

Board of Education Meeting
Monday, May 18, 2026 6:30 PM

Middle School Library
1430 Education Drive
Syracuse, NE 68446

Agenda

1. Call to Order and Roll Call
2. Notice of Open Meeting Act- *A current copy of the Open Meetings Act is posted in the room and accessible to the public.*
3. Publication of Meeting
4. Excuse Absent Board Members
5. Approval of Agenda
6. Board Facility Tour of the Middle School
7. Consent Agenda
 - 7.1. Treasurer's report
 - 7.2. Secretary report
 - 7.3. Expenditures
 - 7.4. Claims for payment
 - 7.5. Minutes of prior meeting(s)
8. Communications from the Public
9. Reports
 - 9.1. Superintendent
 - 9.2. Transportation/Facilities
10. Discussion Items
 - 10.1. Policies for Review
 - 10.2. Establish Future Community Engagement Dates
11. Action Items
 - 11.1. Discuss, consider, and take action on updating policies.
 - 11.2. Discuss, consider and take action on the adoption of the Nemaha NRD Hazard Mitigation Plan
12. Adjourn

AFFIDAVIT OF PUBLICATION

State of New Jersey, County of Camden, ss:

I, Anjana Bhadoriya, of lawful age, being duly sworn upon oath depose and say that I am an agent of Column Software, PBC, duly appointed and authorized agent of the Publisher of Syracuse Journal Democrat, a publication that is a "legal newspaper" as that phrase is defined for the city of Nebraska City, for the County of Otoe, in the state of Nebraska, that this affidavit is Page 1 of 1 with the full text of the sworn-to notice set forth on the pages that follow, and that the attachment hereto contains the correct copy of what was published in said legal newspaper in consecutive issues on the following dates.

Publication Dates:

- May 8, 2026

Notice ID: Fh1bVfswBY3h7ZqxVJrE

Notice Name: Meeting Notice 05_18_26

Publication Fee: \$4.95

Anjana Bhadoriya

Agent

VERIFICATION

State of New Jersey
County of Camden

Signed or attested before me on this: 05/11/2026

SM S. R. Poe

Notary Public

Notarized remotely online using communication technology via Proof.

<p>SHARONN E THOMAS-POPE NOTARY PUBLIC STATE OF NEW JERSEY My Commission Expires January 23, 2027</p>

MEETING NOTICE

School District #27 Board of Education will hold its regular monthly meeting Monday, May 18, 2026 at 6:30 pm in the Middle School Library. A continually current agenda is available for public inspection at the Superintendent's office.

Published in the Syracuse Journal Democrat on May 8, 2026.

4521670 ZNEZ

SCHOOL DISTRICT #27
REPORT OF THE SCHOOL TREASURER
April 30, 2026

GENERAL FUND

BEGINNING BALANCE		\$3,741,805.45
RECEIPTS		
TAXES	\$242,912.42	
INTEREST	\$10,952.13	
STATE OF NEBRASKA	\$322,154.24	
OTHER	<u>\$7,754.95</u>	Includes Voided Cf
TOTAL		\$583,773.74
DISBURSEMENTS		
PAYROLL/DEDUCTIONS	\$792,729.17	
OPERATING	\$268,672.46	
OTHER -	\$0.00	
OTHER -	<u>\$0.00</u>	
TOTAL		<u>\$1,061,401.63</u>
FUND BALANCE		<u><u>\$3,264,177.56</u></u>
FIRSTBANK NEB SYRACUSE	ACCT # 671-750-03	\$37,552.55
FIRSTBANK NEB SYRACUSE	ACCT # 671-750-05	\$1,905,492.81
COUNTRYSIDE BANK UNADILLA	ACCT # 00412-700	\$38,055.79
FIRSTBANK NEB SYRACUSE	CD# 5013262 & 5013924	\$1,056,272.03
RIVERSTONE BANK	CD# 76834	<u>\$226,804.38</u>
GENERAL FUND BALANCE	April 30, 2026	<u><u>\$3,264,177.56</u></u>

BUILDING FUND

BEGINNING BALANCE		\$2,180,036.68
RECEIPTS		
TAXES	\$18,802.92	
INTEREST	\$16,457.61	
TRANSFER FROM GEN FUND -03	\$0.00	
OTHER - SCOREBOARD ADS	<u>\$5,000.00</u>	
TOTAL		\$40,260.53
DISBURSEMENTS		
TRANSFER -	\$13,118.50	
OTHER -	\$88,200.00	
OTHER -	\$0.00	
OTHER -	<u>\$0.00</u>	
TOTAL		<u>\$101,318.50</u>
FUND BALANCE		<u><u>\$2,118,978.71</u></u>
FIRSTBANK NEB SYRACUSE	ACCT # 730-309-01	\$4,888.04
FIRSTBANK NEB SYRACUSE	ACCT # 730-309-05	\$690,455.91
WESTERN NATIONAL BANK	CD #702816	\$649,508.83
FIRSTBANK NEB SYRACUSE	CD #5013963	<u>\$774,125.93</u>
BUILDING FUND BALANCE	April 30, 2026	<u><u>\$2,118,978.71</u></u>

SCHOOL DISTRICT #27
REPORT OF THE SCHOOL TREASURER
April 30, 2026

DEPRECIATION FUND

BEGINNING BALANCE		\$894,015.16
RECEIPTS		
TRANSFER FROM GEN FUND - 03	\$0.00	
INTEREST	\$2,018.24	
OTHER - TRANS	\$0.00	
TOTAL	\$2,018.24	\$2,018.24
DISBURSEMENTS		
OTHER -	\$16,400.00	
OTHER -	\$0.00	
TOTAL	\$16,400.00	\$16,400.00
FUND BALANCE		\$879,633.40
COUNTRYSIDE BANK UNADILLA	ACCT # 00548M297	\$879,633.40
	CD #	\$0.00
		\$0.00
		\$0.00
DEPR FUND BALANCE	April 30, 2026	\$879,633.40

UNEMPLOYMENT FUND

BEGINNING BALANCE		\$12,988.41
RECEIPTS		
TRANSFER FROM GEN FUND	\$0.00	
INTEREST	\$29.36	
TOTAL	\$29.36	\$29.36
DISBURSEMENTS		
OTHER - NE UC FUND	\$0.00	
TOTAL	\$0.00	\$0.00
FUND BALANCE		\$13,017.77
FIRSTBANK NEB SYRACUSE	ACCT # 731-612-05	\$13,017.77
UNEMPLOY FUND BALANCE	April 30, 2026	\$13,017.77

