actual charge or control of a child who is at least sixteen years of age but less than eighteen years of age, the superintendent of a school district or the superintendent's designee shall conduct an exit interview if the child (a) is enrolled in a school operated by the school district or (b) resides in the school district and is enrolled in a private, denominational, or parochial school.

(3) The superintendent or the superintendent's designee shall set the time and place for the exit interview which shall be personally attended by: (a) The child, unless the withdrawal is being requested due to an illness of the child making attendance at the exit interview impossible or impracticable; (b) the person who has legal or actual charge or control of the child who requested the exit interview; (c) the superintendent or the superintendent's designee; (d) the child's principal or the principal's designee if the child at the time of the exit interview is enrolled in a school operated by the school district; and (e) any other person requested by any of the required parties who agrees to attend the exit interview and is available at the time designated for the exit interview which may include, but need not be limited to, other school district personnel or the child's principal or such principal's designee if the child is enrolled in a private, denominational, or parochial school.

(4) At the exit interview, the person making the written request pursuant to subsection (2) of this section shall present evidence that (a) the person has legal or actual charge or control of the child and (b) the child would be withdrawing due to either (i) financial hardships requiring the child to be employed to support the child's family or one or more dependents of the child or (ii) an illness of the child making attendance impossible or impracticable. The superintendent or superintendent's designee shall identify all known alternative educational opportunities, including vocational courses of study, that are available to the child in the school district and how withdrawing from school is likely to reduce potential future earnings for the child and increase the likelihood of the child being unemployed in the future. Any other relevant information may be presented and discussed by any of the parties in attendance.

(5)(a) At the conclusion of the exit interview, the person making the written request pursuant to subsection (2) of this section may sign the withdrawal form provided by the school district agreeing to the withdrawal of the child or may rescind the written request for the withdrawal. (b) Any withdrawal form signed by the person making the written request pursuant to subsection (2) of this section shall be valid only if (i) the child signs the form unless the withdrawal is being requested due to an illness of the child making attendance at the exit interview impossible or impracticable and (ii) the superintendent or superintendent's designee signs the form acknowledging that the interview was held, the required information was provided and discussed at the interview, and, in the opinion of the superintendent or the superintendent's designee, the person making the written request pursuant to subsection (2) of this section does in fact have legal or actual charge or control of the child and the child is experiencing either (A) financial hardships requiring the child to be employed to support the child's family or one or more dependents of the child or (B) an illness making attendance impossible or impracticable.

(6) A person who has legal or actual charge or control of the child who is at least sixteen years of age but less than eighteen years of age may withdraw such a child before graduation and be exempt from the mandatory attendance requirements of section 79-201 if such child has been enrolled in a school that elects pursuant to section 79-1601 not to meet the accreditation or approval requirements by filing with the State Department of Education a signed notarized release on a form prescribed by the Commissioner of Education.

(7) A child who has been withdrawn from school pursuant to this section may enroll in a school district at a later date as provided in section 79-215 or may enroll in a private, denominational, or parochial school or a school which elects pursuant to section 79-1601 not to meet accreditation or approval requirements. Any such enrollment shall void the withdrawal form previously entered, and the provisions of sections 79-201 to 79-210 shall apply to the child.

(8) The Commissioner of Education shall prescribe the required form for withdrawals pursuant to this section and determine and direct either that (a) withdrawal forms of school districts for any child who is withdrawn from school pursuant to this section and subdivision (3)(c) of section 79-201 shall be provided annually to the State Department of Education or (b) data regarding such students shall be collected under subsection (2) of section 79-528.

**RELEASE FORM**  
*(For Child Age 6 to Not Attend School)*

The undersigned, being first duly sworn, states upon oath as follows:

I am the parent or guardian of \_\_\_\_\_ (Child's name). The Child's date of birth is \_\_\_\_\_. The Child has or will reach the age of six prior to January 1 of the current school year, but will not reach age seven prior to January 1 of the current school year.

I elect to not enroll the Child in an accredited school this school year and hereby affirm (check or initial appropriate exception for attendance):

\_\_\_\_\_ the Child is participating in an education program that the parent or guardian believes will prepare the child to enter grade one for the following school year; or

\_\_\_\_\_ the parent or guardian intends for the Child to participate in a school which has elected or will elect pursuant to law not to meet accreditation or approval requirements and the parent or guardian intends to provide the Commissioner of Education with a statement pursuant to section 79-1601(3) on or before the child's seventh birthday.

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

\_\_\_\_\_  
Parent or Guardian

**Disenroll to Attend Homeschool**

I am the parent or guardian of \_\_\_\_\_ (Child's name).

I elect to disenroll the Child from an accredited school this school year and hereby affirm \_that I intend for the Child to participate in a school which has elected or will elect pursuant to law not to meet accreditation or approval requirements (a homeschool) and will provide the Commissioner of Education with a statement confirming such homeschool status.

\_\_\_\_\_  
Parent or Guardian

\_\_\_\_\_  
Date

Students (& Employees)Anti-discrimination, Anti-harassment, and Anti-retaliation**A. Elimination of Discrimination.**

The Wausa Public School District hereby gives this statement of compliance and intends to comply with all state and federal laws prohibiting discrimination. This school district intends to take any necessary measures to assure compliance with such laws against any prohibited form of discrimination.

The Wausa Public School District does not discriminate on the basis of sex, disability, race (including skin color, hair texture and protective hairstyles), color, religion, veteran status, national or ethnic origin, age, marital status, pregnancy, childbirth or related medical condition, sexual orientation or gender identity, or other protected status in its programs and activities and provides equal access to the Boy Scouts and other designated youth groups. The following persons have been designated to handle inquiries regarding the non-discrimination policies:

Students: Shane Anderson, Principal, 300 S. Bismark St., Wausa, NE 68786 (402) 586-2255 (shaneanderson@wausaschools.org)

Employees and Others: Brad Hoelsing, Superintendentl, 300 S. Bismark St., Wausa, NE 68786 (402) 586-2255 (bradhoelsing@wausaschools.org)

Complaints or concerns involving discrimination or needs for accommodation or access should be addressed to the appropriate Coordinator. For further information about anti-discrimination laws and regulations, or to file a complaint of discrimination with the Office for Civil Rights in the U.S. Department of Education (OCR), please contact OCR at One Petticoat Lane, 1010 Walnut Street, 3rd Floor, Suite 320, Kansas City, Missouri 64106, (816) 268-0550 (voice), Fax (816) 268-0599, (800) 877-8339 (telecommunications device for the deaf), or ocr.kansascity@ed.gov.

**B. Prohibited Harassment, Discrimination, and Retaliation of Employees, Students and Others.****1. Purpose:**

The Wausa Public School District is committed to offering employment and educational opportunity to its employees and students in a climate free of discrimination. Accordingly, unlawful discrimination, harassment and retaliation of any kind by District employees, including, co-workers, non-employees (such as volunteers), third parties, and others is strictly prohibited and will not be tolerated.

Harassment is a form of discrimination and includes verbal, non-verbal, written, graphic, or physical conduct relating to a person's sex, disability, race (including skin color, hair texture and protective hairstyles), color, religion, veteran status, national or ethnic origin, age, marital status, pregnancy, childbirth or related medical condition, sexual orientation or gender identity, or other protected status, that is sufficiently serious to deny, interfere with, or limit a person's ability to participate in or benefit from an educational or work program or activity, including, but not limited to:

- a. Conduct that is sufficiently severe or pervasive to create an intimidating, hostile, or abusive educational or work environment, or
- b. Requiring an individual to endure the offensive conduct as a condition of continued employment or educational programs or activities, including the receipt of aids, benefits, and services.

Educational programs and activities include all academic, educational, extracurricular, athletic, and other programs of the school, whether those programs take place in a school's facilities, on a school bus, at a class or training program sponsored by the school at another location, or elsewhere.

Discriminatory harassment because of a person's sex, disability, race (including skin color, hair texture and protective hairstyles), color, religion, veteran status, national or ethnic origin, age, marital status, pregnancy, childbirth or related medical condition, sexual orientation or gender identity, or other protected status, may include, but is not limited to:

- a. Name-calling,
- b. Teasing or taunting,
- c. Insults, slurs, or derogatory names or remarks,
- d. Demeaning jokes,
- e. Inappropriate gestures,
- f. Graffiti or inappropriate written or electronic material,
- g. Visual displays, such as cartoons, posters, or electronic images,
- h. Threats or intimidating or hostile conduct,
- i. Physical acts of aggression, assault, or violence, or
- j. Criminal offenses

The following examples are additional or more specific examples of conduct that may constitute sexual harassment:

- a. Unwelcome sexual advances or propositions,
- b. Requests or pressure for sexual favors,
- c. Comments about an individual's body, sexual activity, or sexual attractiveness,
- d. Physical contact or touching of a sexual nature, including touching intimate body parts and inappropriate patting, pinching, rubbing, or brushing against another's body,
- e. Physical sexual acts of aggression, assault, or violence, including criminal offenses (such as rape, sexual assault or battery, and sexually motivated stalking), against a person's will or where a person is incapable of giving consent due to the victim's age, intellectual disability, or use of drugs or alcohol,
- f. Requiring sexual favors or contact in exchange for aids, benefits, or services, such as grades, awards, privileges, promotions, etc., or
- g. Gender-based harassment; acts of verbal, nonverbal, written, graphic, or physical conduct based on sex or sex-stereotyping, but not involving conduct of a sexual nature.

If the District knows or reasonably should know about possible harassment, including violence, the District will conduct a prompt, adequate, reliable, thorough, and impartial investigation to determine whether unlawful harassment occurred (see section entitled “Grievance Procedures,” below), and take appropriate interim measures, if necessary. If the District determines that unlawful harassment occurred, the District will take prompt and effective action to eliminate the harassment, prevent its recurrence, and remedy its effects, if appropriate. If harassment or violence that occurs off school property creates a hostile environment at school, the District will follow this policy and grievance procedure, within the scope of its authority.

All District employees are expected to take prompt and appropriate actions to report and prevent discrimination, harassment, and retaliation by others. Employees who witness or become aware of possible discrimination, including harassment and retaliation, must immediately report the conduct to his or her supervisor or the compliance coordinator designated to handle complaints of discrimination (designated compliance coordinator).

**2. Anti-retaliation:**

The District prohibits retaliation, intimidation, threats, coercion, or discrimination against any person for opposing discrimination, including harassment, or for participating in the District's discrimination complaint process or making a complaint, testifying, assisting, or participating in any manner, in an investigation, proceeding, or hearing. Retaliation is a form of discrimination.

The District will take immediate steps to stop retaliation and prevent its recurrence against the alleged victim and any person associated with the alleged victim. These steps will include, but are not limited to, notifying students, employees, and others, that they are protected from retaliation, ensuring that they know how to report future complaints, and initiating follow-up contact with the complainant to determine if any additional acts of discrimination, harassment, or retaliation have occurred. If retaliation occurs, the District will take prompt and strong responsive action, including possible discipline, including expulsion or termination, if applicable.

**3. Grievance (or Complaint) Procedures:**

Employees or students should initially report all instances of discrimination, harassment or retaliation to their immediate supervisor or teacher or to the compliance coordinator designated to handle complaints of discrimination (designated coordinator). If the employee or student is uncomfortable in presenting the problem to the supervisor or teacher, or if the supervisor or teacher is the problem, the employee or student may report the alleged discrimination, harassment or retaliation (“discrimination”) to the designated coordinator, or in the case of students, to another staff person (such as a counselor or principal).

Other individuals may report alleged discrimination to the designated coordinator. If the designated coordinator is the person alleged to have committed the discriminatory act, then the complaint should be submitted to the Superintendent for assignment. A discrimination complaint form is attached to this grievance procedure and is available in the office of each District building, on the District's website, and from the designated coordinators.

Under no circumstances will a person filing a complaint or grievance involving discrimination be retaliated against for filing the complaint or grievance.

*i. Level 1 (Investigation and Findings):*

Once the District receives a grievance, complaint or report alleging discrimination, harassment, or retaliation, or becomes aware of possible discriminatory conduct, the District will conduct a prompt, adequate, reliable, thorough, and impartial investigation to determine whether unlawful harassment occurred. If necessary, the District will take immediate, interim action or measures to protect the alleged victim and prevent further potential discrimination, harassment, or retaliation during the pending investigation. The alleged victim will be notified of his or her options to avoid contact with the alleged harasser, such as changing a class or prohibiting the alleged harasser from having any contact with the alleged victim pending the result of the District's investigation. The District will minimize any burden on the alleged victim when taking interim measures to protect the alleged victim.

The District will promptly investigate all complaints of discrimination, even if an outside entity or law enforcement agency is investigating a complaint involving the same facts and allegations. The District will not wait for the conclusion or outcome of a criminal investigation or proceeding to begin an investigation required by this grievance procedure. If the allegation(s) involve possible criminal conduct, the District will notify the complainant of his or her right to file a criminal complaint, and District employees will not dissuade the complainant from filing a criminal complaint either during or after the District's investigation.

The District will aim to complete its investigation within **ten (10) working days** after receiving a complaint or report, unless extenuating circumstances exist. Extenuating circumstances may include the unavailability of witnesses due to illness or incapacitation, or additional time needed because of the complexity of the investigation, the need for outside experts to evaluate the evidence (such as forensic evidence), or multiple complainants or victims. If extenuating circumstances exist, the extended timeframe to complete the investigation will **not exceed ten (10) additional working days without the consent of the complainant, unless the alleged victim agrees to a longer timeline.** Periodic status updates will be given to the parties, when appropriate.

The District's investigation will include, but is not limited to:

- a. Providing the parties with the opportunity to present witnesses and provide evidence.
- b. An evaluation of all relevant information and documentation relating to the alleged discriminatory conduct.
- c. For allegations involving harassment, some of the factors the District will consider include: 1) the nature of the conduct and whether the conduct was unwelcome, 2) the surrounding circumstances, expectations, and relationships, 3) the degree to which the conduct affected one or more students' education, 4) the type, frequency, and duration of the conduct, 5) the identity of and relationship between the alleged harasser and the suspect or suspects of the harassment, 6) the number of individuals

involved, 7) the age (and sex, if applicable) of the alleged harasser and the alleged victim(s) of the harassment, 8) the location of the incidents and the context in which they occurred, 9) the totality of the circumstances, and 10) other relevant evidence.

- d. A review of the evidence using a “preponderance of the evidence” standard (based on the evidence, is it more likely than not that discrimination, harassment, or retaliation occurred?)

The designated compliance coordinator (or designated investigator) will complete an investigative report, which will include:

- a. A summary of the facts,
- b. Findings regarding whether discrimination, harassment or other inappropriate conduct occurred, and
- c. If a finding is made that discrimination, harassment or other inappropriate conduct occurred, the recommended remedy or remedies necessary to eliminate discrimination, harassment or other inappropriate conduct.