BOND FUND

BEGINNING BALANCE		\$618,287.38
RECEIPTS		
TAXES	\$23,679.81	
INTEREST	\$1,785.92	
OTHER -	\$0.00	
TOTAL	\$25,465.73	\$25,465.73
DISBURSEMENTS		
OTHER -	\$46,117.50	
OTHER -	\$0.00	
TOTAL	\$46,117.50	\$46,117.50
FUND BALANCE		\$597,635.61
FIRSTBANK NEB SYRACUSE	ACCT # 631-911-05	\$597,635.61
	CD #	\$0.00
BOND FUND BALANCE	April 30, 2026	\$597,635.61

**SCHOOL DISTRICT #27
SECRETARY'S REPORT
MAY 18, 2026**

GENERAL FUND

Balance as of March 31, 2026	\$ 3,741,805.45
April receipts	\$ 583,773.74
Total amount available	<u>\$ 4,325,579.19</u>
April disbursements	<u>\$ 1,061,401.63</u>
Balance as of April 30, 2026	\$ 3,264,177.56

SCHOOL LUNCH FUND

Balance as of March 31, 2026	\$ 278,703.79
April receipts	\$ 41,219.81
Total amount available	<u>\$ 319,923.60</u>
April disbursements	<u>\$ 54,328.69</u>
Balance as of April 30, 2026	\$ 265,594.91

Bank Balance March 31, 2026	\$ 265,594.91
Outstanding receipts	\$ -
Total amount available	<u>\$ 265,594.91</u>
Outstanding disbursements	<u>\$ -</u>
Bank Balance March 31, 2026	\$ 265,594.91

SCHOOL ACTIVITIES

Balance as of March 31, 2026	\$ 63,697.27
April receipts	\$ 31,007.82
Total amount available	<u>\$ 94,705.09</u>
April disbursements	<u>\$ 43,438.43</u>
Balance as of April 30, 2026	\$ 51,266.66

SDA REVOLVING

Balance as of March 31, 2026	\$ 110,578.92
April receipts	\$ 13,485.38
Total amount available	<u>\$ 124,064.30</u>
April disbursements	<u>\$ 14,829.86</u>
Balance as of April 30, 2026	\$ 109,234.44

*Included

FirstBank Nebraska Cking #03	34,930.27	37,552.55
FirstBank Nebraska MM #05	2,390,780.73	1,905,492.81
Countryside Bank Unadilla	38,085.75	38,055.79
FirstBank CD #5013262/5013924	1,051,092.79	1,056,272.03
Riverstone Bank CD #76834	226,804.38	226,804.38
	<u>\$ 3,741,693.92</u>	<u>\$ 3,264,177.56</u>

Respectfully submitted,


 David Kraus, Superintendent

Current Cash Balance

Sorted by Site ID, Group ID, Activity ID; Filtered by Site.

From 04/01/2026 to 04/30/2026.

Site ID Group ID	Site Name Group Name	Activity ID	Activity Name	Beginning Cash	Receipts	Disbursements	Adjustments	Cash Balance
SHS	Syracuse High School							
A-1	Activity Accounts							
1000-1	JH STOP			4,233.87	0.00	240.00	0.00	3,993.87
1001-1	ADMISSIONS			48,116.10	0.00	0.00	0.00	48,116.10
1005-1	ADULT ATHLETIC PASSES			3,510.00	0.00	0.00	0.00	3,510.00
1015-1	ART CLUB			2,566.03	0.00	50.00	0.00	2,516.03
1020-1	ATHLETIC BOOSTER CLUB			22,668.40	0.00	2,038.00	-1,500.00	19,130.40
1025-1	BAND			-988.82	191.00	192.00	0.00	-989.82
1031-1	CIRCLE OF FRIENDS			884.10	0.00	0.00	0.00	884.10
1065-1	DANCE TEAM			2,348.48	1,500.00	1,158.00	0.00	2,690.48
1071-1	DAT			624.98	0.00	0.00	0.00	624.98
1075-1	DISTRICT AUTISM TEAM			1,928.71	0.00	0.00	0.00	1,928.71
1080-1	DRAMA			-2,739.39	0.00	0.00	0.00	-2,739.39
1084-1	E-SPORTS			234.96	0.00	0.00	0.00	234.96
1085-1	EL MUSIC PROGRAM			151.29	0.00	0.00	0.00	151.29
1090-1	EL STUDY			2,813.82	130.50	153.00	0.00	2,791.32
1095-1	EQUIPMENT (CONCESSIONS)			12,001.33	647.71	1,283.96	0.00	11,365.08
1100-1	FBLA			6,265.50	1,523.36	2,599.00	0.00	5,189.86
1110-1	FFA			15,080.31	413.00	6,080.78	-78.00	9,334.53
1120-1	FIELD TRIPS			13,287.62	1,430.50	760.00	-13.50	13,944.62
1125-1	FOREIGN LANGUAGE			0.00	0.00	0.00	0.00	0.00
1130-1	HIGH ABILITY			195.57	0.00	0.00	0.00	195.57
1135-1	HISTORY FAIR			697.75	0.00	195.00	0.00	502.75
1140-1	HOMEROOM			2,289.36	0.00	0.00	0.00	2,289.36
1145-1	HONOR SOCIETY			2,242.89	0.00	515.71	0.00	1,727.18
1155-1	INTEREST			1,081.69	14.35	0.00	0.00	1,096.04
1160-1	JH STUDENT COUNCIL			1,789.25	662.00	10.00	0.00	2,441.25
1165-1	LIBRARY			5,909.57	47.89	0.00	0.00	5,957.46
1170-1	LIFE SKILLS PETTY CASH			417.74	0.00	0.00	0.00	417.74
1180-1	MS STUDY			1,766.90	0.00	0.00	0.00	1,766.90
1181-1	MS MTSS			200.40	0.00	0.00	0.00	200.40
1185-1	MUSIC BOOSTERS			6,082.05	0.00	3,509.37	0.00	2,572.68
1190-1	MUSIC BOOSTERS TRIP FUND			26,976.01	140.00	2,471.75	0.00	24,644.26
1195-1	PHYSICAL EDUCATION			807.27	0.00	0.00	0.00	807.27
1200-1	PICTURES			9,036.75	0.00	0.00	0.00	9,036.75
1205-1	PLAYGROUND EQUIPMENT			2,341.30	0.00	0.00	0.00	2,341.30
1210-1	QUIZ BOWL			6.98	0.00	0.00	0.00	6.98
1215-1	READING PROGRAM			103.40	0.00	0.00	0.00	103.40
1220-1	S CLUB			751.62	0.00	0.00	0.00	751.62
1225-1	SCHOLARSHIPS			1,500.00	0.00	0.00	0.00	1,500.00
1230-1	SDA PTO			8,123.80	15,425.84	2,297.54	0.00	21,252.10
1235-1	SH ATHLETICS			-115,817.20	3,010.00	16,943.83	0.00	-129,751.03
1236-1	FOOTBALL			363.00	0.00	0.00	0.00	363.00
1240-1	SH STUDENT COUNCIL			7,002.16	0.00	126.47	0.00	6,875.69
1245-1	SH STUDY			5,168.31	0.00	0.00	0.00	5,168.31

Current Cash Balance

Sorted by Site ID, Group ID, Activity ID; Filtered by Site.

From 04/01/2026 to 04/30/2026.

Site ID Group ID	Site Name Group Name	Beginning Cash	Receipts	Disbursements	Adjustments	Cash Balance
1250-1	SHOP	953.26	0.00	411.09	0.00	542.17
1255-1	SkillsUSA	467.81	1,463.11	734.25	0.00	1,196.67
1260-1	SOS (STUDENTS OF SERVICE)	2,809.19	0.00	0.00	0.00	2,809.19
1265-1	SPEECH	-2,488.75	814.00	330.00	0.00	-2,004.75
1270-1	STOP	2,546.33	0.00	440.00	0.00	2,106.33
1275-1	STUDENT ATHLETIC PASSES	13,310.00	0.00	0.00	0.00	13,310.00
1280-1	TEACHER SUPPLIES	7,300.66	0.00	0.00	0.00	7,300.66
1285-1	TITLE I	2,105.80	0.00	0.00	0.00	2,105.80
1290-1	VARSITY CHEERLEADERS	-2,433.18	2,177.00	0.00	1,500.00	1,243.82
1295-1	YEARBOOK	-76,028.17	530.00	0.00	0.00	-75,498.17
1300-1	COUNSELOR FUND	125.00	0.00	0.00	0.00	125.00
1305-1	KINDNESS SQUAD	1.31	495.56	0.00	0.00	496.87
1310-1	FFA- Otoe County Fair	617.68	90.00	0.00	0.00	707.68
1350-1	Rocket Cards	1,930.95	0.00	0.00	0.00	1,930.95
2014-1	CLASS OF 2024 (GRADUATED)	0.00	0.00	0.00	0.00	0.00
2021-1	CLASS OF 2026 (12th GRADE)	3,584.68	302.00	0.00	0.00	3,886.68
2022-1	CLASS OF 2027 (11th Grade)	4,588.39	0.00	807.18	0.00	3,781.21
2024-1	CLASS OF 2028 (10TH GRADE)	2,206.45	0.00	0.00	0.00	2,206.45
2025-1	CLASS OF 2029 (Freshmen)	76.00	0.00	0.00	0.00	76.00

A-1 Totals:	63,697.27	31,007.82	43,346.93	-91.50	51,266.66
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SHS Activity Totals:	63,697.27	31,007.82	43,346.93	-91.50	51,266.66
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	Begin Balance	Transfers	Receipts	Disbursements	Adjustments	End Balance
SHS Checking:			31,007.82	43,346.93		
SHS Investment:						
SHS Bank Balances:	63,697.27		31,007.82	43,346.93	-91.50	51,266.66

Report Activity Totals:	63,697.27	31,007.82	43,346.93	-91.50	51,266.66
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Current Cash Balance

Sorted by Site ID, Group ID, Activity ID; Filtered by Site.

From 04/01/2026 to 04/30/2026.

Site ID Group ID	Site Name Group Name	Activity ID	Activity Name	Beginning Cash	Receipts	Disbursements	Adjustments	Cash Balance
REV	Revolving Account							
R-1	Revolving Accounts							
	3295-2	GENERAL		-10,218.37	7,730.56	9,828.11	0.00	-12,315.92
	3300-2	INSURANCE		-1,915.16	3,683.88	2,714.25	0.00	-945.53
	3305-2	DRIVERS ED		800.00	0.00	0.00	0.00	800.00
	3310-2	INTEREST		669.50	19.24	0.00	0.00	688.74
	3315-2	WALTER JANSSEN SCHOLARSHI		0.00	0.00	0.00	0.00	0.00
	3320-2	DUAL ENROLLMENT		36,880.21	0.00	0.00	0.00	36,880.21
	3321-2	MISC		57,589.24	2,051.70	2,287.50	0.00	57,353.44
	3322-2	TECHNOLOGY		26,773.50	0.00	0.00	0.00	26,773.50
			R-1 Totals:	110,578.92	13,485.38	14,829.86	0.00	109,234.44
			REV Activity Totals:	110,578.92	13,485.38	14,829.86	0.00	109,234.44

	Begin Balance	Transfers	Receipts	Disbursements	Adjustments	End Balance
REV Checking:			13,485.38	14,829.86		
REV Investment:						
REV Bank Balances:	110,578.92		13,485.38	14,829.86	0.00	109,234.44

Report Activity Totals:	110,578.92	13,485.38	14,829.86	0.00	109,234.44
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Syracuse Public School

Check Report

Begin Date: 05/01/2026; End Date: 05/31/2026; Accounting Cycle: FY 25-26; Check Type: Accounts Payable; Payee: [All]; Bank: First Bank of Nebraska; Account Expression: [All]; Show Detail by Voucher: Yes; Created On: 5/15/2026 5:32:55 PM