If someone other than the designated compliance coordinator conducted the investigation, the compliance coordinator will review, approve, and sign the investigative report. The District will ensure that prompt, appropriate, and effective remedies are provided if a finding of discrimination, harassment, or retaliation is made. The District will maintain relevant documentation obtained during the investigation and documentation supportive of the findings and any subsequent determinations, including the investigative report, witness statements, interview summaries, and any transcripts or audio recordings, pertaining to the investigative and appeal proceedings.

The District will send concurrently to the parties written notification of the decision (findings and any remedy) regarding the complaint within **one (1) working day** after the investigation is completed. The Family Educational Rights and Privacy Act (FERPA), 20 U.S.C. § 11232g; 34 C.F.R. Part 99, permits the District to disclose relevant information to a student who was discriminated against or harassed.

*ii. Level 2 (Appeal to the Superintendent):*

If a party is not satisfied with the findings or remedies (or both) set forth in the decision, he or she may file an appeal in writing with the Superintendent within **five (5) working days** after receiving the decision. The Superintendent will review the appeal and the investigative documentation and decision, conduct additional investigation, if necessary, and issue a written determination about the appeal **within ten (10) working days** after receiving the appeal. The party who filed the appeal will be sent the Superintendent’s determination at the time it is issued, and a copy will be sent to the designated compliance coordinator. [If the Superintendent is the subject of the complaint, the party will file the appeal directly with the Board.]

*iii. Level 3 (Appeal to the Board):*

If the party is not satisfied with the Superintendent’s determination, he or she may file an appeal in writing with the Board of Education **within five (5) working days** after receiving the Superintendent’s determination. The Board of Education will review the appeal, the Superintendent’s determination, the investigative documentation and decision,

and allow the party to address the Board at a Board meeting to present his or her appeal. The party will be allowed to address the Board at the Board's next regularly scheduled Board meeting (unless the Board receives the appeal within one week of the next regularly scheduled Board meeting) or at a time and date agreed to by the Board, designated compliance officer and the party. The Board will issue a written determination about the appeal **within thirty (30) days** after the party addresses the Board. The party who filed the appeal will be sent the Board's determination at the time it is issued, and a copy will be sent to the designated compliance coordinator. The Board's determination, and any actions taken, will be final on behalf of the District.

**4. Confidentiality:**

The identity of the complainant will be kept confidential to the extent permitted by state and federal law. The District will notify the complainant of the anti-retaliation provisions of applicable laws and that the District will take steps to prevent retaliation and will take prompt and strong responsive actions if retaliation occurs.

If a complainant requests confidentiality or asks that the complaint not be pursued, the District will take all reasonable steps to investigate and respond to the complaint consistent with the request for confidentiality or the request not to pursue an investigation, as long as doing so does not prevent the District from responding effectively to the harassment and preventing harassment of other students. If a complainant insists that his or her name or other identifiable information not be disclosed to the alleged perpetrator, the District will inform the complainant that its ability to respond may be limited. Even if the District cannot take disciplinary action against the alleged harasser, the District will pursue other steps to limit the effects of the alleged harassment and prevent its recurrence, if warranted,

**5. Training:**

The District will ensure that relevant District employees, including but not limited to officials, administrators, teachers, substitute teachers, counselors, nurses and other health personnel, coaches, assistant coaches, paraprofessionals, aides, bus drivers, and school law enforcement officers, are adequately trained so they understand and know how to identify acts of discrimination, harassment, and retaliation, and how to report it to appropriate District officials or employees.

**6. Designated Compliance Coordinators:**

Designated compliance coordinators will be responsible for:

- a. Coordinating efforts to comply with anti-discrimination, anti-harassment, and anti-retaliation laws and regulations.
- b. Coordinating and implementing training for students and employees pertaining to anti-discrimination, anti-harassment and anti-retaliation laws and regulations, including the training areas listed above.
- c. Investigating complaints of discrimination (unless the coordinator designates other trained individuals to investigate).
- d. Monitoring substantiated complaints or reports of discrimination, as needed (and with the assistance of other District employees, if necessary), to ensure discrimination or harassment does not recur, and that retaliation conduct does not occur or recur.

- e. Overseeing discrimination complaints, including identifying and addressing any patterns or systemic problems, and reporting such patterns or systemic problems to the Superintendent and the Board of Education.
- f. Communicating regularly with the District's law enforcement unit investigating cases and providing current information to them pertaining to anti-discrimination, anti-harassment, and anti-retaliation standards and compliance requirements.
- g. Reviewing all evidence in harassment or violence cases brought before the District's disciplinary committee or administrator to determine whether the complainants are entitled to a remedy under anti-discrimination laws and regulations that was not available in the disciplinary process.
- h. Ensuring that investigations address whether other students or employees may have been subjected to discrimination, including harassment and retaliation.
- i. Determining whether District employees with knowledge of allegations of discrimination, including harassment and retaliation, failed to carry out their duties in reporting the allegations to the designated compliance coordinator and responding to the allegations.
- j. Recommending changes to this policy and grievance procedure.
- k. Performing other duties as assigned.

The designated compliance coordinators will not have other job responsibilities that may create a conflict of interest with their coordinator responsibilities.

**7. Preventive Measures:**

The District will publish and widely distribute on an ongoing basis a notice of nondiscrimination (notice) in electronic and printed formats, including prominently displaying the notice on the District's website and posting the notice at each building in the District. The District also will designate an employee to coordinate compliance with anti-discrimination laws (see Designated Compliance Coordinator section, above, for further information on compliance coordinator), and widely publish and disseminate this grievance procedure, including prominently posting it on the District's website, at each building in the District, reprinting it in District publications, such as handbooks, and sending it electronically to members of the school community. The District will provide training to employees and students at the beginning of each academic year in the areas (B.6.a-g) identified in the Training section, above.

The District also may distribute specific harassment and violence materials (such as sexual violence), including a summary of the District's anti-discrimination, anti-harassment, and anti-retaliation policy and grievance procedure, and a list of victim resources, during events such as school assemblies and back to school nights, if recent incidents or allegations warrant additional education to the school community.

Date of Adoption: June 21<sup>st</sup>, 2021

**Complaint Form**  
**Discrimination, Harassment or Retaliation**

The Wausa Public School District does not discriminate on the basis of sex, disability, race (including skin color, hair texture and protective hairstyles), color, religion, veteran status, national or ethnic origin, age, marital status, pregnancy, childbirth or related medical condition, sexual orientation or gender identity, or other protected status in its programs and activities and provides equal access to the Boy Scouts and other designated youth groups. This complaint form is to be used when a person has a complaint related to discrimination, harassment or retaliation on such bases in regard to employment or the programs and activities of the school district. Refer to Board Policy 4003 and/or 5401 for the particulars of the complaint and grievance process. You may attach additional materials to this form if needed.

The applicable coordinator may be contacted if you have questions about filling out this complaint form:  
Students: Shane Anderson, Principal, 300 S. Bismark St., Wausa, NE 68786 (402) 586-2255 (shaneanderson@wausaschools.org)  
Employees and Others: Brad Hoelsing, Superintendentl, 300 S. Bismark St., Wausa, NE 68786 (402) 586-2255 (bradhoelsing@wausaschools.org)

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

(1) Description of the complaint: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_.

(2) Names of any witnesses to the matter being complained about: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_.

(3) Identify and attach any document supporting the complaint: \_\_\_\_\_  
\_\_\_\_\_.

(4) Confidentiality: I \_\_\_ do\_\_\_ do not give consent to my identity being shared with the person(s) against whom I am complaining. If I do not give consent, I understand that the investigation may be hindered, but that the District will nonetheless investigate and take prompt and effective action to remediate the concerns I have raised, if appropriate.  
\_\_\_\_\_  
\_\_\_\_\_.

(5) Relief requested (what I want done in response to this complaint):  
\_\_\_\_\_  
\_\_\_\_\_.

The undersigned states: The facts in this complaint are true to the best of my knowledge, information and belief. I give permission for an investigation to be made into this complaint. I understand that the District will take steps to prevent me being retaliated against for filing this complaint, that I am to notify the District if any such retaliation occurs, and that the District will take prompt and strong responsive action if retaliation occurs.

Received by: \_\_\_\_\_ Signature: \_\_\_\_\_  
Date: \_\_\_\_\_

InstructionSpecial Education

Wausa 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 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 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 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. The District will publish annual notice of any significant activity that is designed to identify, locate, or evaluate children to publicly notify parents. The District will screen and evaluate all children with suspected disabilities birth through age 21, and will implement practical methods to track which children are currently receiving special education and related services. The District will provide student referrals that are accompanied by documentation of scientific, research, or evidence-based academic and/or behavioral interventions that have been implemented as designed for the appropriate period of time

to show effect or lack of effect that demonstrates the child is not making a sufficient rate of progress to meet age or state-approved, grade-level standards within a reasonable time frame. The District will provide sustained supervision to monitor the implementation of compliant practices for the Child Find Rule. The District will use supervision and monitoring data to identify schools and/or personnel that require technical assistance to support compliant practices in the area of Child Find, paying particular attention to the communities experiencing disproportionality in the schools. All District Child Find activities 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 51-006.01 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. 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

#### **6. 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 (the "Least Restrictive Environment Rules").

The District will: (1) develop and implement written procedures for implementation of the LRE Rules; (2) provide high quality, sustained professional learning activities on the written procedures for appropriate district and school personnel to assist with the implementation of the LRE Rules; (3) provide sustained supervision to monitor the implementation of compliant practices for the LRE Rules; (4) use the supervision and monitoring data to identify schools and/or personnel that require technical assistance to support compliant practices in the area of least restrictive environment, paying particular attention to the disproportionate group; (5) ensure that every Individualized Education Programs (IEP) team meaningfully considers various support systems and activities that could be used to assist students with disabilities (SWD) to be educated successfully in general education classes prior to the consideration of pullout special education services; (6) ensure that special education teachers provide support to general education teachers in a variety of ways including, but not limited to, consultation, implementation of accommodations or modifications, and co-teaching; (7) ensure that a continuum of alternative placements is

available to meet the needs of children with disabilities, particularly those in the disproportionate group, for special education and related services; (8) ensure that, in determining the educational placement of a child with a disability, including a preschool child with a disability, each district ensures that the placement decision is made by a group of persons including the parents, and other persons knowledgeable about the child, the meaning of the evaluation data, and the placement options. Particular attention is paid to the disproportionate group; (9) ensure that placement discussions are based upon a completed IEP developed by the IEP team, focused on individualized student needs; and (10) ensure that the IEP teams review the students' progress at least annually to determine appropriate placement and progress towards annual goals.

Legal Reference: 92 NAC 51-008.01

### **7. 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

### **8. Disciplinary Removal of Children with Disabilities**

The District will (1) develop and implement written procedures for disciplining students with disabilities (the "Discipline Rules"); (2) provide high quality, sustained professional learning activities on the written procedures for appropriate district and school personnel to assist with the implementation of the Discipline Rules; (3) provide sustained supervision to monitor the implementation of compliant practices for the Discipline Rules; (4) use supervision and monitoring data, disaggregated by race/ethnicity, to identify schools and/or personnel that require technical assistance to support compliant practices in the area of discipline (including but not limited to: de-escalation techniques, functional behavior assessment, behavior intervention planning, and manifestation determination procedures); (5) ensure that school personnel appropriately consider unique circumstances on a case-by-case basis when determining suspension of a child with a disability, and ensure that data shows that these considerations are equitably made by race/ethnicity; (6) notify parents on the day that the decision is made to make a removal that constitutes a change in placement of a child with a disability because of violation of a code of child conduct, and send parents copies of the procedural safeguards; (7) provide educational services for students removed fewer than 10 days to enable the student to continue to participate in the general educational curriculum, although in another setting, and to progress toward meeting the goals set out in the Individualized Education Programs, with data showing that these services are equitably provided by race/ethnicity; (8) ensure that within 10 school days of any decision to change placement of a child with a disability because of a violation of a code of student conduct, the IEP Team will review all relevant information in the file to determine whether the conduct in question was caused by or had a direct and substantial relationship to the child's disability or the conduct was the direct result of the district's failure to implement the IEP, and that such determinations are made equitable by race/ethnicity; and (9) ensure that, if the IEP Team makes a determination that the conduct was a manifestation of the child's disability, then the IEP Team conducts a functional behavioral assessment, unless the District conducted a FBA before the behavior that resulted in the change of placement occurred, and implements a behavioral intervention plan.

Legal Reference: 92 NAC 51-016

**9. Evaluation, Identification, and Reevaluation Procedures**

Children with disabilities shall be evaluated, identified, and reevaluated in accordance with 92 NAC 51-006. The District will: (1) provide high quality, sustained professional learning activities on the written procedures for appropriate district and school personnel to assist with the implementation of the Evaluation and Reevaluation Rule; (2) provide sustained supervision to monitor the implementation of compliant practices for the Evaluation and Reevaluation Rule; (3) use the supervision and monitoring data, disaggregated by race and ethnicity, to identify schools and/or personnel that require technical assistance to support compliant practices in the area of evaluation and reevaluation, as well as the appropriate technical assistance/professional development to any schools and/or personnel identified in such data; (4) conduct a reevaluation of each child with a disability at least once every 3 years, unless the parent and the District agree that a reevaluation is unnecessary; (5) use a variety of assessment tools and strategies to gather relevant academic, functional, and developmental information about the child, including information provided by the parents, and information related to enabling the child to be involved in and progress in the general education curriculum that may assist in determining: (i) Whether the child is a child with a disability, and (ii) The content of the child's individualized education program; (6) use more than one procedure to determine whether a child has a disability and the appropriate educational program for the child; (7) use technically sound instruments to assess the relative contribution of cognitive and behavioral factors, in addition to physical or developmental factors; (8) select assessments and other evaluation materials in a manner that (i) does not discriminate on a racial or cultural basis, (ii) is provided and administered in the child's native language or other mode of communication and in the form most likely to yield accurate information on what the child knows and can do academically, developmentally, and functionally, unless it is clearly not feasible to so provide or administer, (iii) has been validated for the specific purpose for which they are used, and (iv) are administered by trained and knowledgeable personnel in accordance with any instructions provided by the producer of the assessments; and (9) provide high quality, sustained professional learning activities on the written procedures for appropriate District and school personnel to assist with the implementation of the Evaluation and Reevaluation Rule.