Check Date	Check Number	Payee	Type	Amount
05/18/2026	EFT	Amazon Capital Services	Accounts Payable	\$15,479.44
05/18/2026	EFT	Amazon E-Commerce	Accounts Payable	\$211.86
05/18/2026	EFT	Magic-Wrighter, Inc.	Accounts Payable	\$34.95
05/18/2026	8550	Antes Family Hardware	Accounts Payable	\$328.59
05/18/2026	8551	ATS, LLC	Accounts Payable	\$29,397.00
05/18/2026	8552	Awards Unlimited, Inc	Accounts Payable	\$158.25
05/18/2026	8553	Blick Art Materials	Accounts Payable	\$2,741.19
05/18/2026	8554	Bloomsbury Publishing Inc.	Accounts Payable	\$2,388.00
05/18/2026	8555	Boldt Tire Supply & Service LLC	Accounts Payable	\$443.83
05/18/2026	8556	Brianna Tickle	Accounts Payable	\$11,156.49
05/18/2026	8557	Buss Pest Control	Accounts Payable	\$115.00
05/18/2026	8558	Capital Business Systems, Inc.	Accounts Payable	\$1,158.50
05/18/2026	8559	Capstone	Accounts Payable	\$1,899.05
05/18/2026	8560	CDW Government, Inc.	Accounts Payable	\$4,656.00
05/18/2026	8561	Cengage Learning	Accounts Payable	\$3,652.85
05/18/2026	8562	City Of Syracuse	Accounts Payable	\$16,431.44
05/18/2026	8563	Column Software, PBC	Accounts Payable	\$12.60
05/18/2026	8564	Cubby's Inc.	Accounts Payable	\$6,684.08
05/18/2026	8565	Culligan of Percival	Accounts Payable	\$281.45
05/18/2026	8566	Diversified Safety and Compliance LLC	Accounts Payable	\$512.50
05/18/2026	8567	Eakes Office Solutions	Accounts Payable	\$2,368.90
05/18/2026	8568	Esu #4	Accounts Payable	\$1,473.10
05/18/2026	8569	ESU #6	Accounts Payable	\$525.05
05/18/2026	8570	First Concord Group	Accounts Payable	\$232.50
05/18/2026	8571	Follett Content Solutions, LLC	Accounts Payable	\$432.11
05/18/2026	8572	Frontier Cooperative	Accounts Payable	\$940.75
05/18/2026	8573	Growing Words Therapy, LLC	Accounts Payable	\$545.62
05/18/2026	8574	Harris School Solutions	Accounts Payable	\$3,180.67
05/18/2026	8575	Hayes Mechanical	Accounts Payable	\$5,024.59
05/18/2026	8576	HD Supply, Inc.	Accounts Payable	\$2,373.40
05/18/2026	8577	Heritage Water Services, Inc.	Accounts Payable	\$200.00
05/18/2026	8578	Menards - Lincoln South	Accounts Payable	\$231.03
05/18/2026	8579	Midwest Alarm Services	Accounts Payable	\$943.59
05/18/2026	8580	Midwest Bus Repair, LLC	Accounts Payable	\$5,433.66
05/18/2026	8581	NC Utilities	Accounts Payable	\$4,238.97
05/18/2026	8582	NCECBVI	Accounts Payable	\$17,352.40
05/18/2026	8583	NCS Pearson/Certiport	Accounts Payable	\$3.00
05/18/2026	8584	NCSA	Accounts Payable	\$1,420.00
05/18/2026	8585	Nebraska State Fire Marshal Agency	Accounts Payable	\$288.00
05/18/2026	8586	New England Dancing Masters	Accounts Payable	\$72.22
05/18/2026	8587	NWEA	Accounts Payable	\$1,962.50
05/18/2026	8588	One Source	Accounts Payable	\$76.00
05/18/2026	8589	Paper101	Accounts Payable	\$1,129.88
05/18/2026	8590	Papillion Sanitation	Accounts Payable	\$1,601.98
05/18/2026	8591	Pearson Education, Inc.	Accounts Payable	\$5,383.55
05/18/2026	8592	Perry, Guthery, Haase & Gessford, P.C., L.L.O.	Accounts Payable	\$615.00
05/18/2026	8593	Principal Life Insurance Company	Accounts Payable	\$1,739.48
05/18/2026	8594	Quill	Accounts Payable	\$40.23
05/18/2026	8601	Syracuse Fresh Market	Accounts Payable	\$123.42
05/18/2026	8602	Syracuse Iron Works	Accounts Payable	\$641.00
05/18/2026	8603	Syracuse Motor Supply	Accounts Payable	\$49.35
05/18/2026	8604	Syracuse Post Office	Accounts Payable	\$1,560.00
05/18/2026	8605	The Added Touch	Accounts Payable	\$314.90
05/18/2026	8606	Toledo Physical Education Supply	Accounts Payable	\$1,378.33
05/18/2026	8607	TruGreen and Action Pest Control	Accounts Payable	\$2,011.32
05/18/2026	8608	Vodicka, Bradley A	Accounts Payable	\$34.02

05/18/2026	8609	W.W. Norton & Company, Inc.	Accounts Payable	\$1,550.12
05/18/2026	8610	Weathercraft Co. of Lincoln	Accounts Payable	\$303.02
05/18/2026	8611	West Music	Accounts Payable	\$2,242.46
05/18/2026	8612	Windstream	Accounts Payable	\$1,368.12
05/18/2026	8613	Savvas Learning Company, LLC	Accounts Payable	\$147,640.12
05/18/2026	8614	Schindler Elevator Corporation	Accounts Payable	\$3,354.49
05/18/2026	8615	School Mate	Accounts Payable	\$315.00
05/18/2026	8616	SDA Revolving	Accounts Payable	\$9,828.11
05/18/2026	8617	Segra	Accounts Payable	\$804.15
05/18/2026	8618	Syracuse Area Health	Accounts Payable	\$6,191.00
Sub Total				\$337,280.18

Board of Education Meeting
Monday, April 20, 2026 7:30 PM Central

Elementary School Conference Room
550 7th Street
Syracuse, NE 68446-0520

Barry Janssen: Present
Tyler Kreifels: Present
Justin Stark: Present
Amy Wemhoff: Present
Brienne Wilhelm: Present
Ed Zastera: Present

1. Call to Order and Roll Call

2. Notice of Open Meeting Act- *A current copy of the Open Meetings Act is posted in the room and accessible to the public.*

3. Publication of Meeting

4. Excuse Absent Board Members

5. Approval of Agenda

Motion to approve the agenda. This motion, made by Brienne Wilhelm and seconded by Justin Stark, Carried. Barry Janssen: Yea, Tyler Kreifels: Yea, Justin Stark: Yea, Amy Wemhoff: Yea, Brienne Wilhelm: Yea, Ed Zastera: Yea Yea: 6, Nay: 0

6. Consent Agenda

Motion to approve the consent agenda. This motion, made by Ed Zastera and seconded by Tyler Kreifels, Carried. Barry Janssen: Yea, Tyler Kreifels: Yea, Justin Stark: Yea, Amy Wemhoff: Yea, Brienne Wilhelm: Yea, Ed Zastera: Yea Yea: 6, Nay: 0

6.1. Treasurer's report

6.2. Secretary report

6.3. Expenditures

6.4. Claims for payment

6.5. Minutes of prior meeting(s)

7. Communications from the Public

8. Reports

8.1. Superintendent

8.2. Middle School NHD State Competition presentations

8.3. Legislative Update

8.4. Facility/Transportation Committee

8.5. Budget Committee

9. Discussion Items

9.1. Policies for Review

10. Action Items

10.1. Discuss, consider, and take action on updating policies

Motion was made to approve policies as presented. This motion, made by Justin Stark and seconded by Brianne Wilhelm, Carried. Barry Janssen: Yea, Tyler Kreifels: Yea, Justin Stark: Yea, Amy Wemhoff: Yea, Brianne Wilhelm: Yea, Ed Zastera: Yea Yea: 6, Nay: 0

10.2. Approval of the Employment of Certificated Staff

Approve hiring Jason Bingham, High School Business, and Ellie Weiler- 6th grade, for the 2026-2027 school year. This motion, made by Brianne Wilhelm and seconded by Amy Wemhoff, Carried. Barry Janssen: Yea, Tyler Kreifels: Yea, Justin Stark: Yea, Amy Wemhoff: Yea, Brianne Wilhelm: Yea, Ed Zastera: Yea Yea: 6, Nay: 0

10.3. Discuss, consider, and take action on lawnmower purchase.

Motion was made to approve the purchase for John Deere 994R Mower for \$16,400.00. This motion, made by Tyler Kreifels and seconded by Ed Zastera, Carried. Barry Janssen: Yea, Tyler Kreifels: Yea, Justin Stark: Yea, Amy Wemhoff: Yea, Brianne Wilhelm: Yea, Ed Zastera: Yea Yea: 6, Nay: 0

10.4. Discuss, consider, and take action on NL Driveway bid.

Motion made to approve the NL Driveway Bid for \$18,192.50. This motion, made by Ed Zastera and seconded by Justin Stark, Carried. Barry Janssen: Yea, Tyler Kreifels: Yea, Justin Stark: Yea, Amy Wemhoff: Yea, Brianne Wilhelm: Yea, Ed Zastera: Yea Yea: 6, Nay: 0

10.5. Discuss, consider, and take action on replacing the football scoreboard

Motion made to approve the Crouch Rec. Bid for the football scoreboard with a cost of \$26,637.00. This motion, made by Brianne Wilhelm and seconded by Tyler Kreifels, Carried. Barry Janssen: Yea, Tyler Kreifels: Yea, Justin Stark: Yea, Amy Wemhoff: Yea, Brianne Wilhelm: Yea, Ed Zastera: Yea Yea: 6, Nay: 0

10.6. Discuss, consider, and take action on Math Curriculum purchase.

Motion made to approve the purchase of the new Math Curriculum for \$164,971.60. This motion, made by Brianne Wilhelm and seconded by Justin Stark, Carried. Barry Janssen: Yea, Tyler Kreifels: Yea, Justin Stark: Yea, Amy Wemhoff: Yea, Brianne Wilhelm: Yea, Ed Zastera: Yea Yea: 6, Nay: 0

10.7. Discuss, consider, and take action on Middle School roof replacement.

Motion was made to replace section 4 of the middle school roof for \$164, 856. This motion, made by Tyler Kreifels and seconded by Ed Zastera, Carried. Barry Janssen: Yea, Tyler Kreifels: Yea, Justin Stark: Yea, Amy Wemhoff: Yea, Brianne Wilhelm: Yea, Ed Zastera: Yea Yea: 6, Nay: 0

11. Adjourn

Motion to adjourn. This motion, made by Ed Zastera and seconded by Brianne Wilhelm, Carried.

Barry Janssen: Yea, Tyler Kreifels: Yea, Justin Stark: Yea, Amy Wemhoff: Yea, Brianne Wilhelm: Yea, Ed Zastera: Yea Yea: 6, Nay: 0

TABLE OF CONTENTS

		POLICY
A.	Board Authority	
1.	General Statement.....	9000
2.	Limits of Authority	9010
B.	Board Members	
1.	Legal Description.....	9100
2.	Number of Members, Terms of Office	9110
3.	Officers	9120
a.	President.....	9121
b.	Vice-President.....	9122
c.	Treasurer	9123
d.	Secretary	9124
e.	Attorney.....	9125
f.	Auditor.....	9126
g.	Individual Members	9127
h.	Removal From Office	9140
C.	Bylaws, Policies and Regulations	
1.	Formulation, Adoption, Amendment of Policies	9200
2.	Adoption and Amendment of Bylaws.....	9210
3.	Approval and Amendment of Administrative Regulations	9220
D.	Meetings	
1.	Regular Meetings	9300
2.	Special Meetings.....	9301
3.	Advance Delivery of Meeting Materials.....	9310
4.	Order of Business.....	9320
5.	Parliamentary Procedure.....	9330
6.	Minutes	9340
7.	Voting	9341
8.	Methods of Operation/Quorum.....	9350
9.	Board/School District Records	9360
10.	Open Sessions.....	9370(a)
11.	Closed Sessions.....	9370(b)

Bylaws of the Board - Board Authority

General Statement

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

Date of Adoption: January 17th, 2022

Bylaws of the Board - Board Authority

Limits of Authority

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

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

Date of Adoption: January 17th, 2022

Bylaws of the Board - Board Members

Legal Description

The corporate name of this school district shall be:

Otoe County School District #66-0027, and shall also be known as Syracuse-Dunbar- Avoca Public Schools.

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

Date of Adoption: January 17th, 2022

Bylaws of the Board - Board MembersNumber of Members, Terms of Office

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

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

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

Date of Adoption: January 17th, 2022

Bylaws of the Board - Board Members

Officers

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

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

Date of Adoption: January 17th, 2022

Bylaws of the Board - Board MembersPresident

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

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

Date of Adoption: January 17th, 2022

Bylaws of the Board - Board Members

Vice-President

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

Date of Adoption: January 17th, 2022

Bylaws of the Board - Board Members

Treasurer

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

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

Date of Adoption: January 17th, 2022

Bylaws of the Board - Board MembersSecretary

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

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

Date of Adoption: January 17th, 2022

Bylaws of the Board - Board Members

Attorney

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

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

Date of Adoption: January 17th, 2022

Bylaws of the Board - Board MembersAuditor

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

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

Date of Adoption: January 17th, 2022

Bylaws of the Board - Board Members

Individual Members

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

Date of Adoption: January 17th, 2022

Drones and Unmanned Aircraft

Drones, Unmanned Aircraft Systems, and any other such vehicles (“drones”), which are not operated for purposes of district programs or activities, may not be operated on or above district property without the prior written permission of the superintendent or designee. Any authorized use of drones must comply with all state and federal regulations governing the operation of drones, including FAA regulations.

Drones owned by the district or operated on or above district property with permission must be operated:

1. In compliance with this policy and all other district policies;
2. Only outside the school building(s) in the area authorized or designated by the superintendent or designee;
3. Under the direct supervision of an individual fully trained and skilled in the system’s operation;
4. By an individual with the requisite skill and training to safely operate the drone; and
5. Consistent with any other limitations imposed by the superintendent or designee including but not limited to:
 1. Pilot Certification as required by the FAA
 2. UAS must be less than 55 pounds
 3. UAS must stay within line of sight
 4. Must fly under 400 feet
 5. Do not fly over people
 6. Do not fly from a moving vehicle
 7. Do not accept any form of payment for flying the drone

Any monitoring or recording of picture, video, or audio by a drone must have the prior written permission of the superintendent or designee and comply with all board policies governing recordings, data, and records.