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

**10. 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

**11. 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

**12. 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

**13. 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

**14. 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

**15. 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

**16. 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

**17. 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

**18. 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)

**19. 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

**20. 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

**21. 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

**22. Eligibility Determinations**

The District will (1) develop written procedures for implementation of the Eligibility Determination Rule; (2) provide high quality, sustained professional learning activities on the written procedures for appropriate district and school personnel to assist with the implementation of the Eligibility Determination Rule; (3) provide sustained supervision to monitor the implementation of compliant practices for the Eligibility Determination Rule; (4) use the supervision and monitoring data, disaggregated by race and ethnicity, to identify schools and/or personnel that require technical assistance to support compliant practices in the area of eligibility; (5) ensure Individualized Education Programs (IEPs) are developed for children with a

determination made of having a disability that has: (a) an adverse effect on educational performance (academic, functional, and/or developmental) and (b) requires special education and related services; (6) ensure that an eligibility report, which documents the area of disability, is completed and placed in each child's special education folder, with the eligibility report providing statements for each component of the eligibility and be comprehensive enough to serve as the evaluation report when necessary; (7) ensure the completion of the administration of assessments and other measures that the Multidisciplinary Evaluation Team (a group of qualified professionals and the parents of the child) determine whether the child is a child with a disability and the educational needs of the child; (8) ensure appropriate consideration of the exclusionary factor for reading (a child is not to be determined to be a child with a disability if the primary factor for that determination is a lack of appropriate instruction in reading, including the essential components of reading instruction as defined in section 1208(3) of ESEA); (9) ensure appropriate consideration of the exclusionary factor for math (a child must not be determined to be a child with a disability if the primary factor for that determination is a lack of appropriate instruction in math); (10) ensure appropriate consideration of the exclusionary factor for Limited English Proficiency (LEP) (a child will not be determined to be a child with a disability if the primary factor for that determination is limited English proficiency); and (11) ensure (1) evaluation data draw upon information from a variety of sources, including aptitude and achievement tests, parent input, and teacher recommendations as well as the information about the child's physical condition, social or cultural background, and adaptive behavior and (2) that information obtained from all these sources is documented and carefully considered.

Legal Reference: 92 NAC 51-006.04.

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: June 21<sup>st</sup>, 2021

**WPS Superintendent Report**  
**Board of Education**  
**June 21st, 2021**

1. Building and Grounds

- The Guys are doing a great job, and have most of the high priority items done already. I will provide an updated report on Monday at the board meeting
- ESSER III funds have not been released yet. On recommendation from Rex Schultze, I am holding off on continuing looking for bidders until the requirements of ESSERS III has actually been approved by the NDE. Don't want to be caught holding a large bill if something goes awry.

2. Summer Lunch program and summer school

- Summer Lunch Program and summer school are off and running. We have 28 kiddos attending summer school, and right now our lunches are ranging from 135 to 150 a day.

3. Budget/Retreat Information

- Budget season will soon be upon us, as will our annual retreat. As you all are probably aware, I received an email from Mr. Hamm, Superintendent at Wausa, about meeting with them. We will discuss this at our Monday Meeting

4. July BOE Meeting

- We will have two hearings before the meeting, as required by law. A student fees hearing, and a bullying hearing. We will also talk about the full docket of items that Perry Law firm sent us, so be ready for that conversation.

5. Vacation-I will take vacation from June 27<sup>th</sup> until July 3<sup>rd</sup>. I won't be in the office that week. I will take a few days on and off in July as well.

# WAUSA PUBLIC SCHOOLS

300 S. Bismark St., P.O. Box 159, Wausa, NE 68786  
Phone: 402-586-2255, Fax: 402-586-2406

*“Educating Today’s Students for Tomorrow’s Future”*

Brad Hoelsing  
Superintendent

Shane Anderson  
5-12 Principal

Gregory Conn  
Guidance Counselor/AD

Nancy Erickson  
Business Manager

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Principals Report  
BOE Meeting  
June 21, 2021

**WEIGHT ROOM:** A new weight room program/curriculum was purchased for this summer and to be used in the upcoming school years. I like this program as it allows us to have the same program for all athletes. As a curriculum the kids will test, receive a card or program to follow for a semester and test again. Completing the program, participation and making the weight gains predicted can all be implemented into the grading of the class. This is a Boyd Epply program and one that the current Huskers use right now. It focuses on core strength which for females especially will cut down on injury, specifically knee injuries.

I have had a few parents come to me about changing policy for our weight room in regards to parent supervision. One parent brought me a waiver release that Wynot used which allowed students 16 and over to lift unsupervised (used in 2017, not used currently). I want to provide every opportunity for our kids, but do understand the risk and the likelihood of it not being followed and students younger than 16 going in as well.

**WHIP PROGRAM:** Carson Barney completed the WHIP Program and it seemed like a great benefit for not only him but also Hefner Hardware. His grades were better 2nd semester then the 1st, which I believe indicates the program was an incentive. I would like to expand the program to Juniors in the second semester and seniors all year long. My goal number for the year is to have 10 kids participate in the program. By doing this it will allow me to recruit students to the program and hopefully develop some more relationships with businesses in the area.

**SEMESTER SCHEDULING:** I would like to change the schedule in regards to when we end the first semester. Currently we bring the kids back after Christmas break and go a week and then end the semester. Myself, and the teachers don't really like this as bringing them back and getting them ready for semester tests is not ideal and most do a test before break. The other issue is we bring kids back for a week on the old schedule, then switch and have them go to a new schedule the second week in January. This only affects the high school students but is something I would like to see changed. It's also easier for Katie to have schedules done over break rather than have to scramble to do it over the weekend that we switch. It does make the 3rd quarter longer in days, but there is no rule that it affects.

**INSTRUCTIONAL MODEL:** Mr. Hoelsing and I attended a Phill Warrick training earlier in the month. This training stressed classroom procedures, communication, evaluation and coaching of teachers. Wausa has in place an instructional model. It's my goal over the summer to place the model in every room and develop an evaluation tool to better use that model and create a consistent and common language in our classrooms. This will not only make the education of our students stronger, but also a better way to communicate with our teachers' expectations, coach them, and eventually evaluate and hold them accountable.

**GRADING GUIDELINES:** Over the summer I will be sharing some grading guidelines for teachers to use based on some concerns that I have and also teachers have shared. These guidelines will include the weighting of tests compared to homework, grading to show growth and progress, retakes and how to grade retakes.

2020-21 Financial Information (With Designated Native American Schools)					
School	Assessed Valuation	Levy	Gen. Fund Exp.	Cost per Pupil	Penny Worth
Allen	\$330,292,540	0.7585	\$3,023,645	\$20,604.94	\$33,029.25
Bloomfield	\$676,496,538	0.641	\$3,577,074	\$13,912.87	\$67,649.65
Creighton	\$508,673,872	0.7992	\$4,192,824	\$15,938.19	\$50,867.39
Crofton	\$597,868,277	0.7556	\$4,978,494	\$14,825.84	\$59,786.83
Emerson-Hubbard	\$434,901,234	0.8203	\$3,744,041	\$18,953.85	\$43,490.12
Hartington-Newcastle	\$1,128,157,192	0.4913	\$5,692,646	\$15,191.58	\$112,815.72
Laurel-CC	\$947,340,158	0.7168	\$6,804,643	\$16,811.61	\$94,734.02
Niobrara	\$199,031,907	0.9549	\$3,062,558	\$17,914.21	\$19,903.19
Osmond	\$378,129,483	0.7993	\$3,168,558	\$16,791.44	\$37,812.95
Plainview	\$709,847,305	0.6626	\$4,567,652	\$14,194.18	\$70,984.73
Ponca	\$394,853,916	1.18	\$5,745,324	\$13,335.95	\$39,485.39
Randolph	\$683,161,745	0.5159	\$3,697,459	\$14,634.83	\$68,316.17
Santee **	\$6,933,493	1.0511	\$3,968,026	\$18,952.52	\$693.35
Verdigre	\$315,149,551	0.9241	\$2,131,332	\$15,971.81	\$31,514.96
Wakefield	\$495,884,894	0.9873	\$5,608,093	\$11,053.33	\$49,588.49
Walthill **	\$163,078,288	1.0499	\$5,578,505	\$17,990.95	\$16,307.83
Wausa	\$373,837,939	0.9011	\$2,902,446	\$13,258.43	\$37,383.79
Winnebago **	\$102,958,485	1.0499	\$9,585,901	\$17,077.40	\$10,295.85
Winside	\$418,916,811	0.8282	\$3,406,874	\$16,261.74	\$41,891.68
Wynot	\$186,637,362	1.14	\$2,638,613	\$15,163.85	\$18,663.74
<b>AVERAGE:</b>	<b>\$452,607,550</b>	<b>0.85135</b>	<b>\$4,403,735</b>	<b>\$15,941.98</b>	<b>\$45,260.75</b>
<b>WPS Rank (20 Schools):</b>	<b>13</b>	<b>9</b>	<b>18</b>	<b>19</b>	<b>13</b>

2020-21 Financial Information (Without Designated Native American Schools)					
School	Assessed Valuation	Levy	Gen. Fund Exp.	Cost per Pupil	Penny Worth
Allen	\$330,292,540	0.7585	\$3,023,645	\$20,604.94	\$33,029.25
Bloomfield	\$676,496,538	0.641	\$3,577,074	\$13,912.87	\$67,649.65
Creighton	\$508,673,872	0.7992	\$4,192,824	\$15,938.19	\$50,867.39
Crofton	\$597,868,277	0.7556	\$4,978,494	\$14,825.84	\$59,786.83
Emerson-Hubbard	\$434,901,234	0.8203	\$3,744,041	\$18,953.85	\$43,490.12
Hartington-Newcastle	\$1,128,157,192	0.4913	\$5,692,646	\$15,191.58	\$112,815.72
Laurel-CC	\$947,340,158	0.7168	\$6,804,643	\$16,811.61	\$94,734.02
Niobrara	\$199,031,907	0.9549	\$3,062,558	\$17,914.21	\$19,903.19
Osmond	\$378,129,483	0.7993	\$3,168,558	\$16,791.44	\$37,812.95
Plainview	\$709,847,305	0.6626	\$4,567,652	\$14,194.18	\$70,984.73
Ponca	\$394,853,916	1.18	\$5,745,324	\$13,335.95	\$39,485.39
Randolph	\$683,161,745	0.5159	\$3,697,459	\$14,634.83	\$68,316.17
Verdigre	\$315,149,551	0.9241	\$2,131,332	\$15,971.81	\$31,514.96
Wakefield	\$495,884,894	0.9873	\$5,608,093	\$11,053.33	\$49,588.49
Wausa	\$373,837,939	0.9011	\$2,902,446	\$13,258.43	\$37,383.79
Winside	\$418,916,811	0.8282	\$3,406,874	\$16,261.74	\$41,891.68
Wynot	\$186,637,362	1.14	\$2,638,613	\$15,163.85	\$18,663.74
<b>AVERAGE:</b>	<b>\$516,422,396</b>	<b>0.816241176</b>	<b>\$4,055,428</b>	<b>\$15,577.57</b>	<b>\$51,642.24</b>
<b>WPS Rank (17 Schools):</b>	<b>13</b>	<b>6</b>	<b>15</b>	<b>16</b>	<b>13</b>

 - Knox County  
L&C Conf. Schools

NEBRASKA DEPARTMENT OF EDUCATION  
SCHOOL FINANCE AND ORGANIZATION SERVICES

A3

2021/22 FORMULA STUDENTS IN ASCENDING ORDER

County	District Number	District Name	Formula Students	Adjusted General Fund Operating Expenditures	Adjusted General Fund Operating Expenditures per Formula Student
60	60-0090-000	MC PHERSON COUNTY SCHOOLS	60.78	1,958,781.00	32,229.48
58	58-0025-000	LOUP COUNTY PUBLIC SCHOOLS	66.49	2,040,244.00	30,686.75
52	52-0100-000	KEYA PAHA COUNTY SCHOOLS	71.19	2,076,354.00	29,164.97
82	82-0015-000	LITCHFIELD PUBLIC SCHOOLS	77.63	2,396,064.00	30,866.94
92	92-0045-000	WHEELER CENTRAL SCHOOLS	87.26	2,590,867.00	29,692.79
05	05-0071-000	SANDHILLS PUBLIC SCHOOLS	91.28	2,423,868.00	26,554.83
83	83-0500-000	SIOUX COUNTY PUBLIC SCHOOLS	96.20	2,874,279.00	29,876.99
45	45-0137-000	CHAMBERS PUBLIC SCHOOLS	99.27	2,379,156.00	23,965.67
43	43-0079-000	HAYES CENTER PUBLIC SCHOOLS	106.50	2,606,876.00	24,477.52
47	47-0103-000	ELBA PUBLIC SCHOOLS	115.31	2,254,194.00	19,549.31
88	88-0021-000	ARCADIA PUBLIC SCHOOLS	116.70	2,433,838.00	20,856.05
03	03-0500-000	ARTHUR COUNTY SCHOOLS	119.89	2,217,689.00	18,498.18
86	86-0001-000	THEDFORD PUBLIC SCHOOLS	122.56	2,604,111.00	21,247.63
54	54-0583-000	VERDIGRE PUBLIC SCHOOLS	133.44	2,131,332.00	15,971.81
46	46-0001-000	MULLEN PUBLIC SCHOOLS	136.29	3,111,323.00	22,828.37
30	30-0054-000	SHICKLEY PUBLIC SCHOOLS	136.61	3,061,840.00	22,412.60
17	17-0003-000	LEYTON PUBLIC SCHOOLS	136.87	3,229,114.00	23,592.90
38	38-0011-000	HYANNIS AREA SCHOOLS	139.74	2,564,838.00	18,354.98
04	04-0001-000	BANNER COUNTY PUBLIC SCHOOLS	141.00	3,148,329.00	22,328.14
30	30-0001-000	EXETER-MILLIGAN PUBLIC SCHOOLS	143.64	3,925,139.00	27,326.27
21	21-0084-000	SARGENT PUBLIC SCHOOLS	146.31	2,847,468.00	19,462.40
32	32-0046-000	MAYWOOD PUBLIC SCHOOLS	146.65	3,113,650.00	21,232.18
26	26-0070-000	ALLEN CONSOLIDATED SCHOOLS	146.74	3,023,645.00	20,604.94
23	23-0071-000	CRAWFORD PUBLIC SCHOOLS	153.68	2,873,276.00	18,696.18
32	32-0095-000	EUSTIS-FARNAM PUBLIC SCHOOLS	155.51	2,898,834.00	18,641.02
16	16-0030-000	CODY-KILGORE PUBLIC SCHS	156.50	2,492,361.00	15,925.80
59	59-0013-000	NEWMAN GROVE PUBLIC SCHOOLS	157.65	2,539,119.00	16,106.06
67	67-0069-000	LEWISTON CONSOLIDATED SCHOOLS	158.29	2,977,976.00	18,813.71
79	79-0002-000	MINATARE PUBLIC SCHOOLS	159.45	3,389,720.00	21,259.01
02	02-0018-000	ELGIN PUBLIC SCHOOLS	160.84	3,365,792.00	20,926.96
85	85-2001-000	BRUNING-DAVENPORT UNIFIED SYS	161.04	4,400,356.00	27,325.43
45	45-0044-000	STUART PUBLIC SCHOOLS	162.45	2,675,482.00	16,469.47
41	41-0091-000	HAMPTON PUBLIC SCHOOL	164.90	2,914,604.00	17,675.08
21	21-0180-000	CALLAWAY PUBLIC SCHOOLS	165.37	3,359,847.00	20,317.07
56	56-0565-000	WALLACE PUBLIC SCH DIST 65 R	169.66	3,171,810.00	18,695.57
06	06-0017-000	ST EDWARD PUBLIC SCHOOLS	170.07	2,996,948.00	17,621.42
54	54-0501-000	NIOBRARA PUBLIC SCHOOLS	170.96	3,062,558.00	17,914.21
14	14-0101-000	WYNOT PUBLIC SCHOOLS	174.01	2,638,613.00	15,163.85
21	21-0089-000	ARNOLD PUBLIC SCHOOLS	175.53	2,790,665.00	15,898.60
56	56-0006-000	BRADY PUBLIC SCHOOLS	176.98	3,358,368.00	18,975.90

2021/22 FORMULA STUDENTS IN ASCENDING ORDER

County	District Number	District Name	Formula Students	Adjusted General Fund Operating Expenditures	Adjusted General Fund Operating Expenditures per Formula Student
27	27-0062-000	SCRIBNER-SNYDER COMMUNITY SCHS	177.93	3,748,859.00	21,069.72
17	17-0009-000	POTTER-DIX PUBLIC SCHOOLS	180.42	3,223,732.00	17,868.20
21	21-0044-000	ANSLEY PUBLIC SCHOOLS	180.83	2,961,776.00	16,378.88
25	25-0025-000	CREEK VALLEY SCHOOLS	182.04	3,528,621.00	19,383.95
57	57-0501-000	STAPLETON PUBLIC SCHOOLS	182.10	2,930,286.00	16,091.58
41	41-0002-000	GILTNER PUBLIC SCHOOLS	183.63	3,186,128.00	17,351.11
70	70-0542-000	OSMOND COMMUNITY SCHOOLS	188.70	3,168,558.00	16,791.44
81	81-0003-000	HAY SPRINGS PUBLIC SCHOOLS	188.82	3,035,092.00	16,074.15
24	24-0101-000	SUMNER-EDDYVILLE-MILLER SCHS	193.02	3,665,169.00	18,988.78
51	51-0006-000	PAXTON CONSOLIDATED SCHOOLS	193.89	3,357,264.00	17,314.93
49	49-0033-000	STERLING PUBLIC SCHOOLS	196.13	3,306,713.00	16,859.88
18	18-0011-000	HARVARD PUBLIC SCHOOLS	196.42	3,959,797.00	20,159.43
37	37-0030-000	ELWOOD PUBLIC SCHOOLS	197.25	3,145,271.00	15,945.70
26	26-0561-000	EMERSON-HUBBARD PUBLIC SCHOOLS	197.53	3,744,041.00	18,953.85
48	48-0303-000	MERIDIAN PUBLIC SCHOOLS	198.08	3,188,530.00	16,096.88
72	72-0019-000	OSCEOLA PUBLIC SCHOOLS	202.24	3,782,637.00	18,703.49
35	35-0001-000	GARDEN COUNTY SCHOOLS	202.71	3,888,926.00	19,184.94
32	32-0125-000	MEDICINE VALLEY PUBLIC SCHOOLS	205.54	3,273,409.00	15,925.60
50	50-0001-000	WILCOX-HILDRETH PUBLIC SCHOOLS	207.02	4,833,422.00	23,347.81
54	54-0505-000	SANTEE COMMUNITY SCHOOLS	209.37	3,968,026.00	18,952.52
25	25-0095-000	SOUTH PLATTE PUBLIC SCHOOLS	209.45	3,768,022.00	17,989.79
90	90-0595-000	WINSIDE PUBLIC SCHOOLS	209.50	3,406,874.00	16,261.74
19	19-0058-000	CLARKSON PUBLIC SCHOOLS	212.88	3,336,953.00	15,675.62
19	19-0039-000	LEIGH COMMUNITY SCHOOLS	216.40	3,383,341.00	15,634.35
76	76-0068-000	FRIEND PUBLIC SCHOOLS	217.37	3,623,654.00	16,670.32
85	85-0060-000	DESHLER PUBLIC SCHOOLS	218.49	3,707,084.00	16,966.52
54	54-0576-000	WAUSA PUBLIC SCHOOLS	218.91	2,902,446.00	13,258.43
15	15-0536-000	WAUNETA-PALISADE PUBLIC SCHS	219.05	3,107,219.00	14,185.18
76	76-0044-000	DORCHESTER PUBLIC SCHOOL	220.93	3,002,402.00	13,590.05
75	75-0100-000	ROCK COUNTY PUBLIC SCHOOLS	221.42	3,793,324.00	17,131.77
06	06-0075-000	RIVERSIDE PUBLIC SCHOOLS	224.44	4,051,112.00	18,049.80
01	01-0123-000	SILVER LAKE PUBLIC SCHOOLS	227.04	4,316,975.00	19,013.81
34	34-0100-000	DILLER-ODELL PUBLIC SCHOOLS	228.91	4,145,321.00	18,109.02
91	91-0002-000	RED CLOUD COMMUNITY SCHOOLS	231.34	3,212,602.00	13,886.79
21	21-0015-000	ANSELMO-MERNA PUBLIC SCHOOLS	236.07	3,147,118.00	13,331.02
69	69-0054-000	BERTRAND PUBLIC SCHOOLS	238.30	3,654,170.00	15,334.54
01	01-0003-000	KENESAW PUBLIC SCHOOLS	238.30	3,851,682.00	16,163.17
93	93-0096-000	HEARTLAND COMMUNITY SCHOOLS	238.69	4,282,813.00	17,942.71
72	72-0075-000	HIGH PLAINS COMMUNITY SCHOOLS	239.19	4,613,444.00	19,288.00
78	78-0072-000	MEAD PUBLIC SCHOOLS	239.85	4,078,107.00	17,002.63

2021/22 FORMULA STUDENTS IN ASCENDING ORDER

County	District Number	District Name	Formula Students	Adjusted General Fund Operating Expenditures	Adjusted General Fund Operating Expenditures per Formula Student
69	69-0055-000	LOOMIS PUBLIC SCHOOLS	239.90	3,245,734.00	13,529.29
93	93-0083-000	MC COOL JUNCTION PUBLIC SCHS	247.89	3,665,437.00	14,786.51
10	10-0019-000	SHELTON PUBLIC SCHOOLS	250.40	3,880,387.00	15,496.68
14	14-0045-000	RANDOLPH PUBLIC SCHOOLS	252.65	3,697,459.00	14,634.83
31	31-0506-000	FRANKLIN PUBLIC SCHOOLS	253.62	4,403,671.00	17,363.50
11	11-0020-000	LYONS-DECATUR NORTHEAST SCHS	254.61	4,160,184.00	16,339.59
71	71-0067-000	HUMPHREY PUBLIC SCHOOLS	256.82	3,863,118.00	15,042.34
73	73-0179-000	SOUTHWEST PUBLIC SCHOOLS	257.04	4,861,571.00	18,914.02
54	54-0586-000	BLOOMFIELD COMMUNITY SCHOOLS	257.11	3,577,074.00	13,912.87
54	54-0013-000	CREIGHTON COMMUNITY PUBLIC SCHOOL	263.07	4,192,824.00	15,938.19
39	39-0060-000	CENTRAL VALLEY PUBLIC SCHOOLS	267.46	6,273,709.00	23,456.44
13	13-0022-000	WEeping WATER PUBLIC SCHOOLS	272.06	4,851,503.00	17,832.69
33	33-0021-000	CAMBRIDGE PUBLIC SCHOOLS	272.44	4,218,403.00	15,483.88
19	19-0070-000	HOWELLS-DODGE CONSOLIDATED SCHOO	272.50	3,872,200.00	14,209.75
12	12-0502-000	EAST BUTLER PUBLIC SCHOOLS	273.39	5,690,095.00	20,813.24
24	24-0004-000	OVERTON PUBLIC SCHOOLS	273.63	3,856,313.00	14,093.19
67	67-0001-000	PAWNEE CITY PUBLIC SCHOOLS	274.82	3,741,821.00	13,615.33
74	74-0070-000	HUMBOLDT TABLE ROCK STEINAUER	277.88	6,461,520.00	23,253.20
44	44-0070-000	HITCHCOCK CO SCH SYSTEM	280.57	3,696,530.00	13,175.26
50	50-0501-000	AXTELL COMMUNITY SCHOOLS	280.75	3,788,124.00	13,493.05
82	82-0001-000	LOUP CITY PUBLIC SCHOOLS	281.12	4,176,504.00	14,856.61
61	61-0049-000	PALMER PUBLIC SCHOOLS	281.18	3,672,284.00	13,060.47
20	20-0020-000	BANCROFT-ROSALIE COMM SCHOOLS	283.07	3,393,813.00	11,989.40
10	10-0105-000	PLEASANTON PUBLIC SCHOOLS	285.64	2,802,659.00	9,811.79
56	56-0007-000	MAXWELL PUBLIC SCHOOLS	287.06	3,757,330.00	13,088.87
29	29-0117-000	DUNDY CO STRATTON PUBLIC SCHS	288.79	4,893,642.00	16,945.26
36	36-0100-000	BURWELL PUBLIC SCHOOLS	290.39	4,281,997.00	14,745.64
91	91-0074-000	BLUE HILL COMMUNITY SCHOOLS	292.46	4,750,651.00	16,243.86
63	63-0001-000	FULLERTON PUBLIC SCHOOLS	305.17	4,295,818.00	14,076.73
87	87-0013-000	WALTHILL PUBLIC SCHOOLS	310.07	5,578,505.00	17,990.95
33	33-0018-000	ARAPAHOE PUBLIC SCHOOLS	310.91	3,760,892.00	12,096.23
64	64-0023-000	JOHNSON-BROCK PUBLIC SCHOOLS	312.59	3,347,918.00	10,710.11
56	56-0055-000	SUTHERLAND PUBLIC SCHOOLS	315.42	4,575,167.00	14,504.79
87	87-0001-000	PENDER PUBLIC SCHOOLS	317.23	4,759,898.00	15,004.37
70	70-0005-000	PLAINVIEW PUBLIC SCHOOLS	321.80	4,567,652.00	14,194.18
02	02-0009-000	NELIGH-OAKDALE SCHOOLS	322.00	5,110,702.00	15,871.83
08	08-0051-000	BOYD COUNTY SCHOOLS	333.93	4,739,567.00	14,193.26
54	54-0096-000	CROFTON COMMUNITY SCHOOLS	335.80	4,978,494.00	14,825.84
10	10-0009-000	ELM CREEK PUBLIC SCHOOLS	338.34	4,227,202.00	12,493.97
42	42-0002-000	ALMA PUBLIC SCHOOLS	339.46	4,873,337.00	14,356.30

2021/22 FORMULA STUDENTS IN ASCENDING ORDER

County	District Number	District Name	Formula Students	Adjusted General Fund Operating Expenditures	Adjusted General Fund Operating Expenditures per Formula Student
62	62-0021-000	BAYARD PUBLIC SCHOOLS	345.41	4,980,093.00	14,417.80
72	72-0015-000	CROSS COUNTY COMMUNITY SCHOOLS	345.56	5,448,615.00	15,767.71
33	33-0540-000	SOUTHERN VALLEY SCHOOLS	346.04	6,759,295.00	19,533.37
34	34-0001-000	SOUTHERN SCHOOL DISTRICT 1	354.59	4,688,094.00	13,221.04
10	10-0119-000	AMHERST PUBLIC SCHOOLS	360.17	3,657,175.00	10,153.94
84	84-0003-000	STANTON COMMUNITY SCHOOLS	361.13	5,663,814.00	15,683.69
79	79-0011-000	MORRILL PUBLIC SCHOOLS	364.75	5,350,664.00	14,669.51
53	53-0001-000	KIMBALL PUBLIC SCHOOLS	369.07	5,426,216.00	14,702.44
10	10-0069-000	RAVENNA PUBLIC SCHOOLS	372.06	5,603,992.00	15,062.20
14	14-0008-000	HARTINGTON NEWCASTLE PUBLIC SCHOOLS	374.72	5,692,646.00	15,191.58
11	11-0001-000	TEKAMAH-HERMAN COMMUNITY SCHOOLS	375.55	6,650,803.00	17,709.57
07	07-0010-000	HEMINGFORD PUBLIC SCHOOLS	376.38	6,481,521.00	17,220.85
72	72-0032-000	SHELBY - RISING CITY PUBLIC SCHOOLS	381.23	5,765,484.00	15,123.48
02	02-0115-000	SUMMERLAND PUBLIC SCHOOLS	381.81	6,773,769.00	17,741.38
18	18-0002-000	SUTTON PUBLIC SCHOOLS	384.40	5,194,589.00	13,513.48
68	68-0020-000	PERKINS COUNTY SCHOOLS	387.09	5,780,445.00	14,933.12
65	65-0011-000	SUPERIOR PUBLIC SCHOOLS	389.27	5,459,105.00	14,023.80
09	09-0010-000	AINSWORTH COMMUNITY SCHOOLS	390.13	6,361,781.00	16,306.70
11	11-0014-000	OAKLAND CRAIG PUBLIC SCHOOLS	391.54	5,339,448.00	13,636.96
45	45-0239-000	WEST HOLT PUBLIC SCHOOLS	401.76	6,424,107.00	15,989.83
14	14-0054-000	LAUREL-CONCORD-COLERIDGE SCHOOL	404.76	6,804,643.00	16,811.61
40	40-0126-000	DONIPHAN-TRUMBULL PUBLIC SCHOOLS	405.02	6,415,052.00	15,838.68
85	85-0070-000	THAYER CENTRAL COMMUNITY SCHOOLS	405.42	5,958,276.00	14,696.69
20	20-0030-000	WISNER-PILGER PUBLIC SCHOOLS	406.55	6,912,426.00	17,002.67
48	48-0300-000	TRI COUNTY PUBLIC SCHOOLS	415.50	5,950,634.00	14,321.65
63	63-0030-000	TWIN RIVER PUBLIC SCHOOLS	417.66	7,344,535.00	17,584.80
22	22-0031-000	HOMER COMMUNITY SCHOOLS	418.45	4,509,832.00	10,777.41
59	59-0080-000	ELKHORN VALLEY SCHOOLS	421.25	5,814,114.00	13,802.01
34	34-0034-000	FREEMAN PUBLIC SCHOOLS	424.39	5,422,643.00	12,777.49
80	80-0567-000	CENTENNIAL PUBLIC SCHOOLS	426.30	7,046,543.00	16,529.36
26	26-0001-000	PONCA PUBLIC SCHOOLS	430.81	5,745,324.00	13,335.95
78	78-0107-000	CEDAR BLUFFS PUBLIC SCHOOLS	433.75	6,160,203.00	14,202.24
47	47-0100-000	CENTURA PUBLIC SCHOOLS	440.65	6,379,825.00	14,478.22
13	13-0097-000	ELMWOOD-MURDOCK PUBLIC SCHOOLS	447.59	5,288,240.00	11,814.83
62	62-0063-000	BRIDGEPORT PUBLIC SCHOOLS	450.88	6,557,473.00	14,543.81
49	49-0050-000	JOHNSON CO CENTRAL PUBLIC SCHOOLS	462.25	7,219,794.00	15,618.79
78	78-0009-000	YUTAN PUBLIC SCHOOLS	468.12	6,038,036.00	12,898.36
40	40-0083-000	WOOD RIVER RURAL SCHOOLS	468.21	7,677,308.00	16,397.32
59	59-0005-000	BATTLE CREEK PUBLIC SCHOOLS	480.53	5,909,573.00	12,298.14
56	56-0037-000	HERSHEY PUBLIC SCHOOLS	499.04	6,865,828.00	13,758.01