Any unauthorized use of a drone is strictly prohibited. Devices used in a manner that does not comply with this policy or applicable state and federal law may be confiscated and the operator may be subject to discipline, civil liability, or criminal liability.

Date of Adoption: 7/16/2018

Reviewed: August 2023

Business OperationsTitle I Funds

It is the policy of the District to comply with the Every Student Succeeds Act (“ESSA”) and federal grant programs in which the District participates.

1. Authority to Sign Applications. The Superintendent is authorized to sign applications for any of the ESSA formula grants on behalf of the District and may delegate such authority to other administrators in the Superintendent’s discretion. The Superintendent shall submit such applications as determined appropriate so long as acceptance of the funds does not include conditions contrary to the policies of the Board of Education.
2. Supplement not Supplant. Federal funds shall be used to supplement, not supplant the amount of funds or services available from non-federal sources, in compliance with the requirements of federal law. ESSA funds shall not be used to provide services otherwise required by law to be made available.
3. Equitable Allocation. Federal funds shall be used in a manner to ensure equitable allocation of resources. Staff are to be assigned and curriculum materials and instructional supplies are to be distributed to the schools in such a way that equivalence of personnel and materials is ensured among the schools in compliance with the requirements of federal law.
4. Maintenance of Effort. The District shall maintain fiscal effort related to ESSA programs in compliance with the requirements of federal law.
5. Resources. The procurement of resources related to the ESSA programs, including contracts and purchase or service agreements for such program, shall be in accordance with the District’s written procedures for purchasing and contracting. Purchase orders and invoices shall indicate an appropriate record of expenditures. All equipment purchased with federal funds, including those used in nonpublic and other facilities, shall be appropriately identified, inventoried, and when no longer useful to the program, properly disposed. Resources such as staff, materials and equipment funded by Title I and IDEA shall be used only for children participating in the program.
6. Maintenance of Records. Records of all federal financial and program information shall be kept for a minimum of 5 years after the start date of the project.
7. Identification of Eligible Children. The Superintendent and the designees shall implement an appropriate process to identify children eligible for services provided under federal programs.

8. Coordination of Services. Title I and IDEA services shall be coordinated and integrated with the regular classroom, with other agencies providing services and with other federal, state and local programs.
9. Standards and Expectations. Students receiving services in Title I are held to the same standards and expectations as all other students.
10. Assessments. Students receiving services in Title I are assessed with the regular population without accommodations.
11. Parents Right to Know. At the beginning of each school year, if the District receives Title I funding, the District shall notify the parents of each student attending any school receiving Title I funds that the parents may request, and the District will provide the parents on request (and in a timely manner), information regarding the professional qualifications of the student's classroom teachers, including at a minimum, the following:
 - (A) Whether the student's teacher—
 - (i) has met State qualification and licensing criteria for the grade levels and subject areas in which the teacher provides instruction;
 - (ii) is teaching under emergency or other provisional status through which State qualification or licensing criteria have been waived; and
 - (iii) is teaching in the field of discipline of the certification of the teacher.
 - (B) Whether the child is provided services by paraprofessionals and, if so, their qualifications.
12. Testing Opt-Out. At the beginning of each school year, if the District receives Title I funding, the District shall notify the parents of each student attending any school receiving Title I funds that the parents may request, and the District will provide the parents on request (and in a timely manner), information regarding any State or District policy regarding student participation in any State or District assessments, including the District's policy and procedure on the parental right to opt the child out of such assessment(s). The District shall also make widely available through public means (including by posting in a clear and easily accessible manner on the District's website) information on each State or District assessment, including:
 - (A) the subject matter assessed;
 - (B) the purpose for which the assessment is designed and used;
 - (C) the source of the requirement for the assessment;
 - (D) the amount of time students will spend taking the assessment, and the schedule for the assessment; and
 - (E) the time and format for disseminating results.
13. Language Instruction Programs. At the beginning of each school year, if the District receives Title I funding, the District will implement an effective means of outreach to parents of English learners to inform the parents regarding how the parents can—
 - (A) be involved in the education of their children; and
 - (B) be active participants in assisting their children to—
 - (i) attain English proficiency;

- (ii) achieve at high levels within a well-rounded education; and
- (iii) meet the challenging State academic standards expected of all students.

The District will also inform parents of an English learner identified student of opportunities to participate in various school programs, as set forth in ESSA.

14. Other Requirements. The Superintendent shall take or cause other staff to take such action as required by law for the District to maintain compliance with ESSA and specific ESSA grant programs in which the District participates.
15. Certification Regarding Debarment, Suspension and Ineligibility. The District will endeavor to ensure that all contracts and purchase orders reimbursed using federal funds will include the following “suspension and disbarment” language:

To the best of its knowledge and belief, the contractor or any of its principals are not presently debarred, suspended, proposed for debarment or otherwise declared ineligible for the award of contracts by any Federal agency by the inclusion of the contractor or its principals in the current “LIST OF PARTIES EXCLUDED FROM FEDERAL PROCUREMENT OR NONPROCUREMENT PROGRAMS” published by the U.S. General Services Administration Office of Acquisition Policy.

The prospective lower tier participant shall provide immediate written notice to the District if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances. Should the prospective lower tier participant enter into a covered transaction with another person at the next lower tier, the prospective lower tier participant agrees by accepting this agreement that it will verify that the person with whom it intends to do business is not excluded or disqualified.

Notwithstanding anything to the contrary, all persons or entities contracting with the District with any reimbursement using federal funds shall be bound by this certification and shall fully abide by and comply with the same.

Legal Reference: ESSA

Date of Adoption: August 2023

Business OperationsMeal Charge Policy

It is the policy of the District to comply with the National School Lunch Program and School Breakfast Program and all other federal grant programs that provide free or reduced meals to qualifying students.

Student Eligibility

Families of students who may be eligible for free or reduced price school meals should submit an application to determine their eligibility. Applications are available through the Superintendent or Superintendent's designee. As long as an application is submitted on or after July 1, the application will be considered current for the new school year. A student may become eligible for free or reduced meals at any time during the school year if the household experiences a change in financial circumstances.

Meal Account Balances

The District will ensure that families can check their meal account balances in a manner other than exclusively online. The District will ensure that at least one form of meal account payment is free of charge.

The District encourages families to pre-pay without charge for free or reduced price meals. Notwithstanding the option to pre-pay, students and families will have a method to add funds during the school day. Any balance remaining in a pre-paid account shall carry over into the next month. Households approved for free or reduced price meals with funds remaining in their meal account at the end of the school year shall receive a refund. When a student leaves the District or graduates, the District shall attempt to contact the student's household to return any funds remaining in the student's meal account.