2021/22 FORMULA STUDENTS IN ASCENDING ORDER

County	District Number	District Name	Formula Students	Adjusted General Fund Operating Expenditures	Adjusted General Fund Operating Expenditures per Formula Student
81	81-0010-000	GORDON-RUSHVILLE PUBLIC SCHS	501.21	5,353,454.00	10,681.09
87	87-0016-000	UMO N HO N NATION PUBLIC SCHS	504.43	5,174,567.00	10,258.26
90	90-0560-000	WAKEFIELD PUBLIC SCHOOLS	507.37	5,608,093.00	11,053.33
59	59-0001-000	MADISON PUBLIC SCHOOLS	519.77	5,235,874.00	10,073.49
27	27-0594-000	LOGAN VIEW PUBLIC SCHOOLS	529.75	6,901,544.00	13,027.91
88	88-0005-000	ORD PUBLIC SCHOOLS	538.25	7,376,972.00	13,705.46
10	10-0002-000	GIBBON PUBLIC SCHOOLS	541.37	6,202,594.00	11,457.31
79	79-0031-000	MITCHELL PUBLIC SCHOOLS	547.30	7,047,034.00	12,876.04
87	87-0017-000	WINNEBAGO PUBLIC SCHOOLS DISTRICT 1	561.32	9,585,901.00	17,077.40
16	16-0006-000	VALENTINE COMMUNITY SCHOOLS	563.41	9,439,158.00	16,753.71
30	30-0025-000	FILLMORE CENTRAL PUBLIC SCHS	569.64	6,241,339.00	10,956.54
06	06-0001-000	BOONE CENTRAL SCHOOLS	581.95	8,064,862.00	13,858.38
66	66-0501-000	PALMYRA DISTRICT O R 1	582.97	5,873,364.00	10,074.89
27	27-0595-000	NORTH BEND CENTRAL PUBLIC SCHS	600.21	8,502,172.00	14,165.22
76	76-0082-000	WILBER-CLATONIA PUBLIC SCHOOLS	600.31	6,505,358.00	10,836.74
12	12-0056-000	DAVID CITY PUBLIC SCHOOLS	609.72	9,836,861.00	16,133.47
15	15-0010-000	CHASE COUNTY SCHOOLS	612.74	7,750,196.00	12,648.51
65	65-2005-000	SOUTH CENTRAL NEBRASKA UNIFIED 5	613.99	9,918,819.00	16,154.75
55	55-0148-000	MALCOLM PUBLIC SCHOOLS	615.58	6,391,548.00	10,382.93
13	13-0032-000	LOUISVILLE PUBLIC SCHOOLS	630.66	7,349,957.00	11,654.42
13	13-0056-000	CONESTOGA PUBLIC SCHOOLS	638.15	8,287,696.00	12,987.10
70	70-0002-000	PIERCE PUBLIC SCHOOLS	658.18	7,545,203.00	11,463.72
89	89-0024-000	ARLINGTON PUBLIC SCHOOLS	665.70	7,632,773.00	11,465.75
89	89-0003-000	FORT CALHOUN COMMUNITY SCHS	679.76	8,963,529.00	13,186.33
55	55-0161-000	RAYMOND CENTRAL PUBLIC SCHOOLS	680.45	8,064,950.00	11,852.43
47	47-0001-000	ST PAUL PUBLIC SCHOOLS	695.65	7,302,010.00	10,496.71
61	61-0004-000	CENTRAL CITY PUBLIC SCHOOLS	696.17	9,604,582.00	13,796.31
20	20-0001-000	WEST POINT PUBLIC SCHOOLS	697.50	9,113,209.00	13,065.48
66	66-0027-000	SYRACUSE-DUNBAR-AVOCA SCHOOLS	733.09	8,225,413.00	11,220.20
45	45-0007-000	O'NEILL PUBLIC SCHOOLS	741.71	9,872,090.00	13,309.99
74	74-0056-000	FALLS CITY PUBLIC SCHOOLS	763.16	9,333,888.00	12,230.59
80	80-0005-000	MILFORD PUBLIC SCHOOLS	767.98	7,937,102.00	10,335.01
21	21-0025-000	BROKEN BOW PUBLIC SCHOOLS	790.57	8,992,963.00	11,375.26
50	50-0503-000	MINDEN PUBLIC SCHOOLS	796.82	9,661,527.00	12,125.07
24	24-0020-000	GOTHENBURG PUBLIC SCHOOLS	805.34	9,811,069.00	12,182.57
48	48-0008-000	FAIRBURY PUBLIC SCHOOLS	826.17	11,097,415.00	13,432.39
51	51-0001-000	OGALLALA PUBLIC SCHOOLS	846.47	10,392,948.00	12,277.93
64	64-0029-000	AUBURN PUBLIC SCHOOLS	856.51	9,220,278.00	10,764.91
24	24-0011-000	COZAD COMMUNITY SCHOOLS	874.15	10,535,609.00	12,052.42
01	01-0090-000	ADAMS CENTRAL PUBLIC SCHOOLS	890.22	12,026,432.00	13,509.48

2021/22 FORMULA STUDENTS IN ASCENDING ORDER

County	District Number	District Name	Formula Students	Adjusted General Fund Operating Expenditures	Adjusted General Fund Operating Expenditures per Formula Student
71	71-0005-000	LAKEVIEW COMMUNITY SCHOOLS	902.00	8,894,270.00	9,860.58
23	23-0002-000	CHADRON PUBLIC SCHOOLS	913.03	10,334,903.00	11,319.36
90	90-0017-000	WAYNE COMMUNITY SCHOOLS	915.26	9,793,149.00	10,699.85
28	28-0015-000	DOUGLAS CO WEST COMMUNITY SCHS	932.41	10,344,598.00	11,094.48
69	69-0044-000	HOLDREGE PUBLIC SCHOOLS	991.77	11,802,601.00	11,900.59
78	78-0001-000	ASHLAND-GREENWOOD PUBLIC SCHS	1,000.48	9,776,157.00	9,771.46
78	78-0039-000	WAHOO PUBLIC SCHOOLS	1,033.10	10,384,809.00	10,052.13
77	77-0046-000	SPRINGFIELD PLATTEVIEW COMMUNITY S	1,096.64	14,870,225.00	13,559.81
41	41-0504-000	AURORA PUBLIC SCHOOLS	1,162.07	15,275,266.00	13,144.87
17	17-0001-000	SIDNEY PUBLIC SCHOOLS	1,183.52	13,180,502.00	11,136.69
07	07-0006-000	ALLIANCE PUBLIC SCHOOLS	1,288.93	12,194,010.00	9,460.60
66	66-0111-000	NEBRASKA CITY PUBLIC SCHOOLS	1,329.64	13,410,658.00	10,085.95
73	73-0017-000	MC COOK PUBLIC SCHOOLS	1,334.74	12,458,301.00	9,333.91
13	13-0001-000	PLATTSMOUTH COMMUNITY SCHOOLS	1,348.51	16,152,293.00	11,977.90
93	93-0012-000	YORK PUBLIC SCHOOLS	1,352.87	13,052,322.00	9,647.87
40	40-0082-000	NORTHWEST PUBLIC SCHOOLS	1,409.64	15,907,579.00	11,284.86
80	80-0009-000	SEWARD PUBLIC SCHOOLS	1,479.91	15,290,161.00	10,331.79
79	79-0016-000	GERING PUBLIC SCHOOLS	1,735.90	17,723,754.00	10,210.14
19	19-0123-000	SCHUYLER COMMUNITY SCHOOLS	1,845.75	17,338,272.00	9,393.64
76	76-0002-000	CRETE PUBLIC SCHOOLS	1,891.74	19,487,080.00	10,301.13
34	34-0015-000	BEATRICE PUBLIC SCHOOLS	1,939.81	17,826,855.00	9,189.98
55	55-0145-000	WAVERLY SCHOOL DISTRICT 145	2,083.67	20,475,061.00	9,826.43
89	89-0001-000	BLAIR COMMUNITY SCHOOLS	2,144.54	19,370,018.00	9,032.27
55	55-0160-000	NORRIS SCHOOL DIST 160	2,386.27	22,090,690.00	9,257.41
24	24-0001-000	LEXINGTON PUBLIC SCHOOLS	2,917.48	24,749,940.00	8,483.33
28	28-0054-000	RALSTON PUBLIC SCHOOLS	3,122.39	27,325,471.00	8,751.47
79	79-0032-000	SCOTTSBLUFF PUBLIC SCHOOLS	3,265.84	27,813,759.00	8,516.57
01	01-0018-000	HASTINGS PUBLIC SCHOOLS	3,359.91	28,016,523.00	8,338.47
28	28-0059-000	BENNINGTON PUBLIC SCHOOLS	3,498.44	30,121,642.00	8,610.02
22	22-0011-000	SO SIOUX CITY COMMUNITY SCHS	3,641.44	31,963,438.00	8,777.70
56	56-0001-000	NORTH PLATTE PUBLIC SCHOOLS	3,731.60	34,794,844.00	9,324.37
71	71-0001-000	COLUMBUS PUBLIC SCHOOLS	3,983.52	33,896,023.00	8,509.06
59	59-0002-000	NORFOLK PUBLIC SCHOOLS	4,263.33	37,398,951.00	8,772.24
27	27-0001-000	FREMONT PUBLIC SCHOOLS	4,659.76	40,309,265.00	8,650.50
10	10-0007-000	KEARNEY PUBLIC SCHOOLS	5,588.75	49,793,917.00	8,909.67
77	77-0037-000	GRETNA PUBLIC SCHOOLS	5,823.05	53,849,997.00	9,247.73
28	28-0066-000	WESTSIDE COMMUNITY SCHOOLS	5,960.06	58,148,760.00	9,756.40
77	77-0001-000	BELLEVUE PUBLIC SCHOOLS	9,093.97	90,058,233.00	9,903.08
40	40-0002-000	GRAND ISLAND PUBLIC SCHOOLS	9,333.26	88,043,902.00	9,433.35
28	28-0010-000	ELKHORN PUBLIC SCHOOLS	10,368.90	91,395,178.00	8,814.36

2021/22 FORMULA STUDENTS IN ASCENDING ORDER

County	District Number	District Name	Formula Students	Adjusted General Fund Operating Expenditures	Adjusted General Fund Operating Expenditures per Formula Student
77	77-0027-000	PAPILLION LA VISTA COMMUNITY SCHOOLS	1,535.48	105,152,172.00	9,115.54
28	28-0017-000	MILLARD PUBLIC SCHOOLS	22,935.37	198,364,583.00	8,648.85
55	55-0001-000	LINCOLN PUBLIC SCHOOLS	40,089.43	395,428,020.00	9,863.65
28	28-0001-000	OMAHA PUBLIC SCHOOLS	49,871.43	421,846,459.00	8,458.68
		STATEWIDE TOTALS:	308,593.52	3,212,148,879.00	10,409.00

COUNTY School District	Agency ID	Class Code	Levies: Per \$100 of Valuation					Valuation	Fall Membership		
			General	Bond	Building	Qualified	Total		PK	K-12	TOTAL
<b>ADAMS ( 01 )</b>											
KENESAW PUBLIC SCHOOLS	01-0003-000	3	0.8219	0.0759	0.0460	0.0000	0.9438	439,344,332	20	235	255
HASTINGS PUBLIC SCHOOLS	01-0018-000	3	1.1200	0.2000	0.0000	0.0220	1.3420	1,253,453,974	320	3352	3672
ADAMS CENTRAL PUBLIC SCHOOLS	01-0090-000	3	0.6573	0.0759	0.0527	0.0000	0.7859	1,752,465,267	80	885	965
SILVER LAKE PUBLIC SCHOOLS	01-0123-000	3	0.5324	0.0417	0.0114	0.0000	0.5855	726,026,320	26	225	251
<b>ANTELOPE ( 02 )</b>											
NELIGH-OAKDALE SCHOOLS	02-0009-000	3	0.9807	0.0000	0.0200	0.0238	1.0245	530,448,199	45	320	365
ELGIN PUBLIC SCHOOLS	02-0018-000	3	0.2785	0.0000	0.0307	0.0000	0.3092	688,886,539	27	155	182
SUMMERLAND PUBLIC SCHOOLS	02-0115-000	3	0.6527	0.1204	0.0000	0.0000	0.7731	1,040,664,208	27	377	404
<b>ARTHUR ( 03 )</b>											
ARTHUR COUNTY SCHOOLS	03-0500-000	3	0.8588	0.0000	0.0254	0.0000	0.8842	238,213,527	4	120	124
<b>BANNER ( 04 )</b>											
BANNER COUNTY PUBLIC SCHOOLS	04-0001-000	3	0.9014	0.0000	0.0166	0.0000	0.9180	304,749,382	13	138	151
<b>BLAINE ( 05 )</b>											
SANDHILLS PUBLIC SCHOOLS	05-0071-000	3	0.5835	0.0000	0.0179	0.0167	0.6181	422,409,907	0	90	90
<b>BOONE ( 06 )</b>											
BOONE CENTRAL SCHOOLS	06-0001-000	3	0.5192	0.0609	0.0320	0.0000	0.6121	1,422,281,407	75	571	646
ST EDWARD PUBLIC SCHOOLS	06-0017-000	3	0.6494	0.0000	0.0115	0.0000	0.6609	435,513,438	13	169	182
RIVERSIDE PUBLIC SCHOOLS	06-0075-000	3	0.5698	0.0000	0.0000	0.0000	0.5698	788,185,387	33	221	254
<b>BOX BUTTE ( 07 )</b>											
ALLIANCE PUBLIC SCHOOLS	07-0006-000	3	0.9272	0.0000	0.1228	0.0520	1.1020	1,069,221,084	63	1,300	1,363
HEMINGFORD PUBLIC SCHOOLS	07-0010-000	3	0.8075	0.0000	0.0785	0.0000	0.8860	643,400,196	21	375	396
<b>BOYD ( 08 )</b>											
BOYD COUNTY SCHOOLS	08-0051-000	3	0.6821	0.0000	0.0102	0.0000	0.6923	650,300,044	36	328	364
<b>BROWN ( 09 )</b>											
AINSWORTH COMMUNITY SCHOOLS	09-0010-000	3	0.7629	0.0000	0.0577	0.0000	0.8206	813,522,881	29	386	415
<b>BUFFALO ( 10 )</b>											
GIBBON PUBLIC SCHOOLS	10-0002-000	3	1.0100	0.1343	0.0186	0.0000	1.1629	586,441,355	31	539	570
KEARNEY PUBLIC SCHOOLS	10-0007-000	3	1.0043	0.1820	0.0236	0.0000	1.2099	4,036,958,808	489	5566	6055

The information found in this report was submitted by each school district in the 2020/2021 Assessed Valuation and Levies Data Collection and the Adviser October 2020 Student Snapshot.

NEBRASKA DEPARTMENT OF EDUCATION  
SCHOOL FINANCE & ORGANIZATION SERVICES  
2020/2021 STATISTICAL INFORMATION FOR PUBLIC SCHOOL DISTRICTS

COUNTY	Agency ID	Class Code	Levies: Per \$100 of Valuation					Valuation	Fall Membership		
			General	Bond	Building	Qualified	Total		PK	K-12	TOTAL
<b>BUFFALO ( 10 )</b>											
ELM CREEK PUBLIC SCHOOLS	10-0009-000	3	0.9667	0.1433	0.0250	0.0000	1.1350	405,221,527	38	334	372
SHELTON PUBLIC SCHOOLS	10-0019-000	3	1.0254	0.0679	0.0244	0.0231	1.1408	349,195,327	24	243	267
RAVENNA PUBLIC SCHOOLS	10-0069-000	3	0.6957	0.0000	0.0252	0.0000	0.7209	693,479,459	38	370	408
PLEASANTON PUBLIC SCHOOLS	10-0105-000	3	0.8078	0.1627	0.0000	0.0000	0.9705	373,136,412	17	275	292
AMHERST PUBLIC SCHOOLS	10-0119-000	3	0.6609	0.0241	0.1177	0.0000	0.8027	347,590,450	31	353	384
<b>BURT ( 11 )</b>											
TEKAMAH-HERMAN COMMUNITY SCHS	11-0001-000	3	0.6997	0.0895	0.0530	0.0000	0.8422	856,942,887	17	492	509
OAKLAND CRAIG PUBLIC SCHOOLS	11-0014-000	3	0.9368	0.0707	0.0202	0.0000	1.0277	569,460,060	38	385	423
LYONS-DECATUR NORTHEAST SCHS	11-0020-000	3	0.8298	0.0000	0.0000	0.0000	0.8298	483,039,710	27	247	274
<b>BUTLER ( 12 )</b>											
DAVID CITY PUBLIC SCHOOLS	12-0056-000	3	0.6897	0.0000	0.0981	0.0195	0.8073	1,332,923,317	68	586	654
EAST BUTLER PUBLIC SCHOOLS	12-0502-000	3	0.6153	0.0000	0.0745	0.0117	0.7015	889,270,557	23	273	296
<b>CASS ( 13 )</b>											
PLATTSMOUTH COMMUNITY SCHOOLS	13-0001-000	3	1.0469	0.1375	0.0000	0.0469	1.2313	826,012,830	108	1,329	1,437
WEeping WATER PUBLIC SCHOOLS	13-0022-000	3	1.0307	0.2238	0.0184	0.0219	1.2948	383,684,678	21	272	293
LOUISVILLE PUBLIC SCHOOLS	13-0032-000	3	0.9981	0.1172	0.0518	0.0000	1.1671	584,281,784	53	622	675
CONESTOGA PUBLIC SCHOOLS	13-0056-000	3	0.9500	0.0000	0.1000	0.0343	1.0843	814,547,330	50	634	684
ELMWOOD-MURDOCK PUBLIC SCHOOLS	13-0097-000	3	0.9040	0.1308	0.0633	0.0187	1.1168	474,871,987	53	442	495
<b>CEDAR ( 14 )</b>											
HARTINGTON NEWCASTLE PUBLIC SCHC	14-0008-000	3	0.4622	0.0000	0.0291	0.0000	0.4913	1,128,157,912	28	356	384
RANDOLPH PUBLIC SCHOOLS	14-0045-000	3	0.4427	0.0000	0.0732	0.0000	0.5159	683,161,745	21	247	268
LAUREL-CONCORD-COLERIDGE SCHOOL	14-0054-000	3	0.6582	0.0000	0.0586	0.0000	0.7168	947,340,158	27	405	432
WYNOT PUBLIC SCHOOLS	14-0101-000	3	0.9663	0.1352	0.0389	0.0000	1.1404	186,637,362	18	170	188
<b>CHASE ( 15 )</b>											
CHASE COUNTY SCHOOLS	15-0010-000	3	0.5952	0.0000	0.0758	0.0000	0.6710	1,251,600,854	5	612	617
WAUNETA-PALISADE PUBLIC SCHS	15-0536-000	3	0.9200	0.0000	0.1100	0.0000	1.0300	377,172,048	11	217	228
<b>CHERRY ( 16 )</b>											
VALENTINE COMMUNITY SCHOOLS	16-0006-000	3	0.6587	0.0000	0.0127	0.0009	0.6723	1,309,663,450	68	564	632
CODY-KILGORE PUBLIC SCHS	16-0030-000	3	0.9614	0.0000	0.0000	0.0000	0.9614	186,437,507	9	154	163
<b>CHEYENNE ( 17 )</b>											

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<b>CHEYENNE ( 17 )</b>											
SIDNEY PUBLIC SCHOOLS	17-0001-000	3	1.0500	0.1631	0.0000	0.0247	1.2378	674,255,913	157	1,166	1,323
LEYTON PUBLIC SCHOOLS	17-0003-000	3	0.8623	0.0000	0.0366	0.0000	0.8989	414,092,363	4	137	141
POTTER-DIX PUBLIC SCHOOLS	17-0009-000	3	0.7764	0.0000	0.0303	0.0000	0.8067	336,038,727	5	179	184
<b>CLAY ( 18 )</b>											
SUTTON PUBLIC SCHOOLS	18-0002-000	3	0.6512	0.0000	0.0663	0.0000	0.7175	760,822,630	14	375	389
HARVARD PUBLIC SCHOOLS	18-0011-000	3	1.0433	0.0000	0.0000	0.0000	1.0433	353,840,851	16	232	248
<b>COLFAX ( 19 )</b>											
LEIGH COMMUNITY SCHOOLS	19-0039-000	3	0.7264	0.1539	0.0105	0.0000	0.8908	442,932,633	44	213	257
CLARKSON PUBLIC SCHOOLS	19-0058-000	3	0.7796	0.0000	0.0100	0.0000	0.7896	401,019,895	32	208	240
HOWELLS-DODGE CONSOLIDATED SCH	19-0070-000	3	0.5150	0.0000	0.0790	0.0000	0.5940	734,695,419	18	266	284
SCHUYLER COMMUNITY SCHOOLS	19-0123-000	3	1.0369	0.0802	0.0000	0.0362	1.1533	1,396,013,215	188	1813	2001
<b>CUMING ( 20 )</b>											
WEST POINT PUBLIC SCHOOLS	20-0001-000	3	0.6580	0.0430	0.0074	0.0000	0.7084	1,418,259,969	65	675	740
BANCROFT-ROSALIE COMM SCHOOLS	20-0020-000	3	0.7295	0.0000	0.0321	0.0247	0.7863	408,447,967	24	274	298
WISNER-PILGER PUBLIC SCHOOLS	20-0030-000	3	0.6315	0.0159	0.0107	0.0000	0.6581	919,481,363	35	398	433
<b>CUSTER ( 21 )</b>											
ANSELMO-MERNA PUBLIC SCHOOLS	21-0015-000	3	0.4771	0.0000	0.0403	0.0095	0.5269	636,695,711	13	242	255
BROKEN BOW PUBLIC SCHOOLS	21-0025-000	3	0.8222	0.0443	0.0209	0.0000	0.8874	970,658,904	106	786	892
ANSLEY PUBLIC SCHOOLS	21-0044-000	3	0.8001	0.0000	0.0136	0.0000	0.8137	371,950,887	15	178	193
SARGENT PUBLIC SCHOOLS	21-0084-000	3	0.8041	0.0000	0.0136	0.0021	0.8198	370,567,186	18	148	166
ARNOLD PUBLIC SCHOOLS	21-0089-000	3	0.6716	0.0000	0.0950	0.0000	0.7666	428,714,598	3	174	177
CALLAWAY PUBLIC SCHOOLS	21-0180-000	3	0.6865	0.0000	0.0316	0.0000	0.7181	478,419,333	23	163	186
<b>DAKOTA ( 22 )</b>											
SO SIOUX CITY COMMUNITY SCHS	22-0011-000	3	1.0500	0.0953	0.0000	0.0095	1.1548	1,092,111,356	187	3,547	3,734
HOMER COMMUNITY SCHOOLS	22-0031-000	3	0.8000	0.0000	0.1000	0.0000	0.9000	396,445,560	26	406	432
<b>DAWES ( 23 )</b>											
CHADRON PUBLIC SCHOOLS	23-0002-000	3	1.0009	0.0000	0.0490	0.0000	1.0499	575,991,541	61	908	969
CRAWFORD PUBLIC SCHOOLS	23-0071-000	3	0.7712	0.0000	0.0928	0.0484	0.9124	250,423,690	16	152	168
<b>DAWSON ( 24 )</b>											
LEXINGTON PUBLIC SCHOOLS	24-0001-000	3	1.0500	0.0000	0.0000	0.0000	1.0500	1,113,279,681	242	2,862	3,104

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<b>DAWSON ( 24 )</b>											
OVERTON PUBLIC SCHOOLS	24-0004-000	3	0.9369	0.0000	0.0000	0.0000	0.9369	339,589,170	21	267	288
COZAD COMMUNITY SCHOOLS	24-0011-000	3	1.0037	0.2196	0.0463	0.0000	1.2696	803,195,080	74	855	929
GOTHENBURG PUBLIC SCHOOLS	24-0020-000	3	0.9282	0.1050	0.0393	0.0000	1.0725	854,244,486	28	800	828
SUMNER-EDDYVILLE-MILLER SCHS	24-0101-000	3	0.9237	0.0566	0.0025	0.0000	0.9828	391,261,034	11	192	203
<b>DEUEL ( 25 )</b>											
CREEK VALLEY SCHOOLS	25-0025-000	3	0.7866	0.0000	0.0190	0.0000	0.8056	446,729,879	6	190	196
SOUTH PLATTE PUBLIC SCHOOLS	25-0095-000	3	0.6000	0.0900	0.0100	0.0000	0.7000	452,342,694	2	214	216
<b>DIXON ( 26 )</b>											
PONCA PUBLIC SCHOOLS	26-0001-000	3	1.0499	0.1304	0.0000	0.0000	1.1803	394,853,916	33	420	453
ALLEN CONSOLIDATED SCHOOLS	26-0070-000	3	0.7493	0.0000	0.0092	0.0000	0.7585	330,292,540	7	144	151
EMERSON-HUBBARD PUBLIC SCHOOLS	26-0561-000	3	0.8203	0.0000	0.0000	0.0000	0.8203	434,901,234	12	203	215
<b>DODGE ( 27 )</b>											
FREMONT PUBLIC SCHOOLS	27-0001-000	3	1.0477	0.1677	0.0252	0.0000	1.2406	2,891,347,400	261	4,607	4,868
SCRIBNER-SNYDER COMMUNITY SCHS	27-0062-000	3	0.7271	0.0000	0.0315	0.0000	0.7586	480,743,070	23	170	193
LOGAN VIEW PUBLIC SCHOOLS	27-0594-000	3	0.7507	0.0687	0.0289	0.0000	0.8483	872,070,437	6	529	535
NORTH BEND CENTRAL PUBLIC SCHS	27-0595-000	3	0.6486	0.0362	0.0755	0.0197	0.7800	1,102,211,456	46	587	633
<b>DOUGLAS ( 28 )</b>											
OMAHA PUBLIC SCHOOLS	28-0001-000	5	1.0264	0.1732	0.0278	0.0134	1.2408	25,430,909,468	2,542	49,372	51,914
ELKHORN PUBLIC SCHOOLS	28-0010-000	3	1.0276	0.3730	0.0224	0.0000	1.4230	7,296,409,920	335	10307	10642
DOUGLAS CO WEST COMMUNITY SCHS	28-0015-000	3	0.7767	0.0000	0.1397	0.0327	0.9491	1,227,094,910	64	921	985
MILLARD PUBLIC SCHOOLS	28-0017-000	3	1.0476	0.1275	0.0450	0.0000	1.2201	12,145,504,456	729	22904	23633
RALSTON PUBLIC SCHOOLS	28-0054-000	3	1.0500	0.1954	0.0000	0.0038	1.2492	1,912,399,115	119	3091	3210
BENNINGTON PUBLIC SCHOOLS	28-0059-000	3	1.0490	0.3399	0.0009	0.0400	1.4298	1,671,808,941	92	3497	3589
WESTSIDE COMMUNITY SCHOOLS	28-0066-000	3	1.1820	0.1750	0.0000	0.0000	1.3570	3,998,075,190	126	5965	6091
<b>DUNDY ( 29 )</b>											
DUNDY CO STRATTON PUBLIC SCHS	29-0117-000	3	0.5484	0.0000	0.0318	0.0079	0.5881	953,651,031	15	290	305
<b>FILLMORE ( 30 )</b>											
EXETER-MILLIGAN PUBLIC SCHOOLS	30-0001-000	3	0.5599	0.0000	0.0595	0.0000	0.6194	679,607,367	20	143	163
FILLMORE CENTRAL PUBLIC SCHS	30-0025-000	3	0.6063	0.0000	0.0425	0.0000	0.6488	1,187,158,717	53	552	605
SHICKLEY PUBLIC SCHOOLS	30-0054-000	3	0.6674	0.0000	0.0412	0.0519	0.7605	490,353,902	34	131	165