Unpaid meal charges may be carried over at the end of the school year as a delinquent debt and the District shall undertake reasonable collection efforts to collect unpaid meal charges classified as delinquent debt, pursuant to and in compliance with state and federal law. The District shall maintain records of its collection efforts and, once delinquent meal charges are converted to bad debt, its documentation establishing and handling of the bad debt.

The District will not use a debt collection agency to collect or attempt to collect, directly or indirectly, debts due or assessed to be owed for outstanding debts on a school lunch or breakfast account of any student. Nor will the District assess or collect any interest, fees, or other monetary penalties for outstanding debts on a school lunch or breakfast account of any student.

Student Confidentiality

The District will disclose individual student eligibility information only to those persons (and organizations) who require the information in order to carry out an activity specifically authorized by the National School Lunch Act, subject to applicable legal exceptions.

The District shall not use or implement any colored or coded meal cards, tickets, tokens, or other methods of payment that would overtly identify a student as being eligible for free or reduced price meals.

Distribution Annually

This policy shall be provided or made available to all students' households at the start of each school year and to households transferring to the District during the school year.

This policy shall also be provided annually to District staff members responsible for the enforcement of this policy, including food service professionals.

The Superintendent or the Superintendent's designee shall maintain documentation of the annual distribution of this policy to students' households and District staff.

Legal Reference: Richard B. Russell National School Lunch Act (42 U.S.C. Sec. 1751);
U.S.D.A. Memorandum SP 57-2016.
LB 1329 (2024)

Date of Adoption: August 2023
Revised: June 2024

Business OperationsInsufficient Funds

When a check is returned for insufficient funds or payment on a credit or debit card is rejected, the Superintendent's designee shall attempt to contact the person a minimum of two times to collect the amount that remains due and owing. At least one attempt shall be in writing, either via letter or email.

In the event that an individual's method of payment is rejected, such person shall be required to pay the amount that remains due and owing by cash, cashier's check or money order, plus a returned check fee of \$10.00 to cover the administrative expense of having to address the matter. In addition, whenever said person wishes to make a payment in the future, said person may be required to pay only by cash, cashier's check or by money order.

Notice of this returned check fee policy will be given annually to students and parents via the school website, and may be included in newsletters, student handbooks, or postings.

Any individual who attempts to pay any amount to the District by check or credit card agrees to the terms of the Policy and the returned check fee. In the event that an individual does not agree with this Policy or is unwilling to pay the returned check fee, then such individual must pay by cash, cashier's check or money order.

Date of Adoption: August 2023

Business OperationsRecords Management and Disposition

1. General Standard. Records should generally be organized, managed, retained and disposed of in accordance with law and the Secretary of State's schedules for retention and disposition of public records.
2. Records Officer. The Superintendent is hereby designated as the records officer of the school district for purposes of this policy. Any questions about the type or category of a record or the required retention period for it should be addressed to the records officer.
3. Electronic Messages. Electronic messages are communications using an electronic system for the conduct of school district business internally, between other state and local government agencies, and with parents, students, patrons and others in the outside world. These messages may be in the form of e-mail, electronic document exchange (electronic fax), and electronic data interchange (EDI). In this policy, the terms electronic messages and e-mail are used, depending on the context, to mean the same thing. The school district's electronic system in which records are collected, organized, and categorized to facilitate preservation, retrieval, use, and disposition is as follows:
 - a. End-User Management. End-user means anyone who creates or receives electronic messages on the school district's electronic system. Electronic messages are to be managed at the end-user's desktop rather than from a central point. Each end-user is responsible for organizing, managing and disposing of records that are part of his or her desktop computer.
 - b. Categories for Retention. Electronic messages fall within three categories: (1) transitory messages; (2) records with a less than permanent retention period; and (3) records with a permanent retention period. End-users are to organize, store, retain and dispose of electronic messages according to these three categories. This means determining which electronic messages require long-term retention, determining who is responsible for making this decision, and establishing storage and disposition requirements for electronic messages.
 - i. *Transitory messages*. Transitory messages include copies posted to several persons and casual and routine communications similar to telephone conversations. For example, as determined on an individual case-by-case basis by the end-user, transitory messages include certain embryonic materials, notes or drafts; unwanted and unneeded "junk" mail; "personal" mail for employees not related to school business; unsolicited sectarian, religious, partisan, political or commercial messages, or political advertising or advertisements promoting particular personal or religious beliefs, a specific ballot question, or controversial topics or positions. There is no retention requirement for transitory messages. Employees

sending or receiving such communications may delete them immediately without obtaining approval.

- ii. *Less than permanent retention records.* These records are governed by the retention period for equivalent hard copy records as specified in the approved records retention and disposition schedules. These records should be converted to hard copy (printed) or an electronic format which can be retrieved and interpreted (downloaded) for the legal retention period. Employees creating or receiving such communications may delete or destroy the records only according to the applicable retention schedule. Questions relating to the retention or destruction of these records should be referred to the records officer.
 - iii. *Permanent/archival retention records.* These are records scheduled for transfer to the Nebraska State Historical Society (NSHS). Decisions relating to such records should be made by the records officer in consultation with NSHS, and the State Records Administrator about either transferring the records or maintaining them in the agency of origin. If the transfer decision is made, the method, frequency and format of the transfer should be determined cooperatively by the records officer, the NSHS, and the State Records Administrator.
- c. Electronic Storage Limitations. The district's computer systems have storage limitations. E-mails are deleted by the computer system within 60 to 90 days to avoid operational problems. End-users are instructed that electronic messages that are required to be maintained past that time period should be converted to hard copy (printed) or an electronic format which can be retrieved and interpreted (downloaded) for the legal retention period. The retention period for the particular record is the best indicator of which storage medium or format to choose.
- d. Proper Use of Electronic Messages.
- i. Non-Discrimination. Electronic messaging is not permitted to be used to promote discrimination on the basis of sex, disability, race, 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; promote sexual harassment; or to promote personal, political, or religious business or beliefs.
 - ii. Permissible Use. Electronic messaging is to be used only for purposes that are consistent with the mission of the school district. Electronic messaging is not permitted to be used for personal purposes except for: incidental, intermittent or occasional use which does not interfere with performance of duties as determined by the administration, use that is authorized pursuant to an individual use agreement, and use that represents a form of the employee's compensation. Electronic messaging

is not permitted to be used for personal financial gain or for the purpose of campaigning for or against the nomination or election of a candidate or the qualification, passage, or defeat of a ballot question. Electronic messaging is not permitted to be used for purposes of assisting a non-profit organization except when and to the extent such use serves a school purpose or facilitates school district business.

- iii. Conduct. Employees shall not read electronic messages received by another employee when there is no school purpose for doing so, send electronic messages under another employee's name without the employee's consent or administrative authorization, or change or alter any portion of a previously sent electronic message without administrative authorization.
- iv. Other Regulations. Electronic messaging is subject to all requirements of the school district's "Acceptable Use of Computers, Network, Internet and Websites" policy and may be monitored and accessed at any time without prior notice. The school district has complete authority to regulate all electronic messaging. Electronic messaging is a privilege and not a property right and is not a public forum. Electronic messaging is made available subject to all board policy and regulations, these regulations, building guidelines, use agreements, handbook provisions, and all administrative orders or directives as issued from time to time.

4. Electronic Records

All books, papers, documents, reports, and records kept by the District may be retained as electronic records. Minutes of the meetings of the school board may be kept as an electronic record.

5. Litigation Holds

When litigation against the District or its employees is filed or threatened, the District will take all reasonable action to preserve all documents and records that pertain to the issue. Such action will in particular be taken when the litigation may be filed in federal court or otherwise subject to federal rules of discovery.

As soon as the District is made aware of pending or threatened litigation, a litigation hold directive will be issued by the records officer or designee. The directive will be given to all persons suspected of having records that may pertain to the litigation issue.

The litigation hold directive overrides any records retention schedule that may otherwise call for the disposition or destruction of the records until the litigation hold has been lifted. E-mail and computer accounts of separated employees that have been placed on a litigation hold will be maintained by the records officer until the hold is released.

Employees who receive notice of a litigation hold are to preserve all records that pertain to the litigation issue. This includes preserving electronic messages that would otherwise be deleted by the computer system; such messages are to be converted by the recipients of the litigation hold to hard copy (printed) or electronic format which can be retrieved and interpreted (downloaded) for the duration of the litigation hold.

No employee who has been notified of a litigation hold may alter or delete an electronic or other record that falls within the scope of the hold. Violation of the litigation hold may subject the employee to disciplinary actions, up to and including dismissal, as well as personal liability for civil and/or criminal sanctions by the courts or law enforcement agencies.

6. Settlement Agreements

A public written or electronic record of all settled claims shall be maintained.

The record for all such claims settled in the amount of fifty thousand dollars or more (or one percent of the total annual budget of the School District, whichever is less) shall include a written executed settlement agreement. The settlement agreement shall contain a brief description of the claim, the party or parties released under the settlement, and the amount of the financial compensation, if any, paid by or to the School District or on its behalf. Any such settlement agreement shall be included as an agenda item on the next regularly scheduled public meeting of the School Board for informational purposes or for approval if required.

Any such settled claim or settlement agreement shall be a public record. Nonetheless, specific portions of the record may be withheld from the public to the extent permitted or provided by statute.

The foregoing does not apply to claims made in connection with insured or self-insured health insurance contracts.

Legal Reference: Neb. Rev. Stat. Sections 84-712 through 84-712.09
 Neb. Rev. Stat. Sections 84-1201 to 84-1227
 Laws 2010, LB 742
 State Records Administrator Guidelines:
 Schedule 10: Records of Local School Districts (Feb. 1989)
 Schedule 24: Local Agencies General Records (March 2005)
 Electronic Imaging Guidelines (March 2003)

Date of Adoption: August 2023

RESOLUTION NUMBER _____

WHEREAS, the Federal Disaster Mitigation Act of 2000 was signed in to law on October 30, 2000, placing new emphasis on state and local mitigation planning for natural hazards and requiring communities to adopt a hazard mitigation action plan to be eligible for pre-disaster and post-disaster federal funding for mitigation purposes; and

WHEREAS, a Multi-Jurisdictional Hazard Mitigation Plan was prepared by the Nemaha Natural Resources District (NRD), with assistance from JEO Consulting Group, Inc.

WHEREAS, the purpose of the mitigation plan was to lessen the effects of disasters by increasing the disaster resistance of the counties and participating jurisdictions located within the planning boundary by identifying the hazards that affect Syracuse Dunbar Avoca Public Schools and prioritize mitigation strategies to reduce potential loss of life and property damage from those hazards, and

WHEREAS, FEMA regulations require documentation that the plan has been formally adopted by the governing body of Syracuse Dunbar Avoca Public Schools in the form of a resolution and further requesting approval of the plan at the Federal Level; and

NOW, THEREFORE, the governing body of _____ does herewith adopt the most recent and FEMA approved version of the Nemaha NRD Hazard Mitigation Plan in its entirety; and

PASSED AND APPROVED this _____ day of _____, 2026.

TITLE: _____

ATTEST

Syracuse-Dunbar-Avoca Public Schools Nemaha NRD Hazard Mitigation Plan 2026

Board Information Handout

What is the Hazard Mitigation Plan?

The Nemaha NRD Hazard Mitigation Plan is a regional emergency preparedness and disaster planning document developed with FEMA and Nebraska Emergency Management Agency (NEMA) guidance. Syracuse-Dunbar-Avoca Public Schools participated as a listed jurisdiction in the regional planning process.

The plan was officially reviewed and approved by both NEMA and FEMA in 2026.

1. Maintains Eligibility for FEMA Mitigation Grants

Participation in an approved Hazard Mitigation Plan allows SDA Schools to remain eligible for certain FEMA hazard mitigation and disaster-related grant opportunities.

Examples may include:

- Safe rooms or storm shelter projects
- Backup generators
- Facility hardening
- Emergency communication upgrades
- Cybersecurity and technology resiliency projects
- Flood mitigation or drainage improvements
- Safety and warning system improvements

2. Identifies Risks Relevant to Our School District

The plan identifies several hazards that could significantly impact Syracuse-Dunbar-Avoca Schools and our community.

SDA's prioritized hazards include:

- Severe Thunderstorms
- Severe Winter Storms
- Tornadoes and High Winds
- Terrorism/Cyber Attacks

3. Supports Long-Term Safety Planning

The plan helps guide future district decision-making related to:

- Student and staff safety
- Emergency preparedness
- Facility resilience
- Communication systems
- Coordination with local emergency management and first responders

Important Clarification

Adopting the Hazard Mitigation Plan:

- DOES NOT commit the district to spending money
- DOES NOT require specific construction projects
- DOES NOT create new mandates for the district

Instead, it provides a planning framework and preserves eligibility for future mitigation funding opportunities.

Next Steps

The Board will be asked to formally adopt the Nemaha NRD Hazard Mitigation Plan by resolution as recommended by FEMA and NEMA.

This adoption confirms SDA's participation in the regional planning effort and maintains eligibility for applicable hazard mitigation funding opportunities.

Reference:

Nemaha NRD Hazard Mitigation Plan 2026

Approved by Nebraska Emergency Management Agency (NEMA) and FEMA

Plan participant: Syracuse-Dunbar-Avooca Public Schools