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<b>FRANKLIN ( 31 )</b>											
FRANKLIN PUBLIC SCHOOLS	31-0506-000	3	0.9595	0.0000	0.0319	0.0000	0.9914	456,135,938	28	253	281
<b>FRONTIER ( 32 )</b>											
MAYWOOD PUBLIC SCHOOLS	32-0046-000	3	0.8739	0.0000	0.0000	0.0000	0.8739	339,633,189	21	140	161
EUSTIS-FARNAM PUBLIC SCHOOLS	32-0095-000	3	0.6687	0.0000	0.0157	0.0000	0.6844	419,180,975	4	155	159
MEDICINE VALLEY PUBLIC SCHOOLS	32-0125-000	3	1.0000	0.0000	0.0000	0.0000	1.0000	273,729,182	21	203	224
<b>FURNAS ( 33 )</b>											
ARAPAHOE PUBLIC SCHOOLS	33-0018-000	3	0.8810	0.1229	0.0000	0.0000	1.0039	451,875,050	36	310	346
CAMBRIDGE PUBLIC SCHOOLS	33-0021-000	3	0.9201	0.0000	0.0182	0.0171	0.9554	320,495,827	31	268	299
SOUTHERN VALLEY SCHOOLS	33-0540-000	3	0.7671	0.0640	0.0334	0.0200	0.8845	757,129,658	31	339	370
<b>GAGE ( 34 )</b>											
SOUTHERN SCHOOL DISTRICT 1	34-0001-000	3	1.0400	0.0000	0.0100	0.0300	1.0800	380,031,227	21	351	372
BEATRICE PUBLIC SCHOOLS	34-0015-000	3	0.9879	0.0000	0.0620	0.0263	1.0762	1,247,185,274	208	1893	2101
FREEMAN PUBLIC SCHOOLS	34-0034-000	3	0.8383	0.1086	0.0343	0.0000	0.9812	528,880,868	32	416	448
DILLER-ODELL PUBLIC SCHOOLS	34-0100-000	3	0.6128	0.0000	0.1285	0.0000	0.7413	589,216,341	14	224	238
<b>GARDEN ( 35 )</b>											
GARDEN COUNTY SCHOOLS	35-0001-000	3	0.3868	0.0000	0.0367	0.0000	0.4235	825,000,432	25	203	228
<b>GARFIELD ( 36 )</b>											
BURWELL PUBLIC SCHOOLS	36-0100-000	3	0.9756	0.0000	0.0458	0.0275	1.0489	441,074,574	32	286	318
<b>GOSPER ( 37 )</b>											
ELWOOD PUBLIC SCHOOLS	37-0030-000	3	0.6307	0.0000	0.0977	0.0000	0.7284	516,718,366	20	192	212
<b>GRANT ( 38 )</b>											
HYANNIS AREA SCHOOLS	38-0011-000	3	0.4545	0.0000	0.0462	0.0000	0.5007	599,971,468	4	139	143
<b>GREELEY ( 39 )</b>											
CENTRAL VALLEY PUBLIC SCHOOLS	39-0060-000	3	0.7800	0.0800	0.0200	0.0000	0.8800	826,901,469	34	264	298
<b>HALL ( 40 )</b>											
GRAND ISLAND PUBLIC SCHOOLS	40-0002-000	3	1.0400	0.1778	0.0100	0.0300	1.2578	3,525,325,966	636	9,284	9,920
NORTHWEST PUBLIC SCHOOLS	40-0082-000	3	0.7444	0.0000	0.0319	0.0000	0.7763	980,584,155	32	1417	1449
WOOD RIVER RURAL SCHOOLS	40-0083-000	3	0.9671	0.0260	0.0208	0.0169	1.0308	774,777,111	29	472	501

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<b>HALL ( 40 )</b>											
DONIPHAN-TRUMBULL PUBLIC SCHS	40-0126-000	3	0.8434	0.0000	0.0808	0.0286	0.9528	681,060,758	25	401	426
<b>HAMILTON ( 41 )</b>											
GILTNER PUBLIC SCHOOLS	41-0002-000	3	0.7335	0.0000	0.0393	0.0338	0.8066	344,259,042	32	183	215
HAMPTON PUBLIC SCHOOL	41-0091-000	3	0.6591	0.1663	0.0000	0.0407	0.8661	340,464,517	33	161	194
AURORA PUBLIC SCHOOLS	41-0504-000	3	0.7942	0.0236	0.0454	0.0000	0.8632	1,668,429,248	62	1154	1216
<b>HARLAN ( 42 )</b>											
ALMA PUBLIC SCHOOLS	42-0002-000	3	0.9150	0.0000	0.0749	0.0250	1.0149	343,170,925	6	336	342
<b>HAYES ( 43 )</b>											
HAYES CENTER PUBLIC SCHOOLS	43-0079-000	3	0.7156	0.0576	0.0000	0.0000	0.7732	350,751,850	24	104	128
<b>HITCHCOCK ( 44 )</b>											
HITCHCOCK CO SCH SYSTEM	44-0070-000	3	0.9191	0.1161	0.0123	0.0000	1.0475	411,805,238	16	279	295
<b>HOLT ( 45 )</b>											
O'NEILL PUBLIC SCHOOLS	45-0007-000	3	0.7551	0.0000	0.1391	0.0000	0.8942	1,197,661,230	46	734	780
STUART PUBLIC SCHOOLS	45-0044-000	3	0.9048	0.0000	0.1400	0.0000	1.0448	184,290,916	18	160	178
CHAMBERS PUBLIC SCHOOLS	45-0137-000	3	0.6454	0.0000	0.0150	0.0000	0.6604	291,321,735	2	133	135
WEST HOLT PUBLIC SCHOOLS	45-0239-000	3	0.5760	0.0400	0.0210	0.0000	0.6370	1,068,715,349	44	396	440
<b>HOOVER ( 46 )</b>											
MULLEN PUBLIC SCHOOLS	46-0001-000	3	0.5750	0.0000	0.0000	0.0000	0.5750	553,587,854	3	164	167
<b>HOWARD ( 47 )</b>											
ST PAUL PUBLIC SCHOOLS	47-0001-000	3	0.9568	0.0738	0.0201	0.0000	1.0507	636,212,235	43	687	730
CENTURA PUBLIC SCHOOLS	47-0100-000	3	0.9941	0.0000	0.0432	0.0000	1.0373	583,691,612	52	438	490
ELBA PUBLIC SCHOOLS	47-0103-000	3	0.9495	0.0000	0.0124	0.0000	0.9619	164,889,469	15	112	127
<b>JEFFERSON ( 48 )</b>											
FAIRBURY PUBLIC SCHOOLS	48-0008-000	3	0.9048	0.0000	0.1391	0.0143	1.0582	1,123,504,647	101	817	918
TRI COUNTY PUBLIC SCHOOLS	48-0300-000	3	0.6046	0.0000	0.0669	0.0000	0.6715	841,970,238	29	412	441
MERIDIAN PUBLIC SCHOOLS	48-0303-000	3	0.6796	0.0000	0.0048	0.0000	0.6844	419,867,746	12	195	207
<b>JOHNSON ( 49 )</b>											
STERLING PUBLIC SCHOOLS	49-0033-000	3	0.9119	0.0528	0.0281	0.0220	1.0148	321,151,894	34	186	220

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<b>JOHNSON ( 49 )</b>												
JOHNSON CO CENTRAL PUBLIC SCHS	49-0050-000	3	0.9433	0.0000	0.0538	0.0000	0.9971	746,619,162	36	448	484	
<b>KEARNEY ( 50 )</b>												
WILCOX-HILDRETH PUBLIC SCHOOLS	50-0001-000	3	0.5722	0.0000	0.1399	0.0100	0.7221	721,177,548	23	205	228	
AXTELL COMMUNITY SCHOOLS	50-0501-000	3	0.7508	0.0099	0.0099	0.0000	0.7706	509,568,931	31	273	304	
MINDEN PUBLIC SCHOOLS	50-0503-000	3	0.9095	0.1418	0.0332	0.0000	1.0845	1,214,171,573	28	793	821	
<b>KEITH ( 51 )</b>												
OGALLALA PUBLIC SCHOOLS	51-0001-000	3	0.8348	0.0894	0.0212	0.0340	0.9794	1,185,682,723	37	841	878	
PAXTON CONSOLIDATED SCHOOLS	51-0006-000	3	0.5330	0.1251	0.0208	0.0000	0.6789	484,141,077	10	192	202	
<b>KEYA PAHA ( 52 )</b>												
KEYA PAHA COUNTY SCHOOLS	52-0100-000	3	0.4280	0.0000	0.0000	0.0000	0.4280	496,528,202	1	96	97	
<b>KIMBALL ( 53 )</b>												
KIMBALL PUBLIC SCHOOLS	53-0001-000	3	1.0312	0.0000	0.0188	0.0000	1.0500	568,131,631	36	361	397	
<b>KNOX ( 54 )</b>												
CREIGHTON COMMUNITY PUBLIC SCHOOLS	54-0013-000	3	0.7893	0.0000	0.0099	0.0000	0.7992	508,673,872	15	259	274	
CROFTON COMMUNITY SCHOOLS	54-0096-000	3	0.6778	0.0000	0.0778	0.0000	0.7556	597,868,277	3	335	338	
NIOBRARA PUBLIC SCHOOLS	54-0501-000	3	0.9388	0.0000	0.0152	0.0000	0.9540	199,031,907	15	169	184	
SANTEE COMMUNITY SCHOOLS	54-0505-000	3	1.0511	0.0000	0.0000	0.0000	1.0511	6,933,493	49	206	255	
WAUSA PUBLIC SCHOOLS	54-0576-000	3	0.8231	0.0567	0.0000	0.0213	0.9011	373,837,939	26	213	239	
VERDIGRE PUBLIC SCHOOLS	54-0583-000	3	0.8504	0.0737	0.0000	0.0000	0.9241	315,149,551	11	132	143	
BLOOMFIELD COMMUNITY SCHOOLS	54-0586-000	3	0.4936	0.0000	0.1322	0.0152	0.6410	676,496,538	28	256	284	
<b>LANCASTER ( 55 )</b>												
LINCOLN PUBLIC SCHOOLS	55-0001-000	4	1.0500	0.1536	0.0000	0.0183	1.2219	24,731,333,323	1,676	39,998	41,674	
WAVERLY SCHOOL DISTRICT 145	55-0145-000	3	1.0107	0.0888	0.0391	0.0266	1.1652	1,872,523,671	52	2086	2138	
MALCOLM PUBLIC SCHOOLS	55-0148-000	3	0.8084	0.0808	0.1212	0.0000	1.0104	394,180,966	22	609	631	
NORRIS SCHOOL DIST 160	55-0160-000	3	1.0344	0.1095	0.0153	0.0000	1.1592	1,645,150,537	51	2377	2428	
RAYMOND CENTRAL PUBLIC SCHOOLS	55-0161-000	3	0.9853	0.0828	0.0635	0.0000	1.1316	765,411,269	40	676	716	
<b>LINCOLN ( 56 )</b>												
NORTH PLATTE PUBLIC SCHOOLS	56-0001-000	3	1.0198	0.0475	0.0293	0.0409	1.1375	2,496,005,032	222	3,697	3,919	
BRADY PUBLIC SCHOOLS	56-0006-000	3	0.9502	0.0831	0.0100	0.0000	1.0433	313,044,577	3	178	181	
MAXWELL PUBLIC SCHOOLS	56-0007-000	3	0.8505	0.2088	0.0000	0.0000	1.0593	287,457,918	2	287	289	

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			General	Bond	Building	Qualified	Total		PK	K-12	TOTAL
<b>LINCOLN ( 56 )</b>											
HERSHEY PUBLIC SCHOOLS	56-0037-000	3	0.8782	0.0000	0.0551	0.0246	0.9579	552,654,928	25	495	520
SUTHERLAND PUBLIC SCHOOLS	56-0055-000	3	1.0021	0.0408	0.0049	0.0000	1.0478	408,954,905	24	320	344
WALLACE PUBLIC SCH DIST 65 R	56-0565-000	3	0.6552	0.0120	0.0000	0.0000	0.6672	502,729,638	20	172	192
<b>LOGAN ( 57 )</b>											
STAPLETON PUBLIC SCHOOLS	57-0501-000	3	0.6801	0.0000	0.0939	0.0000	0.7740	349,584,313	18	177	195
<b>LOUP ( 58 )</b>											
LOUP COUNTY PUBLIC SCHOOLS	58-0025-000	3	0.6668	0.0000	0.0159	0.0000	0.6827	318,085,771	9	65	74
<b>MADISON ( 59 )</b>											
MADISON PUBLIC SCHOOLS	59-0001-000	3	0.7471	0.0312	0.1312	0.0116	0.9211	781,543,331	60	508	568
NORFOLK PUBLIC SCHOOLS	59-0002-000	3	0.9500	0.0475	0.1000	0.0300	1.1275	2,829,914,633	263	4181	4444
BATTLE CREEK PUBLIC SCHOOLS	59-0005-000	3	0.7359	0.0760	0.0531	0.0000	0.8650	621,545,655	23	473	496
NEWMAN GROVE PUBLIC SCHOOLS	59-0013-000	3	0.4719	0.1202	0.0332	0.0000	0.6253	607,592,860	30	156	186
ELKHORN VALLEY SCHOOLS	59-0080-000	3	0.6399	0.1656	0.0000	0.0000	0.8055	670,781,692	32	411	443
<b>MCPHERSON ( 60 )</b>											
MC PHERSON COUNTY SCHOOLS	60-0090-000	3	0.6573	0.0000	0.0014	0.0000	0.6587	288,896,437	0	61	61
<b>MERRICK ( 61 )</b>											
CENTRAL CITY PUBLIC SCHOOLS	61-0004-000	3	0.9094	0.0518	0.0311	0.0135	1.0058	974,689,900	60	691	751
PALMER PUBLIC SCHOOLS	61-0049-000	3	0.8727		0.0274	0.0410		298,967,836	48	272	320
<b>MORRILL ( 62 )</b>											
BAYARD PUBLIC SCHOOLS	62-0021-000	3	1.0107	0.0729	0.0367	0.0000	1.1203	303,021,715	16	344	360
BRIDGEPORT PUBLIC SCHOOLS	62-0063-000	3	1.0500	0.0942	0.0000	0.0000	1.1442	612,352,172	6	454	460
<b>NANCE ( 63 )</b>											
FULLERTON PUBLIC SCHOOLS	63-0001-000	3	0.8060	0.0000	0.0101	0.0000	0.8161	528,224,489	1	306	307
TWIN RIVER PUBLIC SCHOOLS	63-0030-000	3	0.8036	0.0000	0.0200	0.0000	0.8236	966,594,810	19	413	432
<b>NEMAHA ( 64 )</b>											
JOHNSON-BROCK PUBLIC SCHOOLS	64-0023-000	3	0.5672	0.0000	0.0620	0.0000	0.6292	457,898,055	30	307	337
AUBURN PUBLIC SCHOOLS	64-0029-000	3	1.0499	0.0600	0.0000	0.0149	1.1248	607,222,672	178	844	1022
<b>NUCKOLLS ( 65 )</b>											

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<b>NUCKOLLS ( 65 )</b>											
SUPERIOR PUBLIC SCHOOLS	65-0011-000	3	0.9365	0.1138	0.1044	0.0000	1.1547	483,579,511	40	385	425
SOUTH CENTRAL NEBRASKA UNIFIED 5	65-2005-000	3	0.7042	0.0000	0.0805	0.0101	0.7948	1,434,733,804	98	585	683
<b>OTOE ( 66 )</b>											
SYRACUSE-DUNBAR-AVOCA SCHOOLS	66-0027-000	3	0.9261	0.0827	0.0118	0.0000	1.0206	854,896,365	51	720	771
NEBRASKA CITY PUBLIC SCHOOLS	66-0111-000	3	1.0599	0.1440	0.0099	0.0302	1.2440	960,705,374	82	1322	1404
PALMYRA DISTRICT O R 1	66-0501-000	3	0.8400	0.1258	0.0100	0.0300	1.0058	601,882,813	58	582	640
<b>PAWNEE ( 67 )</b>											
PAWNEE CITY PUBLIC SCHOOLS	67-0001-000	3	0.8900	0.0000	0.0250	0.0350	0.9500	335,257,507	26	264	290
LEWISTON CONSOLIDATED SCHOOLS	67-0069-000	3	0.7521	0.0000	0.0610	0.0252	0.8383	438,086,631	25	153	178
<b>PERKINS ( 68 )</b>											
PERKINS COUNTY SCHOOLS	68-0020-000	3	0.5645	0.0234	0.0000	0.5880	1.1759	1,076,405,513	40	381	421
<b>PHELPS ( 69 )</b>											
HOLDREGE PUBLIC SCHOOLS	69-0044-000	3	0.9100	0.0900	0.0707	0.0000	1.0707	1,130,757,747	53	985	1,038
BERTRAND PUBLIC SCHOOLS	69-0054-000	3	0.6509	0.0273	0.0699	0.0517	0.7998	572,067,098	15	235	250
LOOMIS PUBLIC SCHOOLS	69-0055-000	3	0.5977	0.0527	0.0000	0.0000	0.6504	497,730,690	22	234	256
<b>PIERCE ( 70 )</b>											
PIERCE PUBLIC SCHOOLS	70-0002-000	3	0.7516	0.0000	0.0254	0.0000	0.7770	802,185,026	40	645	685
PLAINVIEW PUBLIC SCHOOLS	70-0005-000	3	0.5691	0.0000	0.0935	0.0000	0.6626	709,847,305	24	317	341
OSMOND COMMUNITY SCHOOLS	70-0542-000	3	0.7712	0.0000	0.0067	0.0214	0.7993	378,129,483	2	187	189
<b>PLATTE ( 71 )</b>											
COLUMBUS PUBLIC SCHOOLS	71-0001-000	3	0.9949	0.1937	0.0550	0.0000	1.2436	2,087,465,130	194	3,965	4,159
LAKEVIEW COMMUNITY SCHOOLS	71-0005-000	3	0.5200	0.0660	0.0850	0.0000	0.6710	1,663,069,076	23	899	922
HUMPHREY PUBLIC SCHOOLS	71-0067-000	3	0.3164	0.0443	0.0479	0.0000	0.4086	927,307,061	38	249	287
<b>POLK ( 72 )</b>											
CROSS COUNTY COMMUNITY SCHOOLS	72-0015-000	3	0.6274	0.1166	0.0266	0.0000	0.7706	796,976,777	25	339	364
OSCEOLA PUBLIC SCHOOLS	72-0019-000	3	0.6939	0.1483	0.0000	0.0067	0.8489	505,896,633	19	204	223
SHELBY - RISING CITY PUBLIC SCHOOL	72-0032-000	3	0.8251	0.1251	0.0200	0.0000	0.9702	759,269,502	27	370	397
HIGH PLAINS COMMUNITY SCHOOLS	72-0075-000	3	0.5731	0.0000	0.0856	0.0000	0.6587	826,201,476	22	233	255
<b>RED WILLOW ( 73 )</b>											

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<b>RED WILLOW ( 73 )</b>											
MC COOK PUBLIC SCHOOLS	73-0017-000	3	0.9945	0.0691	0.0552	0.0000	1.1188	786,850,590	42	1,332	1,374
SOUTHWEST PUBLIC SCHOOLS	73-0179-000	3	0.7341	0.2499	0.0077	0.0000	0.9917	649,042,755	38	250	288
<b>RICHARDSON ( 74 )</b>											
FALLS CITY PUBLIC SCHOOLS	74-0056-000	3	1.0015	0.0000	0.0424	0.0000	1.0439	892,357,535	150	746	896
HUMBOLDT TABLE ROCK STEINAUER	74-0070-000	3	0.7809	0.0000	0.0000	0.0000	0.7809	780,542,448	44	273	317
<b>ROCK ( 75 )</b>											
ROCK COUNTY PUBLIC SCHOOLS	75-0100-000	3	0.5383	0.0000	0.0077	0.0000	0.5460	658,247,033	29	220	249
<b>SALINE ( 76 )</b>											
CRETE PUBLIC SCHOOLS	76-0002-000	3	0.9535	0.1655	0.0868	0.0000	1.2058	1,152,039,405	193	1,870	2,063
DORCHESTER PUBLIC SCHOOL	76-0044-000	3	0.7073	0.0769	0.0000	0.0000	0.7842	394,180,477	32	214	246
FRIEND PUBLIC SCHOOLS	76-0068-000	3	0.7676	0.1113	0.0111	0.0000	0.8900	453,631,139	27	212	239
WILBER-CLATONIA PUBLIC SCHOOLS	76-0082-000	3	0.9491	0.0000	0.0519	0.0282	1.0292	681,617,192	29	596	625
<b>SARPY ( 77 )</b>											
BELLEVUE PUBLIC SCHOOLS	77-0001-000	3	1.0500	0.0161	0.0000	0.0000	1.0661	3,450,978,154	316	9,070	9,386
PAPILLION LA VISTA COMMUNITY SCHO	77-0027-000	3	1.0334	0.2321	0.0251	0.0000	1.2906	6,586,670,565	322	11,509	11,831
GRETNA PUBLIC SCHOOLS	77-0037-000	3	1.0457	0.3659	0.0043	0.0000	1.4159	3,243,316,915	245	5,778	6,023
SPRINGFIELD PLATTEVIEW COMMUNITY	77-0046-000	3	0.8157	0.0300	0.1397	0.0189	1.0043	1,843,917,134	43	1,088	1,131
<b>SAUNDERS ( 78 )</b>											
ASHLAND-GREENWOOD PUBLIC SCHS	78-0001-000	3	0.7650	0.0400	0.1200	0.0000	0.9250	974,848,402	45	988	1,033
YUTAN PUBLIC SCHOOLS	78-0009-000	3	0.9829	0.0812	0.0391	0.0286	1.1318	335,482,703	29	462	491
WAHOO PUBLIC SCHOOLS	78-0039-000	3	0.8982	0.0000	0.1399	0.0203	1.0584	1,062,943,058	53	1,017	1,070
MEAD PUBLIC SCHOOLS	78-0072-000	3	0.8099	0.0000	0.1400	0.0000	0.9499	453,720,574	21	240	261
CEDAR BLUFFS PUBLIC SCHOOLS	78-0107-000	3	0.9092	0.0000	0.0670	0.0299	1.0061	310,514,629	42	419	461
<b>SCOTTS BLUFF ( 79 )</b>											
MINATARE PUBLIC SCHOOLS	79-0002-000	3	0.9195	0.0000	0.1266	0.0259	1.0720	48,334,405	11	157	168
MORRILL PUBLIC SCHOOLS	79-0011-000	3	0.9900	0.0000	0.0600	0.0520	1.1020	393,333,116	47	352	399
GERING PUBLIC SCHOOLS	79-0016-000	3	1.0499	0.2499	0.0000	0.0000	1.2999	789,995,729	194	1,737	1,931
MITCHELL PUBLIC SCHOOLS	79-0031-000	3	0.9265	0.0000	0.0934	0.0000	1.0199	307,984,805	43	594	637
SCOTTSBLUFF PUBLIC SCHOOLS	79-0032-000	3	1.0406	0.2133	0.0094	0.0519	1.3152	1,583,360,523	216	3,236	3,452
<b>SEWARD ( 80 )</b>											

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<b>SEWARD ( 80 )</b>											
MILFORD PUBLIC SCHOOLS	80-0005-000	3	0.8558	0.0000	0.0752	0.0000	0.9310	664,158,520	32	762	794
SEWARD PUBLIC SCHOOLS	80-0009-000	3	0.8445	0.0909	0.0126	0.0084	0.9564	1,628,308,485	74	1466	1540
CENTENNIAL PUBLIC SCHOOLS	80-0567-000	3	0.4341	0.0536	0.0431	0.0000	0.5308	1,535,945,715	34	420	454
<b>SHERIDAN ( 81 )</b>											
HAY SPRINGS PUBLIC SCHOOLS	81-0003-000	3	0.9990	0.0000	0.0203	0.0000	1.0193	168,628,735	17	188	205
GORDON-RUSHVILLE PUBLIC SCHS	81-0010-000	3	0.9055	0.0000	0.0113	0.0056	0.9224	892,359,256	48	494	542
<b>SHERMAN ( 82 )</b>											
LOUP CITY PUBLIC SCHOOLS	82-0001-000	3	0.7658	0.0000	0.0300	0.0000	0.7958	606,747,052	53	275	328
LITCHFIELD PUBLIC SCHOOLS	82-0015-000	3	0.8868	0.0000	0.0192	0.0307	0.9367	263,132,971	14	98	112
<b>SIOUX ( 83 )</b>											
SIOUX COUNTY PUBLIC SCHOOLS	83-0500-000	3	0.5475	0.0000	0.0362	0.0000	0.5837	544,825,521	5	96	101
<b>STANTON ( 84 )</b>											
STANTON COMMUNITY SCHOOLS	84-0003-000	3	0.8878	0.0000	0.0439	0.0388	0.9705	609,364,302	18	361	379
<b>THAYER ( 85 )</b>											
DESHLER PUBLIC SCHOOLS	85-0060-000	3	0.6890	0.0000	0.0303	0.0000	0.7193	498,985,449	16	216	232
THAYER CENTRAL COMMUNITY SCHS	85-0070-000	3	0.6740	0.0000	0.0300	0.0000	0.7040	828,974,346	44	400	444
BRUNING-DAVENPORT UNIFIED SYS	85-2001-000	3	0.5000	0.0000	0.0000	0.0000	0.5000	823,752,291	27	151	178
<b>THOMAS ( 86 )</b>											
THEDFORD PUBLIC SCHOOLS	86-0001-000	3	0.7144	0.0000	0.0000	0.0213	0.7357	296,672,334	9	123	132
<b>THURSTON ( 87 )</b>											
PENDER PUBLIC SCHOOLS	87-0001-000	3	0.8258	0.0000	0.0169	0.0000	0.8427	590,170,481	40	366	406
WALTHILL PUBLIC SCHOOLS	87-0013-000	3	1.0499	0.0000	0.0000	0.0000	1.0499	163,078,288	10	308	318
UMO N HO N NATION PUBLIC SCHS	87-0016-000	3	1.0499	0.1000	0.0000	0.0000	1.1499	18,357,039	66	477	543
WINNEBAGO PUBLIC SCHOOLS DISTRICT	87-0017-000	3	1.0499	0.0000	0.0000	0.0000	1.0499	102,958,485	55	553	608
<b>VALLEY ( 88 )</b>											
ORD PUBLIC SCHOOLS	88-0005-000	3	0.8771	0.0898	0.0000	0.0000	0.9669	725,497,460	38	533	571
ARCADIA PUBLIC SCHOOLS	88-0021-000	3	1.0420	0.0000	0.0000	0.0076	1.0496	159,055,134	12	112	124
<b>WASHINGTON ( 89 )</b>											

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<b>WASHINGTON ( 89 )</b>												
	BLAIR COMMUNITY SCHOOLS	89-0001-000	3	0.9000	0.1031	0.0800	0.0030	1.0861	2,045,200,905	86	2,134	2,220
	FORT CALHOUN COMMUNITY SCHS	89-0003-000	3	0.9500	0.1750	0.1000	0.0395	1.2645	485,032,322	32	733	765
	ARLINGTON PUBLIC SCHOOLS	89-0024-000	3	0.7408	0.0559	0.1392	0.0521	0.9880	721,731,571	30	659	689
<b>WAYNE ( 90 )</b>												
	WAYNE COMMUNITY SCHOOLS	90-0017-000	3	0.9208	0.0567	0.0213	0.0519	1.0507	946,483,881	46	906	952
	WAKEFIELD PUBLIC SCHOOLS	90-0560-000	3	0.9385	0.0000	0.0306	0.0182	0.9873	495,884,894	70	481	551
	WINSIDE PUBLIC SCHOOLS	90-0595-000	3	0.8174	0.0000	0.0108	0.0000	0.8282	418,916,811	22	219	241
<b>WEBSTER ( 91 )</b>												
	RED CLOUD COMMUNITY SCHOOLS	91-0002-000	3	0.8516	0.0000	0.0291	0.0000	0.8807	347,312,488	31	224	255
	BLUE HILL COMMUNITY SCHOOLS	91-0074-000	3	0.9467	0.0000	0.0303	0.0000	0.9770	347,456,704	24	286	310
<b>WHEELER ( 92 )</b>												
	WHEELER CENTRAL SCHOOLS	92-0045-000	3	0.4964	0.0000	0.0087	0.0000	0.5051	581,996,175	21	85	106
<b>YORK ( 93 )</b>												
	YORK PUBLIC SCHOOLS	93-0012-000	3	1.0203	0.0862	0.0288	0.0277	1.1630	1,171,562,877	157	1,334	1,491
	MC COOL JUNCTION PUBLIC SCHS	93-0083-000	3	0.7577	0.0114	0.0285	0.0000	0.7976	353,188,389	7	249	256
	HEARTLAND COMMUNITY SCHOOLS	93-0096-000	3	0.4993	0.0000	0.0080	0.0000	0.5073	792,699,097	29	315	344

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